

CHARLESTON CITY COUNCIL

Regular Meeting
January 7, 2019
at 7:00 PM



Council Chamber, Third Floor
City Hall, 501 Virginia St. E.
Charleston, WV

AGENDA

CALL TO ORDER BY THE MAYOR

INVOCATION AND PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC SPEAKERS AND CLAIMS

MISCELLENIOUS RESOLUTIONS

1. Resolution No. 153-19 - Pursuant to the authority granted by the City Charter, Section 25, and the Code of the City of Charleston, Ordinance Section 2-133, various surety bonds are provided for to cover the faithful performance of certain city officials and personnel (added 1-4-19)

REPORTS OF STANDING COMMITTEES

STREETS AND TRAFFIC

1. Bill No. 7800 - A bill to establish a No Parking Tow-Away zone on both sides of Sunset Drive from the intersection of South Drive to a point 650 feet to the northwest

FINANCE

1. Resolution No. 151-18 - Authorizing budget amendment No. 6 for General Fund FY 2018-2019
2. Resolution No. 152-18 - Authorizing the City Manger to execute Change Order No. 24 for the Civic Center Expansion and Renovation Project.

REPORTS OF OFFICERS

1. Report of the City of Charleston Payroll Variance Analysis; December 2018.
2. Municipal Court Report to City Council Month Ending December 2018. (added 1-3-19)

NEW BILLS

1. Bill No. 7801 - A bill amending the Zoning Ordinance of the City of Charleston, West Virginia, by rezoning from an R-10 district to a C-8 district, that certain parcel of land situate at 706 Central Avenue, Charleston, West Virginia.

UNFINISHED BUSINESS AND/OR MISCELLANEOUS BUSINESS

ROLL CALL

ADJOURNMENT

**THE NEXT REGULAR MEETING OF COUNCIL WILL BE
Immediately Following
and
January 22, 2019 at 7:00 p.m.**

***Meetings may be recorded and broadcast via internet <https://charlestonwv.civicclerk.com>**

Resolution No. 153-19:

Introduced in Council:

January 7, 2019

Introduced by:

Becky Ceperley

Adopted by Council:

Referred to:

WHEREAS, pursuant to the authority granted by the City Charter, Section 25, and the Code of the City of Charleston, Ordinance Section 2-133, various surety bonds are provided for to cover the faithful performance of certain city officials and personnel;

WHEREAS, the amounts prescribed in the Charter Section 25, and the Code Section 2-133 for the certain bonds are minimum amounts, and whereas the Charter Section 25 provides specifically that Council may require additional bond from any of the said appointive officers;

WHEREAS, traditionally, over the course of years, the City has held in place increased bond amounts on the various positions as listed on Addendum A:

WHEREAS, Mayor-elect Amy Shuler Goodwin, City Manager Appointee Jonathan Storage, and City Clerk Appointee Miles Cary II, have all filled out applications for bonds to be issued in the amounts aforesaid for their respective positions, with the premium amounts being as follows: Mayor--\$150/year; City Manager--\$75/year; and City Clerk \$75/year.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CHARLESTON AS FOLLOWS:

1. The bond amounts per position set forth above are hereby ratified and approved.
2. This Resolution shall take effect immediately upon adoption.

ADOPTED this 7th day of January 2019.

Addendum A

City of Charleston Bond List

[illegible]

COMMITTEE REPORT

TO: Clerk of the Council of the City of Charleston,
West Virginia

FROM: Council Committee on Streets and Traffic,

Your Committee on Streets and Traffic,

Has had under consideration:

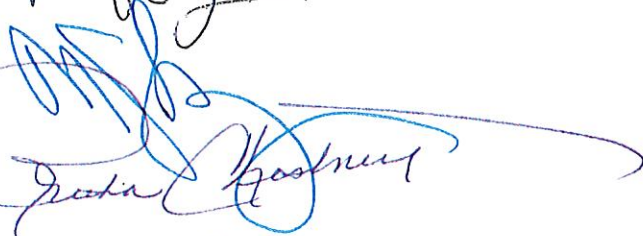
Bill No. 7800— A Bill to establish a No Parking Tow-Away zone on both sides of Sunset Drive from the intersection of South Drive to a point 650 feet to the northwest and amending the Traffic Control Map and Traffic Control File, established by the code of the City of Charleston, West Virginia, two thousand and three, as amended, Traffic Laws, Section 263, Division 2, Article 4, Chapter 114, to conform therewith.

and reports the same to Council with the recommendation that the Bill do pass.



Chairman



Jeanine Faegu - onphan
Page | 2 of

1 **Bill No. 7800**

2 Passed by Council:

3 Introduced in Council

4 **December 17, 2018**

5 Referred to:

6 Introduced by:

7 **Sharon King**

Streets and Traffic

8
9
10 **Bill No. 7800** - A Bill to establish a No Parking Tow-Away zone on both sides of Sunset
11 Drive from the intersection of South Drive to a point 650 feet to the northwest and
12 amending the Traffic Control Map and Traffic Control File, established by the code of
13 the City of Charleston, West Virginia, two thousand and three, as amended, Traffic
14 Laws, Section 263, Division 2, Article 4, Chapter 114, to conform therewith.

15 **Be it Ordained by the Council of the City of Charleston, West Virginia:**

16
17 Section 1. A No Parking Tow-Away zone on both sides of Sunset Drive from the
18 intersection of South Drive to a point 650 feet to the northwest.

19
20 Section 2. The Traffic Control Map and Traffic Control File, established by the Code
21 of the City of Charleston, West Virginia, two thousand and three, as amended, Traffic
22 Laws, Section 263, Division 2, Article 4, Chapter 114, shall be and hereby are
23 amended, to conform to this Ordinance.

