

CHARLESTON CITY COUNCIL

Regular Meeting

November 18, 2019

at 7:00 PM



Council Chambers, 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

1. Claims 11-18-2019

PROCLAMATIONS

1. 11-18-2019

COMMUNICATIONS

1. 11-18-2019

PUBLIC HEARINGS

1. Bill No. 7836 - A Bill approving certain modifications of the West Side Community Renewal Plan for the City of Charleston, West Virginia.

REPORTS OF STANDING COMMITTEES

FINANCE

1. Resolution No. 260-19 - Authorizing the City Manager to enter into one or more agreements for the purchase of E-10 Gasoline and Diesel Fuel.
2. Resolution No. 261-19 - Authorizing the Mayor or City Manager to enter into an agreement with Urban Design Ventures for Community Development Planning Consulting Services.
3. Resolution No. 262-19 - Authorizing the Finance Director to amend the 2019 Community Development Block Grant budget.
4. Resolution No. 263-19 - A Resolution authorizing the Mayor or City Manager to purchase of fifteen 2020 Ford Police Interceptor Utility Vehicles with All Wheel Drive.
5. Resolution No. 264-19 - Authorizing the Mayor or City Manager to purchase 133 Dell computers.
6. Resolution No. 265-19 – Authorizing “Citizen Appreciation Parking” during certain Saturdays in November, December, and January.
7. Resolution No. 266-19 - Authorizing the Chairperson of the Coliseum & Convention Center / Municipal Auditorium Board or the City Manager to enter into an agreement with SearchWide Global to conduct a national search for a new General Manager of the Coliseum & Convention Center / Municipal Auditorium.

REPORTS OF OFFICERS

1. 11-18-2019

NEW BILLS

1. 11-18-2019

UNFINISHED BUSINESS AND/OR MISCELLANEOUS BUSINESS

ROLL CALL

ADJOURNMENT

THE NEXT REGULAR MEETING OF COUNCIL WILL BE HELD DECEMBER 2, 2019 AT 7:00 P.M.

THIS AGENDA WAS AMENDED 11-14-2019

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



AFFIDAVIT City of Charleston



STATE OF WEST VIRGINIA
COUNTY OF KANAWHA, to-wit:

The Mayor, Recorder, and/or Municipal Attorney of the City of Charleston, West Virginia, will take notice that this day appeared before the undersigned authority,

MARK HARRIS, Claimant,
who, after being first by me duly sworn, deposes and says:

That this affiant resides at: 525 NANCY ST CHARLESTON, WV 25311

Telephone Number: 304 343 9388

and that on the 30 day of SEPT, 2018/2019, at approximately 9:00 am/pm
in the City of Charleston, West Virginia, he/she sustained

BKNE INJURY

Nature Of Injury And/Or Damage

As A Result Of:

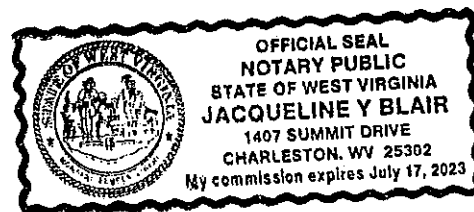
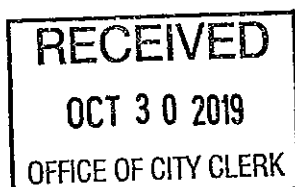
STEPPING INTO UNCOVERED WATER METER PIT
ON THE SIDEWALK.
(CLAIMANT IS BLIND)

As a result of which accident the Claimant, MARK HARRIS, does hereby
make claim against the City of Charleston, West Virginia, for damages incurred and to be incurred by
him/her in the future.

[Signature]
Signature of Claimant

Taken, subscribed and sworn to before me this 30th day of October, 2019.
My commission expires July 17, 2023.

[Signature]
Notary Public





AFFIDAVIT
City of Charleston



STATE OF WEST VIRGINIA
COUNTY OF KANAWHA, to-wit:

The Mayor, Recorder, and/or Municipal Attorney of the City of Charleston, West Virginia, will take notice that this day appeared before the undersigned authority,

Rose McCune, Claimant,
who, after being first by me duly sworn, deposes and says:

That this affiant resides at: 102- 52nd St. SE, Charleston, WV 25304

Telephone Number: 304- 552-1760

and that on the 26th day of October, 2018/2019, at approximately 11:00 am pm
in the City of Charleston, West Virginia, he/she sustained

Large tree limbs fell on my house and damaged
roof and gutters.

Nature Of Injury And/Or Damage

As A Result Of:

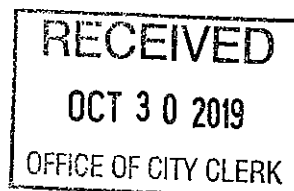
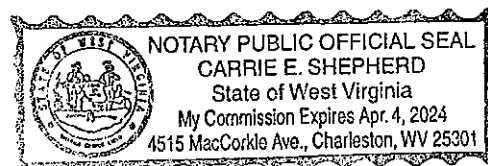
Told them:
(I contacted City Tree needed trimmed. I called the day
before to City Hall but high winds came next night
and caused more damage after initial fall of
limbs. Entire tree needs trimmed or more damage.

