

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., OCTOBER 21, 2019
A/V CONFERENCE ROOM

Joseph Jenkins, Chairperson, called the meeting of the Charleston City Council Committee on Finance to order at 6:30 p.m., September 21, 2019, in the Audio/Visual Room in City Hall.

A silent roll was taken by the Clerk and a quorum was established. The following committee members were present:

Joseph Jenkins, Chair
Bobby Reishman, Vice Chair
Brent Burton
Mary Beth Hoover
Will Laird
Shannon Snodgrass
Keeley Steele

I. DISCUSSION:

a. Councilmember Reishman asked for unanimous consent to dispense with the reading of the minutes for the October 7, 2019 meeting and that they be approved as distributed. There was no objection and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 244-19 - A Resolution authorizing the Mayor or City Manager to accept two loans from the West Virginia Housing Development Fund (the "Lender") in the original principal amount of up to \$10,000 for the Organization Technical Assistance Program and up to \$20,000 for the Predevelopment Program (the "Loans") to be used to develop a comprehensive blight mapping project and housing infill architectural design templates to assist with blight removal and redevelopment across the entire City of Charleston; and

WHEREAS, in connection with the Loans, the City Of Charleston intends to execute and deliver a promissory note pursuant to which the Lender will extend the Loans to the City of Charleston, and certain other agreements, documents, instruments and certificates in connection with the foregoing, including a credit line deed of trust granting the Lender a lien on and security interest (all of the foregoing, including the promissory note and credit line deed of trust, are collectively referred to as the "Loan Documents").

Now Therefore, Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager be, and hereby is, authorized to negotiate the terms of, and execute, on behalf of the City, the Loan Documents, any amendments, supplements, modifications, extensions and renewals to the Loan Documents and any and all other documents contemplated by the terms of the Loan Documents which the Lender may request or require in connection with the consummation of the Loan.

FURTHER RESOLVED, that any and all actions taken by the Mayor or City Manager and any other properly authorized officers of the City in connection with the negotiation, preparation and execution of the Loan Documents prior to the date hereof are hereby ratified, affirmed and approved in all respects.

FURTHER RESOLVED, that the signature of the Mayor or City Manager to any of the Loan Documents shall be conclusive evidence of the authority of the Mayor or City Manager to execute and deliver such Loan Document on behalf of the City of Charleston.

Planning Director, Dan Vriendt, explained that the City was awarded 2 grants (that are forgivable loans) from the West Virginia Housing Development Fund. The first grant is for a web-based system that will integrate City data from multiple Departments into a single, GIS based platform. This is anticipated to greatly help the Charleston Land Reuse Program. The second grant is for templates for infill housing floor plans. The City will contract out for architectural services to develop floor plans to fit on 25 ft lots.

Councilmember Steele suggested that the plans be sustainable and energy efficient.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution 244-19 approved.

- b. Resolution No. 252-19 - A Resolution authorizing the Mayor or City Manager to enter into an agreement with Municipal Leasing Consultants, in the amount of approximately \$615,000.00 for a three-year lease purchase period at a rate of 2.027% and approximately \$ 1,843,500 for a five-year lease purchase period at a rate of 2.027%, for the purchase of various vehicles and equipment for City departments subject to review and final approval by legal counsel for the City. The vendor was selected through a competitive bidding process.

Now Therefore, Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is authorized to enter into an agreement with Municipal Leasing Consultants, in the amount of approximately \$615,000.00 for a three-year lease purchase period at a rate of 2.027% and approximately \$ 1,843,500 for a five-year lease purchase period at a rate of 2.027%, for the purchase of various vehicles and equipment for City departments subject to review and final approval by legal counsel for the City.

City Manager, Jonathan Storage, added that the purchase is part of an annual Capital Outlay financing package, which is how the City finances vehicles such as firetrucks, ambulances, dump trucks, etc. This will also include next year's purchase of CPD control vehicles. One bid not listed was determined to be non-responsive.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution 252-19 approved.