24
25 Section 3. All prior Ordinances, inconsistent with this Ordinance are hereby
26 repealed to the extent of said inconsistency.

General Fund FY 2018-2019 Budget Amendment No. 6 - January 7, 2019

Account No.	Department	Account Description	Amount
001 906 01 000 2 223	Public Arts	Professional Services	6,000
001 906 01 000 3 341	Public Arts	Material & Supplies	1,000
001 412 00 000 2 223	City Manager	Professional Services	(6,000)
001 412 00 000 3 341	City Manager	Material & Supplies	(1,000)

Transfer funds from City Manager to Public Arts for support of a Main Street project in Elk City.

001 439 00 000 1 103	Information Systems	Wages & Salaries	(56,645)
001 439 00 000 1 104	" "	FICA	(4,333)
001 439 00 000 1 105	" "	Medical & Life Insurance	(9,511)
001 439 00 000 1 106	" "	P.E.R.S. Retirement	(5,665)
001 439 00 000 1 111	" "	Dental/Optical Insurance	(503)
001 439 00 000 1 112	" "	Insurance - Payroll Deduction	2,132
001 439 00 000 2 226	" "	Insurance - WC/UC	(1,043)
001 409 00 000 2 230	Mayor's Office	Contract Services	37,500
001 412 00 000 2 230	City Manager	Contract Services	27,500
001 442 00 000 2 230	Strategy Management	Contract Services	10,568

Elimination of Senior Network Administrator (Pay Grade 121) in the Information Systems department and providing resources for Contract Services in the Mayor's Office, City Manager's Office and Strategic Management.

Reportable: To Maintain compliance with the budgetary guidelines of the State of West Virginia



AIA®

Document G701™ – 2017

Change Order**PROJECT:** *(Name and address)*

Charleston Civic Center Expansion and
Renovation
Charleston Civic Center
200 Civic Center Drive
Charleston, WV 25301

CONTRACT INFORMATION:

Contract For: Design-Build

Date: June 09, 2015

CHANGE ORDER INFORMATION:

Change Order Number: 024

Date: Jan. 7, 2019

OWNER: *(Name and address)*

City of Charleston
501 Virginia Street East
Charleston, WV 25301

ARCHITECT: *(Name and address)***CONTRACTOR:** *(Name and address)*

BBL Carlton, LLC
600 Kanawha Blvd.
Charleston, WV 25301

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Refer to attached CO 24 Exhibit A and PCOs 185, 187, and 188.

The original Contract Sum was	\$	82,219,485.00
The net change by previously authorized Change Orders	\$	15,421,328.01
The Contract Sum prior to this Change Order was	\$	97,640,813.01
The Contract Sum will be decreased by this Change Order in the amount of	\$	38.75
The new Contract Sum including this Change Order will be	\$	97,640,774.26

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be 09/25/2018

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

_____ ARCHITECT <i>(Firm name)</i>	_____ BBL Carlton, LLC CONTRACTOR <i>(Firm name)</i>	_____ City of Charleston OWNER <i>(Firm name)</i>
_____ SIGNATURE	_____ SIGNATURE	_____ SIGNATURE
_____ PRINTED NAME AND TITLE	_____ Chuck Moore, Project Manager PRINTED NAME AND TITLE	_____ David Molgaard, City Manager PRINTED NAME AND TITLE
_____ DATE	_____ DATE	_____ DATE

Charleston Civic Center Expansion and Renovation
Change Order #24
Exhibit A
12/21/2018

PCO's combined in Change Order #24 (Refer to the attached PCO descriptions):

1. PCO 185 (Credit to Owner for Asphalt Patch)	(\$8,753.23)
2. PCO 187 (Glass replacement at Terrace 1082)	\$3,787.35
3. PCO 188 (Change Exterior Signage At Quarrier St)	<u>\$4,927.13</u>
Total	(\$38.75)



BBL Carlton, LLC

600 Kanawha Boulevard, East
Suite 200
Charleston, WV 25301

PROPOSED CHANGE ORDER

PCO 00185

Phone: 304-345-1300

Fax: 304-345-1304

Project No: 155011

BBL Job No: 155011

PROJECT: Charleston Civic Center

TO: City of Charleston
City Manager's Office
501 Virginia St. East
Charleston, WV 25301

PROPOSAL: Credit to Owner for Asphalt Patching

Contract No: 1

PCO Date: 9/20/2018

ATTN: David Molgaard Phone: 304-348-8014 Fax: 304-348-8157

All correspondence must reference: Change Management No. 00476

CM No 00476: DESCRIPTION OF PROPOSAL

Provide the Owner a credit for the 1 1/2" thick asphalt patching underneath the Quarrier St. Parking Garage. The City of Charleston is going to contract this work directly with the Paving Company.

Item	Description	CM# 00476	Quantity	Unit	Unit \$	Total	Tax%	Tax	Total
00001	Credit to Owner for the 1 1/2" thick asphalt patching underneath the Quarrier St. Parking Garage.		1.000		(\$7,920.00)	(\$7,920.00)			(\$7,920.00)
Total						(\$7,920.00)			(\$7,920.00)
							Total		(\$7,920.00)
							OH&P	8.000%	(\$633.60)
							Subtotal		(\$8,553.60)
							Builder's Risk		(\$11.00)
							General Liability		(\$17.00)
							Subtotal		(\$8,581.60)
							2% B&O Tax		(\$171.63)
							Total		(\$8,753.23)

By: _____
Chuck Moore

Date: _____

APPROVAL:

By Signing below you authorize the work to proceed and approve the cost.