As a result of which accident the Claimant, Rose McCune, does hereby
make claim against the City of Charleston, West Virginia, for damages incurred and to be incurred by
him/her in the future.

Rose McCune
Signature of Claimant

Taken, subscribed and sworn to before me this 28th day of October, 2019.
My commission expires April 4th 2024.

Carrie E. Shepherd
Notary Public



**EXECUTIVE DEPARTMENT
CITY OF CHARLESTON
PROCLAMATION**

- WHEREAS:** According to the West Virginia Small Business Development Center, 98.9 percent of businesses in our state are considered small businesses (2018 Small Business Snapshot); and
- WHEREAS:** The City of Charleston celebrates our local small businesses and the contributions they make to our local economy and community—creating jobs, boosting our local economy and making Charleston a great place to live, work and visit; and
- WHEREAS:** Shopping at locally owned businesses provides residents and visitors experiences unique to our communities, further reinforces the distinct character of our vibrant Capital City, and fosters relationships and community cohesiveness; and
- WHEREAS:** On average two-thirds of every dollar spent at a local business stays in the local community. This multiplier effect generates a lasting impact on the prosperity of local organizations and residents; and
- WHEREAS:** Local business owners invest in our City through their commitment to the wellbeing and future of our workforce and residents, their involvement in local government and key development decisions, and their contributions to local not-for-profit organizations.

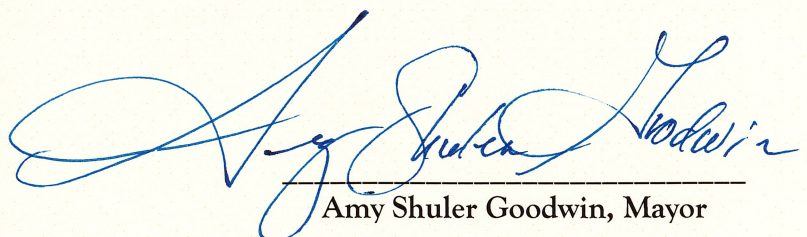
NOW THEREFORE, I, Amy Shuler Goodwin, Mayor of the City of Charleston, do hereby proclaim November 30, 2019, as

SMALL BUSINESS SATURDAY

in the City of Charleston and encourage all citizens to shop local this holiday season and throughout the year.

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the Executive Department to be affixed this 18th day of November 2019.




Amy Shuler Goodwin, Mayor

Resolution No. 260-19

Introduced in Council

Passed by Council

November 18, 2019

Introduced by
Joseph Jenkins

Referred to:
Finance

1 Resolution No. 260-19 - Authorizing the Mayor or City Manager to enter into one or
2 more agreements for the purchase of E-10 Gasoline and Diesel Fuel through bids to be
3 received by the Kanawha Valley Regional Transportation Authority on November 20,
4 2019. The bid prices for E-10 Gasoline and Diesel Fuel shall remain in effect for a 24-
5 hour period following the bid opening; therefore, the Mayor or City Manager is
6 authorized to exercise discretion in accepting or rejecting such bid proposals as he or
7 she determine to be in the best interest of the City and to report same to the Finance
8 Committee and Council at the next scheduled meeting.

9

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

11

12 The Mayor or City Manager is authorized to enter into one or more agreements for the
13 purchase of E-10 Gasoline and Diesel Fuel through bids to be received by the Kanawha
14 Valley Regional Transportation Authority on November 20, 2019. The bid prices for E-10
15 Gasoline and Diesel Fuel shall remain in effect for a 24-hour period following the bid
16 opening; therefore, the Mayor or City Manager is authorized to exercise discretion in
17 accepting or rejecting such bid proposals as he or she determine to be in the best
18 interest of the City and to report same to the Finance Committee and Council at the
19 next scheduled meeting.

Resolution No. 261-19

Introduced in Council

Passed by Council

November 18, 2019

Introduced by
Joseph Jenkins

Referred to:
Finance

1 Resolution No. 261-19 - Authorizing the Mayor or City Manager to enter into an
2 agreement with Urban Design Ventures for Community Development Planning
3 Consulting Services in the amount of \$31,900.00. The consultant was selected through a
4 competitive bidding process. The consultant will provide planning and implementation
5 services for the Preparation of the Fiscal Year 2020 Annual Action Plan and the Fiscal
6 Year 2020-2024 Five-Year Consolidated Plan and Strategy for the CDBG and HOME
7 Programs

8

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

10

11 The Mayor or City Manager is hereby authorized to enter into an agreement with Urban
12 Design Ventures for Community Development Planning Consulting Services in the
13 amount of \$31,900.00. The consultant was selected through a competitive bidding
14 process. The consultant will provide planning and implementation services for the
15 Preparation of the Fiscal Year 2020 Annual Action Plan and the Fiscal Year 2020-2024
16 Five-Year Consolidated Plan and Strategy for the CDBG and HOME Programs.