Lease Purchase Agreement
Bid Opening: October 7, 2019 @ 11:00am

		Three (3) Year Loan	Five (5) Year Loan
Country Roads Leasing, LLC PO Box 217 Bridgeport, WV 26330 P: (304) 842-2288	Non-Bank Qualified	4.27%	4.34%
	Bank Qualified	3.27%	3.34%
Pinnacle Public Finance, Inc. a Bank United Company 8377 E Hartford Dr., Suite 115 Scottsdale, AZ 85255 P: (480) 419-3634	Non-Bank Qualified	2.35%	2.38%
	Bank Qualified	2.35%	2.38%
Municipal Leasing Consultants 7 Old Town Lane Grand Isle, VT 05458 P: (802) 372-8435	Non-Bank Qualified	2.027%	2.027%
	Bank Qualified	2.027%	2.027%
PNC Equipment Finance, LLC 155 E. Broad Street, 5th Floor Columbus, OH 43215 P: (614) 463-6575	Non-Bank Qualified	2.10%	2.14%
	Bank Qualified	2.06%	2.06%

- c. Resolution No. 253-19 - Authorizing the Mayor or City Manager to enter into a construction contract with Triton Construction, Inc. in the amount of \$2,430,500.00 for repair work to the South Side Bridge. The contractor was selected through a competitive bidding process.

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

That the Mayor or City Manager is hereby authorized to enter into a construction contract with Triton Construction, Inc. in the amount of \$2,430,500.00 for repair work to the South Side Bridge. The contractor was selected through a competitive bidding process.

Storage added that it is anticipated that the WV Division of Highways will contribute approximately \$1.8 million. The cost exceeded the anticipated budget for the project by \$155,000.00.

Councilmember Hoover confirmed with City Engineer, Chris Knox, that the accepted bid was adequate to complete the project given the large difference in bid quotes. Councilmember Reishman confirmed with Knox that the City had worked with the accepted bidder in the past. The work will ideally begin in November.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution 253-19 approved.

City of Charleston, WV
South Side Bridge Repair Project
Bid Opening: Friday, October 11, 2019 @ 10:00am

	Triton Construction, Inc PO Box 1360 St. Albans, WV 25177 P: (304)759-2100	Advantage Steel and Construction LLC 2300 South Noah Drive Saxonburg, PA 16056 P: (724) 352-4842	Orders Construction Company PO Box 1448 St. Albans, WV 25177 P: (304) 722-4237
South Side Bridge Repair Project	\$2,430,500.00	\$3,129,120.00	\$4,305,430.00
Total Bid	\$2,430,500.00	\$3,129,120.00	\$4,305,430.00

- d. Resolution No. 254-19 - Authorizing the Mayor or City Manager to enter into a construction contract with Blue Creek Masonry, Inc. in the amount of \$53,500.00 for the construction of a new Charleston Wayfinding Welcome Sign to be placed near the intersection of Airport Road and Greenbrier Street.

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

That the Mayor or City Manager is hereby authorized to enter into a construction contract with Blue Creek Masonry, Inc. in the amount of \$53,500.00 for the construction of a new Charleston Wayfinding Welcome Sign to be placed near the intersection of Airport Road and Greenbrier Street.

Storage added that the proposed sign will be a companion to the one on Eastbound I-64. This is part of a long-term project with Wayfinding Commission, Charleston Area Alliance, GAI Consulting and the Greater Kanawha Valley Foundation. The latter of which will be contributing \$12,257, the remainder will come out of the Wayfinding Fund.

Councilmember Steele confirmed that the design will be the same as the current sign.

Storage added that the Wayfinding Commission has agreed to pay for solar lighting for the sign as well.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative Chairperson Jenkins declared Resolution 254-19 approved.

City of Charleston, WV Wayfinding Welcome Sign Bid Opening: October 15, 2019 @ 10:00am	
	Blue Creek Masonry, Inc 1505 Rutledge Rd Charleston, WV 25311 (304) 400-4520 meansstone@hotmail.com
Charleston Wayfinding Welcome Sign	\$53,500.00
Total Bid	\$53,500.00

Councilmember Reishman motioned to adjourn the meeting.

Meeting adjourned.