By: _____
David Molgaard

Date: _____

**BBL Carlton, LLC**

600 Kanawha Boulevard, East
Suite 200
Charleston, WV 25301

PROPOSED CHANGE ORDER

PCO 00187

Phone: 304-345-1300

Fax: 304-345-1304

Project No: 155011

BBL Job No: 155011

PROJECT: Charleston Civic Center

TO: City of Charleston
City Manager's Office
501 Virginia St. East
Charleston, WV 25301

PROPOSAL: Glass Replacement at Terrace 1082**Contract No:** 1**PCO Date:** 12/7/2018

ATTN: David Molgaard Phone: 304-348-8014 Fax: 304-348-8157

All correspondence must reference: Change Management No. 00499**CM No 00499: DESCRIPTION OF PROPOSAL**

Provide labor, material and equipment to replace one piece of glass at Terrace 1082 that someone shot with BB gun.

Item	Description	CM# 00499	Quantity	Unit	Unit \$	Total	Tax%	Tax	Total
00001	Viracon glass material including boxing, freight & delivery.		1.000		\$1,350.00	\$1,350.00	7.00%	\$94.50	\$1,444.50
00002	Labor & equipment to install glass replacement at Terrace 1082.		1.000		\$1,937.50	\$1,937.50			\$1,937.50
Total						\$3,287.50			\$3,382.00
							Total		\$3,382.00
							OH&P	8.000%	\$270.56
							Subtotal		\$3,652.56
							Builder's Risk		\$5.00
							General Liability		\$7.00
							Subtotal		\$3,664.56
							2% B&O Tax		\$73.29
							Total		\$3,737.85

By: _____

Chuck Moore

Date: _____**APPROVAL:**

By Signing below you authorize the
work to proceed and approve the cost.

By: _____

David Molgaard

Date: _____

**BBL Carlton, LLC**

600 Kanawha Boulevard, East
Suite 200
Charleston, WV 25301

Phone: 304-345-1300
Fax: 304-345-1304

PROPOSED CHANGE ORDER

PCO 00188

Project No: 155011
BBL Job No: 155011

PROJECT: Charleston Civic Center

TO: City of Charleston
City Manager's Office
501 Virginia St. East
Charleston, WV 25301

PROPOSAL: Change Ext. Signage @ Quarrier St.**Contract No:** 1**PCO Date:** 12/20/2018

ATTN: David Molgaard Phone: 304-348-8014 Fax: 304-348-8157

All correspondence must reference: Change Management No. 00501**CM No 00501: DESCRIPTION OF PROPOSAL**

Provide labor & material to change the exterior signage at the Quarrier St. Entrance to read Coliseum & Convention Center per the Owner's request.

Item	Description	CM# 00501	Quantity	Unit	Unit \$	Total	Tax%	Tax	Total
00001	Retrofit Type 1 Exterior Signage.		1.000		\$4,814.52	\$4,814.52			\$4,814.52
Total						\$4,814.52			\$4,814.52
								Total	\$4,814.52
								OH&P	\$0.00
								Subtotal	\$4,814.52
								Builder's Risk	\$6.00
								General Liability	\$10.00
								Subtotal	\$4,830.52
								2% B&O Tax	\$96.61
								Total	\$4,927.13

By: _____
Chuck Moore

Date: _____

APPROVAL:

By Signing below you authorize the
work to proceed and approve the cost.

By: _____
David Molgaard

Date: _____

CITY OF CHARLESTON
Office of Finance Director
Payroll Variance Analysis
December, 2018