17

Community Development Planning Consulting Services - MOECD
 Bid Opening - November 1, 2019 @ 11:00am

		Urban Design Ventures 212 East 7th Avenue Homestead, PA 15120 (412) 461-6916 karl@urbandesignventures.com	TDA Constulting, Inc. 131 Atkinson Street, Suite B Laurinburg, NC 28352 (910) 277-1275 Droberts@tdainc.org
Consulting Services Total		\$31,900.00	\$57,447.87
Project Completion		June 2020	May 2020
Total Bid		\$31,900.00	\$57,447.87

The selection process was based on a scoring system ranked by 4 evaluators, see below for the Rubric.

		Urban Design Ventures	TDA
Experience of Consultant and project team with similar projects	0 - 160 points	160	130
Total project cost, rate schedule and appropriateness of cost allocation among tasks	0 - 100 points	95	50
Completeness of the proposal and work plan and the extent that the objectives meet the project's requirements and outcomes	0-100 points	100	100
Previous experience with work in the City of Charleston	0-20 points	20	0
Minority/women participation	0-20 points	0	20
Total Points	400 maxium points	375	300
Average score		93.75%	75%

Resolution No. 262-19

Introduced in Council:

November 18, 2019

Adopted by Council:

Introduced by:

Joseph Jenkins

Referred to:

Finance

Resolution No. 262-19 - Authorizing the Finance Director to amend the 2019 Community Development Block Grant budget as indicated on the accounts listed below.

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

That the Finance Director is hereby authorized and directed to amend the 2019 Community Development Block Grant budget as indicated on the accounts listed below:

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>INCREASE/(DECREASE)</u>
009-019-00-199-0-999	Unprogrammed Funds	\$14,000.00 Decrease
009-019-00-011-0-999	Kanawha Valley Collective Outreach	\$14,000.00 Increase

MOECD proposes to allocate CDBG funds to the Kanawha Valley Collective for outreach expenses (Birth certificates, ID's and bus tickets for those experiencing homelessness.) The funds will come from unprogrammed funds.

Resolution No. 263-19

Introduced in Council:

Adopted by Council:

November 18, 2019

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 263-19 - A Resolution authorizing the Mayor or City Manager to purchase
2 fifteen 2020 Ford Police Interceptor Utility Vehicles with All Wheel Drive from Thornhill Ford
3 Lincoln, 119 North 500 Ford Fairlane, Chapmanville, WV, which has been awarded a state
4 contract for law enforcement vehicles through a competitive agency procurement with the
5 West Virginia State Police. Thornhill Ford Lincoln has agreed to honor the state contract pricing
6 for the City of Charleston. The price per vehicle is \$35,903, and the total purchase price is
7 \$538,545.00. The purchased vehicles will replace current vehicles in the police fleet according
8 to a standard replacement cycle. The expense will be charged to Account No. 001-976-00-700-
9 4-459, Public Safety Capital Outlay.

10

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

12

13 The Mayor or City Manager is authorized to purchase fifteen 2020 Ford Police Interceptor
14 Utility Vehicles with All Wheel Drive from Thornhill Ford Lincoln, 119 North 500 Ford Fairlane,
15 Chapmanville, WV, which has been awarded a state contract for law enforcement vehicles
16 through a competitive agency procurement with the West Virginia State Police. Thornhill Ford
17 Lincoln has agreed to honor the state contract pricing for the City of Charleston. The price per
18 vehicle is \$35,903, and the total purchase price is \$538,545.00. The purchased vehicles will
19 replace current vehicles in the police fleet according to a standard replacement cycle. The
20 expense will be charged to Account No. 001-976-00-700-4-459, Public Safety Capital Outlay.

21

Resolution No. 264-19

Introduced in Council:

Adopted by Council:

November 18, 2019

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 264-19 – Authorizing the Mayor or City Manager to purchase 133 Dell
2 computers for a total cost of \$107,961.84, with 115 computers to be purchased for various
3 executive departments, 3 computers to be purchased for the Coliseum & Convention Center,
4 11 computers to be purchased for the Metropolitan Drug Enforcement Network, and 4
5 computers to be purchased for the Parking System. The computer purchases will be made
6 pursuant to a competitively procured state-wide contract in place with the West Virginia
7 Purchasing Division and available for use by municipalities.

8

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

10

11 The Mayor or City Manager are authorized to purchase 133 Dell computers for a total cost of
12 \$107,961.84, with 115 computers to be purchased for various executive departments, 3
13 computers to be purchased for the Coliseum & Convention Center, 11 computers to be
14 purchased for the Metropolitan Drug Enforcement Network, and 4 computers to be purchased
15 for the Parking System. The computer purchases will be made through to a competitively
16 procured state-wide contract in place with the West Virginia Purchasing Division and available
17 for use by municipalities.

18

Resolution No. 265-19

Introduced in Council:

Adopted by Council:

November 18, 2019

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 265-19 – Authorizing “Citizen Appreciation Parking” for November 30, 2019,
2 December 7, 2019, December 14, 2019, December 21, 2019, December 28, 2019, and January
3 4, 2020. “Citizen Appreciation Parking” shall include the waiving of hourly parking fees at all
4 metered on-street parking spaces. The parking revenue losses will amount to approximately
5 \$1,700 per Saturday.

6

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

8

9 That “Citizen Appreciation Parking” is authorized for November 30, 2019, December 7, 2019,
10 December 14, 2019, December 21, 2019, December 28, 2019, and January 4, 2020. “Citizen
11 Appreciation Parking” shall include the waiving of hourly parking fees at all metered on-street
12 parking spaces. The parking revenue losses will amount to approximately \$1,700 per Saturday.

13

Resolution No. 266-19

Introduced in Council:

Adopted by Council:

November 18, 2019

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 266-19 – Authorizing the Chairperson of the Coliseum & Convention Center /
2 Municipal Auditorium Board or the City Manager to enter into an agreement with SearchWide
3 Global to conduct a national search for high-quality candidates to fill the position of General
4 Manager of the Coliseum & Convention Center / Municipal Auditorium. The Board of Directors
5 for the Coliseum & Convention Center / Municipal Auditorium voted to recommend the
6 proposed agreement with SearchWide Global to City Council after seeking service and cost
7 information from numerous companies operating within the executive search industry. The
8 Board found that the overall service, expertise, and experience of SearchWide Global was
9 superior to its competitors. The company's professional fee is \$37,500, excluding costs for
10 candidate travel, lodging, and meals.

11
12 Be it Resolved by the Council of the City of Charleston, West Virginia:

13
14 The Chairperson of the Coliseum & Convention Center / Municipal Auditorium Board or the
15 City Manager is authorized to enter into an agreement with SearchWide Global to conduct a
16 national search for high-quality candidates to fill the position of General Manager of the
17 Coliseum & Convention Center / Municipal Auditorium. The Board of Directors for the
18 Coliseum & Convention Center / Municipal Auditorium voted to recommend the proposed
19 agreement with SearchWide Global to City Council after seeking service and cost information
20 from numerous companies operating within the executive search industry. The Board found
21 that the overall service, expertise, and experience of SearchWide Global was superior to its
22 competitors. The approved fee is \$37,500, and SearchWide Global is entitled to reasonable
23 out-of-pocket travel, lodging, and meal costs for prospective candidates after receiving pre-
24 approval from the Chairperson of the Board or the City Manager. The total cost of this
25 agreement shall not exceed \$45,000. The expenses for this agreement will be charged to
26 Account No. 001-412-00-000-2-223.

Charleston Coliseum & Convention Center

EXECUTIVE DIRECTOR

Executive Search Proposal

November 12, 2019



SearchWide Global

SearchWideGlobal.com

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Contact

Recruiter:

Mark Gnatovic
Executive Vice President
817-251-9118 Office
817-789-9879 Mobile

[Email](#)

Office Locations:

Phoenix, Arizona
Washington, DC
St. Paul, Minnesota
New York, New York
Cincinnati, Ohio
Dallas, Texas

Years in Business: 20

ABOUT SEARCHWIDE GLOBAL

Dear Carrie,

Thank you for allowing us to submit our information as a solution for the Charleston Coliseum and Convention Center to complete the search for your next Executive Director.

SearchWide Global is a full-service executive search firm primarily for companies in the convention, tradeshow and greater hospitality industry. We specialize in C-Level and Director level executive searches for companies ranging in size from Fortune 500 corporations to mid-sized public and private companies and associations. We have placed several positions similar to this including the Cam-Plex Complex in Wyoming to the Orlando Convention Center (OCCC) and the Fox Theater Atlanta to the Tacoma Dome and many in-between.

Our team is comprised of the best and the brightest in the industry. The tenure of our associates and depth of our credentials, experiences, and relationships enables us to deliver excellent results in a timely manner. Our focus is to deliver exceptional service, with flexibility, at a pace set by the companies we serve.

SearchWide Global values workplace diversity and focuses on the differences and similarities that people can bring to an organization or culture within that organization. Diversity has many dimensions which influence the identities and perspectives that people bring, such as profession, education, parental status, geographic location, disability, ethnicity, race, and gender. We strive to be inclusive of everyone throughout our prospecting phase.

Founded in 1999, we have remained focused on our core values for more than two decades: INTEGRITY, ETHICS, PASSION and RESPECT. By combining the best search practices and adapting to the needs and culture of your company, we are able to focus on adding value to the team and the community. Our proven ability to connect clients with exceptional candidates is the trademark of our work. We are able to serve our clients effectively and efficiently by staying closely connected to the most talented people in the hospitality industry.

Carrie, we're looking forward to working with you!

Mark Gnatovic
Executive Vice President

Core Values

Integrity



Ethics



Passion



Respect



OUR SIGNATURE PROCESS

We are committed to provide extraordinary services every step of the way by offering unique deliverables tailored to fit your needs while creating bench strength within your organization. Additional details about our approach and the [search process](#) is as follows:

NEEDS ASSESSMENT INTERVIEWS

WEEK 1

Prior to beginning the search, we will complete a detailed needs assessment in order to fully understand the role that the new executive will be expected to play. This includes phone and/or face-to-face meetings with key stakeholders and staff, a detailed list to be established by the committee and SearchWide Global.