Department	Code	Type	Current Month				Year-to-Date				Annual	
			Budget	Actual	Variance	%	Budget	Actual	Variance	%	Budget	Available
Mayor	409	Regular	23,744	24,920	(1,175)	-4.95%	154,339	156,689	(2,350)	-1.52%	308,678	151,989
		IPT	-	-	-	-	-	-	-	-	-	-
		Overtime	-	-	-	-	-	-	-	-	-	-
Budget	4	Total	23,744	24,920	(1,175)	-4.95%	154,339	156,689	(2,350)	-1.52%	308,678	151,989
Actual	4	Total	23,744	24,920	(1,175)	-4.95%	154,339	156,689	(2,350)	-1.52%	308,678	151,989
City Council	410	Regular	10,400	9,400	1,000	9.62%	67,600	53,400	14,200	21.01%	135,200	81,800
		IPT	-	-	-	-	-	-	-	-	-	-
		Overtime	-	-	-	-	-	-	-	-	-	-
Budget	26	Total	10,400	9,400	1,000	9.62%	67,600	53,400	14,200	21.01%	135,200	81,800
Actual	26	Total	10,400	9,400	1,000	9.62%	67,600	53,400	14,200	21.01%	135,200	81,800
City Manager - Admin.	412-00	Regular	47,073	42,028	5,044	10.72%	305,972	273,185	32,786	10.72%	611,943	338,758
		IPT	385	-	385	100.00%	2,500	-	2,500	100.00%	5,000	5,000
		Overtime	-	-	-	-	-	-	-	-	-	-
Budget	8	Total	47,457	42,028	5,429	11.44%	308,472	273,185	35,286	11.44%	616,943	343,758
Actual	7	Total	47,457	42,028	5,429	11.44%	308,472	273,185	35,286	11.44%	616,943	343,758
City Manager - Const.	412-50	Regular	42,545	42,139	406	0.95%	276,541	274,925	1,616	0.58%	553,082	278,157
		IPT	3,462	1,913	1,549	44.74%	22,500	11,455	11,045	49.09%	45,000	33,545
		Overtime	4,615	6,464	(1,849)	-40.06%	30,000	38,017	(8,017)	-26.72%	60,000	21,983
Budget	14	Total	50,622	50,516	106	0.21%	329,041	324,397	4,644	1.41%	658,082	333,685
Actual	14	Total	50,622	50,516	106	0.21%	329,041	324,397	4,644	1.41%	658,082	333,685
City Treasurer	413	Regular	9,478	9,478	(0)	0.00%	61,606	61,606	(0)	0.00%	123,211	61,605
		IPT	692	-	692	100.00%	4,500	637	3,864	85.86%	9,000	8,364
		Overtime	-	-	-	-	-	-	-	-	-	-
Budget	3	Total	10,170	9,478	692	6.81%	66,106	62,242	3,863	5.84%	132,211	69,969
Actual	3	Total	10,170	9,478	692	6.81%	66,106	62,242	3,863	5.84%	132,211	69,969
City Collector	414	Regular	52,673	52,483	190	0.36%	342,375	341,138	1,237	0.36%	684,750	343,612
		IPT	-	-	-	-	-	-	-	-	-	-
		Overtime	-	-	-	-100.00%	-	26	(26)	-100.00%	-	(26)
Budget	15	Total	52,673	52,483	190	0.36%	342,375	341,164	1,211	0.35%	684,750	343,586
Actual	15	Total	52,673	52,483	190	0.36%	342,375	341,164	1,211	0.35%	684,750	343,586
City Clerk	415	Regular	9,539	9,539	(0)	0.00%	62,006	62,006	(0)	0.00%	124,011	62,005
		IPT	-	-	-	-	-	-	-	-	-	-
		Overtime	-	-	-	-	-	-	-	-	-	-
Budget	3	Total	9,539	9,539	(0)	0.00%	62,006	62,006	(0)	0.00%	124,011	62,005
Actual	3	Total	9,539	9,539	(0)	0.00%	62,006	62,006	(0)	0.00%	124,011	62,005
Municipal Court	416	Regular	21,638	22,490	(852)	-3.94%	140,646	144,143	(3,497)	-2.49%	281,292	312,044
		IPT	1,385	1,337	48	3.44%	9,000	6,876	2,124	23.60%	18,000	11,124
		Overtime	2,154	1,789	365	16.95%	14,000	17,029	(3,029)	-21.64%	28,000	10,971
Budget	8	Total	25,176	25,615	(439)	-1.74%	163,646	168,049	(4,403)	-2.69%	327,292	334,138
Actual	8	Total	25,176	25,615	(439)	-1.74%	163,646	168,049	(4,403)	-2.69%	327,292	334,138

Issued: December 31, 2018

Current Month includes 2 pay periods covering the period of November 25, 2018 through December 22, 2018
Year-to-Date includes 13 pay periods covering the period of June 24, 2018 through December 22, 2018

CITY OF CHARLESTON
Office of Finance Director
Payroll Variance Analysis
December, 2018

Department		Type	Current Month				Year-to-Date				Annual	
Name	Code	Wages	Budget	Actual	Variance	%	Budget	Actual	Variance	%	Budget	Available
City Attorney	417	Regular	29,457	29,239	217	0.74%	191,468	190,976	492	0.26%	382,936	191,960
		IPT	-	-	-	-	-	-	-	-	-	-
		Overtime	-	-	-	-	-	-	-	-	-	-
	Budget 5	Total	29,457	29,239	217	0.74%	191,468	190,976	492	0.26%	382,936	191,960
	Actual 5											
Accounting	418	Regular	22,089	22,089	0	0.00%	143,579	143,578	0	0.00%	287,157	143,579
		IPT	-	-	-	-	-	-	-	-	-	-
		Overtime	-	-	-	-	-	-	-	-	-	-
	Budget 5	Total	22,089	22,089	0	0.00%	143,579	143,578	0	0.00%	287,157	143,579
	Actual 5											
Engineering - General	420-00	Regular	35,526	35,449	77	0.22%	230,921	230,298	622	0.27%	461,841	231,543
		IPT	269	-	269	100.00%	1,750	-	1,750	100.00%	3,500	3,500
		Overtime	-	-	-	-	-	-	-	-	-	-
	Budget 7	Total	35,795	35,449	346	0.97%	232,671	230,298	2,372	1.02%	465,341	235,043
	Actual 7											
Engineering - Stormwater	420-01	Regular	16,690	16,690	0	0.00%	108,488	108,488	0	0.00%	216,976	108,488
		IPT	-	-	-	-	-	-	-	-	-	-
		Overtime	-	-	-	-	-	-	-	-	-	-
	Budget 4	Total	16,690	16,690	0	0.00%	108,488	108,488	0	0.00%	216,976	108,488
	Actual 4											
MOECD	421	Regular	30,329	30,329	0	0.00%	197,136	197,136	0	0.00%	394,272	197,136
		IPT	-	-	-	-	-	-	-	-	-	-
		Overtime	-	-	-	-	-	-	-	-	-	-
	Budget 7	Total	30,329	30,329	0	0.00%	197,136	197,136	0	0.00%	394,272	197,136
	Actual 7											
Human Resources	422	Regular	35,723	35,723	0	0.00%	232,199	232,198	0	0.00%	464,397	232,199
		IPT	-	-	-	-	-	-	-	-	-	-
		Overtime	-	-	-	-	-	-	-	-	-	-
	Budget 8	Total	35,723	35,723	0	0.00%	232,199	232,198	0	0.00%	464,397	232,199
	Actual 8											
Mail Room	431	Regular	4,944	2,472	2,472	50.00%	32,136	27,269	4,867	15.14%	64,272	37,003
		IPT	-	-	-	-	-	-	-	-	-	-
		Overtime	-	-	-	-	-	-	-	-	-	-
	Budget 2	Total	4,944	2,472	2,472	50.00%	32,136	27,269	4,867	15.14%	64,272	37,003
	Actual 2											
Building Commission	436	Regular	48,676	47,927	749	1.54%	316,391	312,136	4,255	1.34%	632,782	320,646
		IPT	-	-	-	-	-	-	-	-	-	-
		Overtime	-	-	-	-	-	20	(20)	-	-	-
	Budget 13	Total	48,676	47,927	749	1.54%	316,391	312,155	4,236	1.34%	632,782	320,646
	Actual 13											