DEVELOP POSITION DESCRIPTION AND MARKETING PLAN

WEEK 1

After the Needs Assessment, we will create a detailed position description / organization overview, incorporating your current job description and building it out some to a total revision. This position description will also act as an important sales and marketing tool. This will require final approval by the search committee.

PROSPECTING AND QUALIFYING CANDIDATES

WEEK 2 - WEEK 6

SearchWide Global takes a targeted approach to marketing the position and sourcing candidates. We use our strong relationships (inside and outside the industry), solid processes, a robust database, and industry expertise to provide your organization with only the best and brightest candidates. Weekly updates will be provided on candidate activity.

REVIEW CANDIDATE LIST WITH SEARCH COMMITTEE

WEEK 7

A summary of the top 5 to 7 candidates will be available to review on our secure web portal. We will review this list with the committee, face to face, in order to select the top 4 to 5 candidates for the committee to interview.

BACKGROUND AND REFERENCE CHECKS AND DISC TESTING

WEEK 8 - WEEK 9

Once we have all agreed on the 4 to 5 finalists and they have been thoroughly interviewed by SearchWide Global, we will complete the following steps:

1. Check references. We will talk to two previous supervisors, two previous direct reports, and two additional professional references.
2. Conduct a background check that covers federal, county and state criminal history, pre-employment credit, and driving and education verification.
3. Have candidates complete the DiSC profile assessment.

Core Values

Integrity



Ethics



Passion



Respect



OUR SIGNATURE PROCESS *CONTINUED*

FINAL CANDIDATE INFORMATION DELIVERED

WEEK 9

To prepare for the final interviews, the collected background data, references, resume, and DiSC profile for each finalist will be available to review on our secure web portal using your own computer, mobile phone, or tablet. As a secondary option, we will provide an iPad to those who prefer an alternative device to review the candidate information.

SEARCH COMMITTEE INTERVIEWS

WEEK 10

SearchWide Global will coordinate and facilitate all of the logistics for these face to face interviews. If five candidates will be interviewed, a suggested format might be as follows:

Day 1:

11:00am - 12:00pm	Lunch and Pre-Meeting
12:00pm - 1:30pm	Candidate 1
1:45pm - 3:15pm	Candidate 2
3:30pm - 5:00pm	Candidate 3

Day 2:

8:00am - 9:30am	Candidate 4
9:45am - 11:15am	Candidate 5
11:30am	Wrap up Meeting

SECOND INTERVIEWS

This will be for the finalist(s) and should include a meal with the committee. We would recommend inviting significant others for this second interview. This is also an appropriate time to include other stakeholders in the process.

OFFER AND NEGOTIATION

SearchWide Global has extensive experience handling the hiring, negotiating and turn down process, in a way that protects the reputation and integrity of everyone involved.

SELECTION AND APPOINTMENT

Our interaction with your organization and the placed candidate does not stop when the search is closed. We stay in close contact on a quarterly basis to ensure that all parties remain satisfied and productive.

Your team of experts dedicated to handling this search include:



Mark Gnatovic

EXECUTIVE VICE PRESIDENT
DALLAS, TX OFFICE

Mark leads our venue search practice (convention centers, stadiums, arenas and performing arts facilities). Additionally, he leads our convention, tradeshow and experiential marketing segments and has conducted search with major Destination Marketing Organizations. Prior to SearchWide Global, Mark spent more than 15 years in the convention industry. Mark currently serves as a Board Trustee with IAVM.



Rachel Tomlin

RESEARCHER & RECRUITER
CHARLOTTE, NC OFFICE

Rachel graduated from Bowling Green State University with a degree in Journalism, focusing on Public Relations. Her experience in recruiting and hotel account sales provides her the skills to research and recognize the best and most qualified candidates as well as deliver thorough references to our clients.



Tracy Smith

PROJECT MANAGER
HEADQUARTERS OFFICE

Tracy manages search logistics across all sectors, ensuring that the process is completed successfully, and assists with daily operations. Prior to joining SearchWide Global, she spent 11 years in the sports and events industry. Tracy holds a communications degree from the University of Wisconsin Eau Claire.