CITY OF CHARLESTON
Office of Finance Director
Payroll Variance Analysis
December, 2018

Department		Type	Current Month				Year-to-Date				Annual		
Name	Code	Wages	Budget	Actual	Variance	%	Budget	Actual	Variance	%	Budget	Available	
Planning	437	Regular	30,353	30,353	(0)	0.00%	197,294	192,648	4,646	2.35%	394,587	201,940	
		IPT	923	-	923	100.00%	6,000	-	6,000	100.00%	12,000	12,000	
		Overtime	-	-	-	-	-	-	-	-	-	-	
Budget		7	31,276	30,353	923	2.95%	203,294	192,648	10,646	5.24%	406,587	213,940	
Actual		7											
Information Systems		439	Regular	60,834	54,982	5,852	9.62%	395,419	357,381	38,038	9.62%	790,838	433,457
		IPT	-	-	-	-	-	-	-	-	-	-	
Budget		13	-	-	-	-	-	-	-	-	-	-	
Actual		12	60,834	54,982	5,852	9.62%	395,419	357,381	38,038	9.62%	790,838	433,457	
Building Maintenance		440	Regular	17,825	16,875	950	5.33%	115,863	115,236	626	0.54%	231,725	116,489
		IPT	-	-	-	-	-	-	400	(400)	-	(400)	
Budget		7	1,385	2,285	(901)	-65.05%	9,000	16,980	(7,980)	-88.67%	18,000	1,020	
Actual		7	19,210	19,160	49	0.26%	124,863	132,616	(7,754)	-6.21%	249,725	117,109	
Strategy Management		442	Regular	11,454	11,454	0	0.00%	74,454	74,454	0	0.00%	148,908	74,454
		IPT	-	-	-	-	-	-	-	-	-	-	
Budget		2	-	-	-	-	-	-	-	-	-	-	
Actual		2	11,454	11,454	0	0.00%	74,454	74,454	0	0.00%	148,908	74,454	
Morris Square Property		500	Regular	4,627	4,627	0	0.00%	30,076	30,137	(61)	-0.20%	60,152	30,015
		IPT	-	-	-	-	-	-	-	-	-	-	
Budget		2	923	1,170	(247)	-26.73%	6,000	8,190	(2,190)	-36.50%	12,000	3,810	
Actual		2	5,550	5,797	(247)	-4.44%	36,076	38,327	(2,251)	-6.24%	72,152	33,825	
Public Works		566	Regular	8,000	8,000	-	0.00%	52,000	52,000	-	0.00%	104,000	52,000
		IPT	-	-	-	-	-	-	-	-	-	-	
Budget		1	-	-	-	-	-	-	-	-	-	-	
Actual		1	8,000	8,000	-	0.00%	52,000	52,000	-	0.00%	104,000	52,000	
Public Grounds - Adm.		567-00	Regular	68,158	67,466	692	1.02%	443,024	430,509	12,515	2.82%	886,048	455,539
		IPT	-	-	-	-	-	-	-	-	-	-	
Budget		27	2,308	1,874	434	18.81%	15,000	4,815	10,185	67.90%	30,000	25,185	
Actual		27	70,465	69,339	1,126	1.60%	458,024	435,324	22,700	4.96%	916,048	480,724	
Public Grounds - C/T		567-01	Regular	4,728	4,846	(118)	-2.50%	30,732	30,849	(117)	-0.38%	61,464	30,615
		IPT	-	-	-	-	-	-	-	-	-	-	
Budget		2	385	-	385	100.00%	2,500	187	2,313	92.51%	5,000	4,813	
Actual		2	5,113	4,846	266	5.21%	33,232	31,037	2,195	6.61%	66,464	35,427	

Issued: December 31, 2018

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 Year-to-Date includes 13 pay periods covering the period of June 24, 2018 through December 22, 2018

CITY OF CHARLESTON
Office of Finance Director
Payroll Variance Analysis
December, 2018