PARTIAL CLIENT LIST

Venues & Facilities

- **Anaheim Convention Center** | Deputy Director
- **Bayfront Convention Center** | General Manager
- **Boston Convention and Exhibition Center** | General Manager
- **CAM-PLEX Multi Event Facilities** | Executive Director
- **Cleveland Convention Center SMG** | General Manager
- **Columbus Convention Center SMG** | Assistant General Manager
- **Dallas Convention Center** | General Executive Manager
- **Emerald Coast Convention Center** | General Manager
- **Empire State Building** | Observatory Director/General Manager
- **Evansville Auditorium & Convention Center SMG** | General Manager
- **Fox Theatre** | Director of Ticketing, Director of Operations
- **Huntington Convention Center of Cleveland SMG** | General Manager
- **Jackson Convention Complex SMG** | General Manager
- **Kentucky International Convention Center** | General Manager
- **Lansing Entertainment & Public Facilities Authority** | President/CEO
- **Massachusetts Convention Center Authority** | General Manager
- **Miami Beach Convention Center Spectra** | General Manager
- **Nashville Music City Center** | General Manager
- **New Orleans Ernest N. Morial Convention Center** | President
- **Raleigh Convention & Performing Arts Center** | Director
- **San Antonio** | Convention & Sports Facilities Director
- **Tacoma** | General Executive Manager/Director of Public Facilities District

"I have had the pleasure of working with SearchWide Global on multiple searches in this location and others. I am pleased to say that in all cases these searches have been completely successful and in all cases the positions remain filled and individuals are performing well."

Michael Krouse

President & CEO

Ontario Convention Center



PARTIAL CLIENT LIST

Destination Marketing Organizations

- **Austin, TX** | President/CEO, Vice President, Senior Vice President of Sales, Vice President of Sales
- **Baltimore, MD** | President/CEO, Chief Operating Officer, Vice President of Marketing
- **Cincinnati, OH** | President/CEO, Vice President of Sales (3)
- **Columbus, OH** | President/CEO, Vice President of Sales
- **Dallas, TX** | Senior Vice President of Sales & Services, Senior Vice President of Marketing
- **Denver, CO** | Senior Vice President, Vice President of Convention Sales & Services
- **Houston, TX** | President/CEO, Chief Operating Officer, Senior Vice President of Marketing, Vice President of Sales
- **Indianapolis, IN** | President/CEO (2), Senior Vice President Sales, Vice President Sales
- **Los Angeles, CA** | Chief Marketing Officer, Senior Vice President of Sales & Client Services, Vice President of Convention Sales
- **Nashville, TN** | Senior Vice President of Sales
- **New Orleans, LA** | Vice President of Sales, Vice President of Convention Sales, Vice President of Communications
- **Orlando, FL** | CEO, Senior Vice President of Convention Sales & Services
- **Philadelphia, PA** | Senior Vice President (2), Vice President of Sales & Marketing
- **Phoenix, AZ** | Senior Vice President
- **San Antonio, TX** | CEO, Executive Director, Assistant Director (3), Vice President of Sales & Services, Vice President of Marketing & Communications
- **Washington, DC** | President/CEO, Vice President of Sales

"The SearchWide team did an outstanding job in developing a plan of action and followed the plan to conclusion. Every part of the plan was executed and we found our ideal candidate. We were very pleased with SearchWide."

Gene McMenamin

General Manager
Omni Austin Hotel
Chair-Elect, Search Committee for
Austin CVB President & CEO Search



REFERENCES

CAM-PLEX MULTI EVENT FACILITIES

Mary Silvernell, Client

Executive Director

307-299-2838 | mary@visitgilettewright.com

INTERNATIONAL ASSOCIATION OF VENUE MANAGERS (IAVM)

Brad Mayne, Client and Placed Executive

President & CEO

972-538-1021 | brad.mayne@iavm.org

MASSACHUSETTS CONVENTION CENTER AUTHORITY

David Gibbons, Client

Executive Director

617-954-2000 | dgibbons@massconvention.com

NEW ORLEANS ERNEST N. MORIAL CONVENTION CENTER

Melvin Rodrigue, Client

President & CEO at Galatoire's Restaurant

Chair of Search Committee for Ernest N. Morial Convention Center President Search

504-335-3930 | mrodrigue@galatoires.com

SAN DIEGO CONVENTION CENTER CORPORATION

Steve Cushman, Client

President & CEO, Cush Enterprises

Search Committee Chair for San Diego Convention Center Corp. President & CEO Search

858-549-2874 | scushman@cushnet.net

"SearchWide Global conducted the search for the San Diego Convention Center and did an outstanding job. Their knowledge of the venue management industry, level of service and consultative approach helped guide the search committee from start to finish. I have used other high profile search firms in the past and SearchWide Global ranks at the very top."

Steve Cushman

President, Cush Enterprises

Search Committee Chair

San Diego Convention Center Corporation



FEES & GUARANTEE

FEES

Our Professional Fee for conducting this search shall be a flat fee of \$37,500. In addition, SearchWide Global will bill any out of pocket expenses incurred related to the search and approved by your company in advance. For example, out of pocket expenses may include candidate and consultant travel, lodging, meals, or other necessary and reasonable expenses. DiSC Assessments and background checks for up to four candidates will be included as part of the Professional Fee.

Charleston Coliseum and Convention Center agrees to pay SearchWide Global an additional Professional Fee if the company hires more than one candidate presented by SearchWide Global within 12 months of the execution of this Agreement. The additional Professional Fee shall be 30% of the annual base salary for any candidate hired within the 12-month period.

Our Professional Fee will be due in three installments as follows:

1. \$12,500 due upon signing this Agreement.
2. \$12,500 due within 30 days of signing this Agreement.
3. \$12,500, plus expenses, due upon completion of the search, such as placement of a candidate, closure of the search by the client for any reason, or the client places the search on hold for more than 60 days.

GUARANTEE

In the event that the referred candidate is hired, and thereafter is discharged or voluntarily terminates employment within 12 months of hiring, SearchWide Global will search for a replacement candidate or search for a candidate for a different position within your company, at no additional Professional Fee.



Our work affects people's lives every single day and what we do is important, rewarding, and fun.

HEADQUARTERS OFFICE

680 Commerce Drive #220
St. Paul, Minnesota 55125

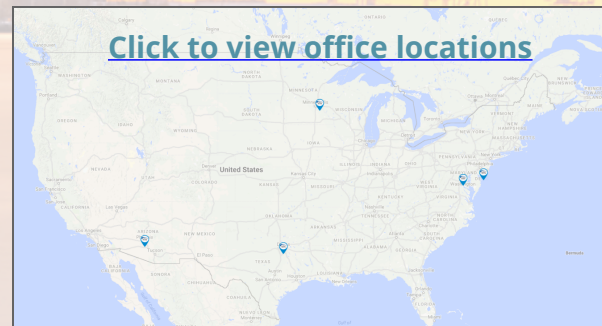
info@searchwideglobal.com

888-386-6390 Toll Free
651-275-1370 Office
651-275-1367 Fax

REGIONAL OFFICES

Phoenix, Arizona
Washington, DC
New York, New York
Cincinnati, Ohio
Dallas, Texas

[Click to view office locations](#)



SearchWideGlobal.com

**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 Amy Shuler Goodwin
FROM: Conrad Lucas, Clerk
DATE: **Tuesday, November 5th, 2019**
RE: **October 2019 Financial Information, Charleston Municipal Court**

TOTAL CITATIONS FILED: 1,040

Criminal Violations: 211

Traffic Violations: 829

Parking: 0

Building Search Warrants: 0

RESTITUTION COLLECTED (paid to victims): \$1,210.00

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

FINANCIAL REPORT ATTACHED

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

Violations by Filed Date...

TRAFFIC	829	
CRIMINAL	211	
Total Filed Violations		1,040

Completed Cases...

Paid Fine...

TRAFFIC	344	
CRIMINAL	12	
Total Paid Fines		356

Before Judge...

TRAFFIC	25	
CRIMINAL	5	
Total Before Judge		30

Total Completed		386
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Other Completed...

DISMISS- OFFICER NOT WITH CITY

TRAFFIC	56	
CRIMINAL	6	
Total		62

DEFENDANT DECEASED

TRAFFIC	2	
CRIMINAL	1	
Total		3

DISMISSED OFFICER FAIL TO PROS

TRAFFIC	33	
CRIMINAL	9	
Total		42

DISMISSED(PRESENTED INSURANCE)

TRAFFIC	44	
CRIMINAL	0	
Total		44

DISMISSED (BY JUDGE'S ORDER)_

TRAFFIC	10	
CRIMINAL	0	
Total		10

DISMISSED E-PROOF

TRAFFIC	8	
CRIMINAL	0	

CHARLESTON MUNICIPAL COURT

Page: 2

Report For October 1, 2019 Thru October 31, 2019 FILEDST

Total		8
DISMISSED (PRESENTED DL)		
TRAFFIC	7	
CRIMINAL	0	
Total		7
DISMISSED STORE CLOSED		
TRAFFIC	0	
CRIMINAL	5	
Total		5
DISMISSED OFF FAIL TO PROV VIN		
TRAFFIC	18	
CRIMINAL	0	
Total		18
DISMISSED (PROSECUTOR'S ORDER)		
TRAFFIC	87	
CRIMINAL	33	
Total		120
DISMISSED PRESENTED RECORDS		
TRAFFIC	94	
CRIMINAL	0	
Total		94
DISMISSED AFTER PT DIVERSION		
TRAFFIC	17	
CRIMINAL	9	
Total		26
DISMISSED WITHOUT PREJUDICE		
TRAFFIC	35	
CRIMINAL	27	
Total		62
VOIDED DOCKET		
TRAFFIC	6	
CRIMINAL	1	
Total		7
Total Other Completed		508
Grand Total Completed		894
Net Difference Filed/Complete		146

Warrants...

Issued...

TRAFFIC	431
CRIMINAL	332

CHARLESTON MUNICIPAL COURT

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Report For October 1, 2019 Thru October 31, 2019 FILEDST

Total Violations	763
Total Warrants Issued	763

Cleared...

TRAFFIC	360	
CRIMINAL	234	
Total Violations		594
Total Warrants Cleared		594

Change in Total Warrants	169
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Other Paid Cases...

Paid Fine...

Total Other Paid Fines	129
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FINE FINE	\$29,252.71
LAWFND LAW ENFORCE. TRAIN STATE	\$2,422.00
LAWLOC LAW ENFORCE. TRAIN (LOCAL)	\$1,572.00
CVC CRIME VICTIM'S FUND	\$2,691.00
ADMIN ADMINISTRATIVE COST	\$668.00
JAILF REGIONAL JAIL CORR.	\$13,136.00
CCF COMMUNITY CORRECTIONS FUND	\$220.00
OP OVER PAYMENT	\$93.00
REST RESTITUTION	\$1,210.00
Total Fees/Fines Paid	\$51,264.71

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.