Department			Type	Current Month				Year-to-Date				Annual		
Name	Code	Wages	Budget	Actual	Variance	%	Budget	Actual	Variance	%	Budget	Available		
Police - Uniform			700-00	Regular	615,660	611,868	3,792	0.62%	4,001,789	3,966,784	35,005	0.87%	8,003,578	4,036,794
				Overtime	125,483	164,514	(39,031)	-31.10%	966,557	1,103,573	(137,016)	-14.18%	1,911,554	807,981
				Reimb.	(1,923)	(1,120)	(803)	-41.76%	(12,500)	(11,584)	(916)	-7.33%	(25,000)	(25,000)
Budget			173	Total	739,220	775,262	(36,042)	-4.88%	4,955,846	5,058,773	(102,927)	-2.08%	9,890,132	4,819,775
Actual			171											
Police - Civilian			700-01	Regular	62,684	65,569	(2,884)	-4.60%	407,447	418,316	(10,869)	-2.67%	814,893	396,577
				IPT	3,846	3,390	456	11.86%	25,000	17,910	7,090	28.36%	50,000	32,090
				Overtime	8,615	6,248	2,368	27.48%	56,000	46,470	9,530	17.02%	112,000	65,530
Budget			24	Total	75,146	75,206	(60)	-0.08%	488,447	482,696	5,751	1.18%	976,893	494,197
Actual			24											
Fire - Uniform			706-00	Regular	606,083	627,964	(21,881)	-3.61%	4,175,956	4,132,239	43,717	1.05%	8,318,138	4,185,899
				Overtime	75,177	53,497	21,680	28.84%	488,651	389,155	99,496	20.36%	977,302	588,147
				Reimb.	(923)	(1,600)	677	73.33%	(6,000)	(12,416)	6,416	106.93%	(12,000)	416
Budget			169	Total	680,337	679,861	475	0.07%	4,658,607	4,508,979	149,628	3.21%	9,283,440	4,774,461
Actual			160											
Fire - Civilian			706-01	Regular	6,566	6,566	0	0.00%	42,678	42,678	0	0.00%	85,356	42,678
				IPT	-	-	-	-	-	-	-	-	-	-
				Overtime	-	-	-	-	-	-	-	-	-	-
Budget			2	Total	6,566	6,566	0	0.00%	42,678	42,678	0	0.00%	85,356	42,678
Actual			2											
TPT			712	Regular	38,494	37,623	871	2.26%	250,208	238,836	11,372	4.54%	500,416	261,580
				IPT	-	-	-	-	-	-	-	-	-	-
				Overtime	1,077	369	708	65.75%	7,000	7,678	(678)	-9.68%	14,000	6,322
Budget			12	Total	39,570	37,992	1,579	3.99%	257,208	246,514	10,694	4.16%	514,416	267,902
Actual			11											
Emergency Services			716	Regular	12,198	11,023	1,175	9.63%	79,289	76,938	2,350	2.96%	158,577	81,639
				IPT	-	-	-	-	-	-	-	-	-	-
				Overtime	-	-	-	-	-	-	-	-	-	-
Budget			2	Total	12,198	11,023	1,175	9.63%	79,289	76,938	2,350	2.96%	158,577	81,639
Actual			2											
Street			750	Regular	185,068	170,178	14,890	8.05%	1,202,941	1,143,410	59,531	4.95%	2,405,882	1,262,472
				IPT	-	-	-	-	-	-	-	-	-	-
				Overtime	35,538	41,355	(5,817)	-16.37%	132,000	172,521	(40,521)	-30.70%	300,000	127,479
Budget			73	Total	220,606	211,533	9,073	4.11%	1,334,941	1,315,931	19,010	1.42%	2,705,882	1,389,951
Actual			71											
Equipment Maintenance			754	Regular	64,354	-	64,354	100.00%	418,302	363,392	54,910	13.13%	836,603	473,211
				IPT	-	63,820	(63,820)	-57.83%	-	63,820	(63,820)	-	-	(63,820)
				Overtime	5,000	7,891	(2,891)	-57.83%	32,500	32,639	(139)	-0.43%	65,000	32,361
Budget			22	Total	69,354	71,712	(2,358)	-3.40%	450,802	459,851	(9,049)	-2.01%	901,603	441,752
Actual			22											

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CITY OF CHARLESTON
Office of Finance Director
Payroll Variance Analysis
December, 2018

Department Name	Code	Type	Current Month				Year-to-Date				Annual	
			Budget	Actual	Variance	%	Budget	Actual	Variance	%	Budget	Available
Refuse & Recycling	800	Regular	158,777	146,020	12,758	8.03%	1,032,054	915,803	116,250	11.26%	2,064,107	1,148,304
		IPT	-	-	-		-	-	-	-100.00%	-	-
		Overtime	21,538	14,827	6,711	31.16%	140,000	136,842	3,158	2.26%	280,000	143,158
	Budget	67										
	Actual	65	180,316	160,847	19,469	10.80%	1,172,054	1,052,646	119,408	10.19%	2,344,107	1,291,461
Parks & Recreation	900	Regular	96,139	87,332	8,807	9.16%	624,902	592,671	32,231	5.16%	1,249,804	657,133
		IPT	5,600	8,208	(2,608)	-46.57%	162,400	169,497	(7,097)	-4.37%	280,000	110,503
		Overtime	4,923	1,224	3,699	75.14%	32,000	33,065	(1,065)	-3.33%	64,000	30,935
	Budget	33										
	Actual	30	106,662	96,764	9,898	9.28%	819,302	795,234	24,068	2.94%	1,593,804	798,570
Public Arts	906	Regular	4,154	3,846	308	7.41%	27,000	25,000	2,000	7.41%	54,000	29,000
		IPT	-	-	-		-	-	-		-	-
		Overtime	-	-	-		-	-	-		-	-
	Budget	1										
	Actual	1	4,154	3,846	308	7.41%	27,000	25,000	2,000	7.41%	54,000	29,000
Municipal Auditorium	910	Regular	7,438	7,525	(87)	-1.17%	48,348	48,531	(183)	-0.38%	96,695	48,164
		IPT	-	-	-		-	-	-		-	-
		Overtime	385	397	(13)	-3.27%	2,500	2,516	(16)	-0.63%	5,000	2,484
	Budget	3										
	Actual	3	7,823	7,922	(100)	-1.28%	50,848	51,047	(199)	-0.39%	101,695	50,648
Spring Hill Cemetery	952	Regular	25,346	25,716	(371)	-1.46%	164,746	165,363	(617)	-0.37%	329,492	164,129
		IPT	-	-	-	0.00%	32,938	25,999	6,939	21.07%	62,000	36,001
		Overtime	923	138	785	85.08%	6,000	2,029	3,971	66.18%	12,000	9,971
	Budget	8										
	Actual	7	26,269	25,854	415	1.58%	203,684	193,391	10,292	5.05%	403,492	210,101
General Fund		Regular	2,529,462	2,432,226	97,235	3.84%	16,677,919	16,222,349	455,570	2.73%	33,322,063	17,099,714
		IPT	16,562	78,668	(62,107)	-375.01%	266,588	296,594	(30,006)	-11.26%	484,500	187,906
		Overtime	290,429	304,042	(13,613)	-4.69%	1,939,707	2,011,753	(72,045)	-3.71%	3,893,856	1,882,103
	Budget	782										
	Actual	760	2,833,606	2,812,217	21,389	0.75%	18,865,713	18,506,695	359,018	1.90%	37,663,419	19,156,724

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CITY OF CHARLESTON
Office of Finance Director
Payroll Variance Analysis
December, 2018

Department		Type	Current Month				Year-to-Date				Annual	
Name	Code	Wages	Budget	Actual	Variance	%	Budget	Actual	Variance	%	Budget	Available
Civic Center		Regular	134,764	80,298	54,466	40.42%	628,898	508,995	119,902	19.07%	1,167,953	658,958
		IPT	39,808	15,797	24,011	60.32%	185,769	94,208	91,561	49.29%	345,000	250,792
		Overtime	6,000	5,893	107	1.78%	28,000	35,378	(7,378)	-26.35%	52,000	16,622
	Budget	28										
	Actual	25	180,572	101,987	78,584	43.52%	842,667	638,582	204,085	24.22%	1,564,953	926,371
	Total											
Parking System		Regular	67,712	43,033	24,679	36.45%	315,987	275,322	40,665	12.87%	586,833	311,511
		IPT	5,885	3,414	2,471	41.99%	27,462	23,190	4,271	15.55%	51,000	27,810
		Overtime	1,846	144	1,702	92.20%	8,615	10,769	(2,154)	-25.00%	16,000	5,231
	Budget	18										
	Actual	17	75,442	46,591	28,852	38.24%	352,064	309,281	42,783	12.15%	653,833	344,552
	Total											
		Regular	2,731,937	2,555,557	176,380	6.46%	17,622,803	17,006,666	616,137	3.50%	35,076,849	18,070,183
		IPT	62,254	97,879	(35,625)	-57.23%	479,818	413,992	65,826	13.72%	880,500	466,508
		Overtime	298,275	310,079	(11,804)	-3.96%	1,976,323	2,057,900	(81,577)	-4.13%	3,961,856	1,903,956
	Budget	828										
	Actual	802	3,089,620	2,960,795	128,825	4.17%	20,060,444	19,454,559	605,886	3.02%	39,882,205	20,427,646
	Total											

Issued: December 31, 2018

Current Month includes 2 pay periods covering the period of November 25, 2018 through December 22, 2018

Page 6 of 6

Year-to-Date includes 13 pay periods covering the period of June 24, 2018 through December 22, 2018

Vacancy Report:

City Manager - Admin	1
City Attorney	1
Information Systems	1
Police - Uniform	2
Fire - Uniform	9
TPT	1
Street	2
Refuse & Recycling	2
Parks & Recreation	3
Cemetery	1
Total General Fund	23
Civic Center	3
Parking System	1
Total All	27

As of December 31, 2018

**MUNICIPAL COURT
CITY OF CHARLESTON**

Post Office Box 2749
Charleston, West Virginia 25330
(304) 348-8079

Anne B. Charnock, Judge

Conrad Lucas, Clerk

TO: Mayor Danny Jones

FROM: Conrad Lucas, Clerk

DATE: Wednesday, January 2, 2019

RE: December 2018 Financial Information, Charleston Municipal Court

TOTAL CITATIONS FILED 757

Criminal Violations:	170
Traffic Violations:	587
Parking:	0
Building Search Warrants	0 Properties

RESTITUTION COLLECTED (paid to victims): \$ 1,743.77

Primarily related to shoplifting cases, restitution monies are collected and refunded to the store/victim.

FINANCIAL REPORT ATTACHED

cc: Judge Anne B. Charnock
Victor Grigoraci, Treasurer
Major Beckett, Deputy Chief of Police
Tony Harmon, Building Department
David Potters, Office of the City Attorney
Captain Abbott, CPD
Nikki Smith, City Clerk's Office

CHARLESTON MUNICIPAL COURT

Page: 1

Report For December 1, 2018 Thru December 31, 2018

FILEDST

Violations by Filed Date...

CRIMINAL	170	
TRAFFIC	587	
Total Filed Violations		757

Completed Cases...

Paid Fine...

CRIMINAL	9	
TRAFFIC	150	
Total Paid Fines		159

Before Judge...

CRIMINAL	2	
TRAFFIC	4	
Total Before Judge		6

Total Completed		165
-----------------	--	-----

Other Completed...

DEFENDANT DECEASED

CRIMINAL	3	
TRAFFIC	4	
Total		7

DISMISSED OFFICER FAIL TO PROS

CRIMINAL	5	
TRAFFIC	16	
Total		21

DISMISSED(PRESENTED INSURANCE)

CRIMINAL	0	
TRAFFIC	34	
Total		34

DISMISSED (BY JUDGE'S ORDER)_

CRIMINAL	0	
TRAFFIC	3	
Total		3

DISMISSED E-PROOF

CRIMINAL	0	
TRAFFIC	3	
Total		3

DISMISSED (PRESENTED DL)

CRIMINAL	0	
TRAFFIC	4	

CHARLESTON MUNICIPAL COURT
 Report For December 1, 2018 Thru December 31, 2018

Page: 2
 FILEDST

Total		4
DISMISSED STORE CLOSED		
CRIMINAL	1	
TRAFFIC	0	
Total		1
DISMISSED OFF FAIL TO PROV VIN		
CRIMINAL	0	
TRAFFIC	3	
Total		3
DISMISSED (PROSECUTOR'S ORDER)		
CRIMINAL	23	
TRAFFIC	45	
Total		68
DISMISSED PRESENTED RECORDS		
CRIMINAL	6	
TRAFFIC	64	
Total		70
DISMISSED AFTER PT DIVERSION		
CRIMINAL	6	
TRAFFIC	7	
Total		13
DISMISSED WITHOUT PREJUDICE		
CRIMINAL	24	
TRAFFIC	15	
Total		39
VOIDED DOCKET		
CRIMINAL	0	
TRAFFIC	1	
Total		1
Total Other Completed		267
Grand Total Completed		432
Net Difference Filed/Complete		325

Warrants...

Issued...		
CRIMINAL	265	
TRAFFIC	217	
Total Violations		482
Total Warrants Issued		482
Cleared...		
CRIMINAL	245	

CHARLESTON MUNICIPAL COURT

Page: 3

Report For December 1, 2018 Thru December 31, 2018 FILEDST

TRAFFIC	212	
Total Violations		457
Total Warrants Cleared		457
Change in Total Warrants	25	

Other Paid Cases...

Paid Fine...		
Total Other Paid Fines		77

FINE FINE	\$13,687.00
LAWFND LAW ENFORCE. TRAIN STATE	\$276.00
LAWLOC LAW ENFORCE. TRAIN (LOCAL)	\$605.00
CVC CRIME VICTIM'S FUND	\$1,088.00
ADMIN ADMINISTRATIVE COST	\$276.00
JAILF REGIONAL JAIL CORR.	\$5,459.00
CCF COMMUNITY CORRECTIONS FUND	\$168.00
REST RESTITUTION	\$223.77-
OP OVER PAYMENT	\$4.00
ABF APPEAL BOND FEE	\$2.00
Total Fees/Fines Paid	\$21,341.23

Monthly Report – Definition Key

Violations by Filed Date:

Violations keyed into the Court software during the month

Completed Cases:

Cases where the fine and court costs were paid in full and the case was closed during the month.

Before Judge:

Number of violations where a case set for trial before the judge; the defendant was found guilty or entered a guilty plea at trial and the defendant paid off all costs/fines in full thereby closing the case.

Other Completed -Dismissed (By Complainant):

The City Attorney moved to dismiss cases because the person who filed the complaint no longer wishes to pursue the charges.

Defendant Deceased:

Cases dismissed because the defendant died.

Dismissed Officer Fail to Pros:

Cases dismissed because the officer failed to appear in Court.

Dismissed (presented insurance):

Cases dismissed because the defendant presented valid proof of insurance for the offense date.

Dismissed (presented DL):

Cases dismissed because the defendant presented a valid driver's license.

Dismissed Mistaken Identity:

Cases dismissed cases on the City Attorney's motion due to mistaken identity.

Dismissed (Prosecutor's Order):

Cases dismissed on the City Attorney's motion or as a result of a plea agreement.

Dismissed Presented Records:

Cases dismissed because the defendant presented records to satisfy a code or Court requirement.

Dismissed After PT Diversion:

Cases dismissed because the defendant entered into a Pre-Trial Diversion agreement with the City and satisfied the requirements of the Pre-Trial Diversion.

Dismissed Victim/Witness FTA:

Cases dismissed because the witness or victim did not appear in Court for trial.

Dismissed without prejudice:

Cases dismissed but the City having the option to re-file the case within one (1) year of the date of the offense.

Dismissed No Drug Results:

Drug results were not received for trial.

Dismissed – Officer Not With City

Officer/Witness is no long employed by the City.

Warrants

The Court issues warrants for Failure to Appear in Court for court sessions. These warrants are printed and copied to the CPD Warrants Division.

Cleared:

The Court clears warrants once the warrant is served by an officer or when a defendant self reports to the Court. The Court also clears warrants if a person is deceased, posts bond and or, in some cases, enters a plea.

Other Paid Cases:

The Court received a partial payment for a case; however, the defendant still has a balance due.

Search Warrant Issued:

A search warrant document was prepared and presented to the court by the City Attorney's office with regard to safety and public health concerns of a structure/property.

This report is not indicative of the case volume in Municipal Court. Rather, this information reflects payment status/coding for cases.

Bill No. 7801

Introduced in Council

January 7, 2019

Introduced by

Deanna McKinney

Passed by Council

Referred to

Municipal Planning Commission
Planning Committee

Bill No. 7801- A Bill amending the Zoning Ordinance of the City of Charleston, West Virginia, enacted the 1st day of January 2006, as amended, and the map made a part thereof, by rezoning from an R-10 district to a C-8 district, that certain parcel of land situate at 706 Central Avenue, Charleston, West Virginia.

Be it Ordained by the City Council of the City of Charleston, West Virginia:

1. The Zoning Ordinance of the City of Charleston, West Virginia, enacted the 1st day of January 2006, as amended, is hereby amended by rezoning from an R-10 district to a C-8 district the whole of the following described parcel of land:

Parcel No. 417.1 as shown on Charleston West Tax Map No. 21. Subject parcel commonly known as 706 Central Avenue, Charleston, West Virginia. Said tax map is of record in the Planning Office.
2. The Zoning Map, attached to and made a part of said Zoning Ordinance, is hereby amended in accordance with Article 27 of this ordinance.
3. All prior ordinances, or parts of ordinances, inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.