City of Charleston West Virginia

Vic Grigoraci, City Treasurer

City Treasurer's Report to City Council

Month Ended

October 2019

Please Note:

1. Here is the October 2019 Page 1
"All Funds Collections & Withdrawals"
that shows the total of each fund balance.
2. A full copy of the October 2019 Report has
been emailed to you.
3. The Report is searchable.
4. If you would like a paper copy of the full
report, or if you need assistance in any
way, please contact my office
at 304-348-8029.

Respectfully submitted,

Victor Grigoraci, CPA – City Treasurer

<u>Fund / Description</u>	<u>Balance October 2018</u>	<u>Balance September 2019</u>	<u>Collections October 2019</u>	<u>Withdrawals October 2019</u>	<u>Balance October 31, 2019</u>
001 General Fund	11,766,406.85	10,253,205.51	15,574,029.31	8,928,392.51	16,898,842.31
002 Coal Severance Tax	39.91	22.97	35,859.10	35,794.00	88.07
003 Municipal Stabilization	4,221,241.68	4,309,341.80	6,770.98	0.00	4,316,112.78
009 Community Development	1,762.26	24,231.39	210,475.78	204,942.00	29,765.17
010 Supportive Housing	0.00	0.00	8,408.88	4,757.70	3,651.18
012 West Side Improvement	0.00	26,655.25	29.75	18,631.00	8,054.00
014 IT Infrastructure	0.00	89,997.06	160.52	0.00	90,157.58
015 Charleston Land Reuse	0.00	0.00	45,777.41	0.00	45,777.41
016 Charleston Land Trust	45,736.12	45,778.91	7.07	45,703.78	82.20
017 Project West Invest	508.50	555.09	0.87	0.00	555.96
026 Uniform Pension Reserve Fund	15,062,612.37	17,829,400.00	1,887,681.27	201,345.00	19,515,736.27
035 Municipal Beautification	31,663.04	33,478.21	52.60	0.00	33,530.81
036 Special Demolition	15,183.65	18,189.41	28.58	0.00	18,217.99
037 Sister Cities	26,807.90	27,367.40	43.00	0.00	27,410.40
038 Solid Waste	713,668.55	287,646.89	391,989.69	77,076.60	602,559.98
039 Waste Disposal	0.00	0.00	72,075.40	72,075.40	0.00
040 Landfill Closure	3,231,964.88	3,348,849.48	9,961.40	0.00	3,358,810.88
041 Police Contributions	10,061.78	18,440.68	28.92	78.75	18,390.85
042 Police Evidence	32,054.87	1,203,214.44	1,803.07	82,173.60	1,122,843.91
043 Forfeited Funds	312,850.71	287,240.73	5,704.79	16,820.95	276,124.57
044 Municipal Court	180,334.42	218,717.59	53,199.71	53,708.03	218,209.27
045 Homeland Security	3,846.97	13,078.00	7,498.80	7,498.80	13,078.00
047 Health Insurance Reserves	6,064,539.43	6,191,110.43	9,727.68	0.00	6,200,838.11
048 Wayfinding Commission	73,229.27	74,028.00	116.32	0.00	74,144.32
049 Live On The Levee	19,688.37	10,328.10	16.23	0.00	10,344.33
074 Slack Plaza	0.00	0.00	600,000.00	0.00	600,000.00
080 Human Rights	176,793.29	176,793.29	0.00	0.00	176,793.29
081 Home Program	8,584.53	27,650.06	30,466.57	42,426.98	15,689.65
085 Firefighters Assistance Grant	77.08	77.08	0.00	0.00	77.08
088 SBA Riverfront Project Donation Account	9.18	9.18	0.00	0.00	9.18
088 SBA Riverfront Project Grant Account	10,167.71	10,167.71	0.00	0.00	10,167.71
094 Byrne Justice	0.00	33,420.00	0.00	33,420.00	0.00
095 Police Grants	208,799.25	61,626.94	27,466.93	5,280.26	83,813.61
096 Historic Preservation	2,601.00	2,601.00	0.00	0.00	2,601.00
099 Public Arts Grant	253,792.10	149,264.34	0.00	0.00	149,264.34
100 Sinking Fund	4,014,593.90	4,095,902.01	6,436.89	0.00	4,102,338.90
200 Infrastructure	149,112.25	152,224.33	239.18	0.00	152,463.51
207 South Side Recreation	9,995.49	0.00	0.00	0.00	0.00
214 Civic Center Capital Improvement	338,536.88	391,036.23	614.41	0.00	391,650.64
215 Municipal Auditorium Capital Improvement	139,374.62	161,008.78	252.98	0.00	161,261.76
218 Soccer Fields	3,080.92	0.00	0.00	0.00	0.00
220 General Maintenance	1,837,161.07	2,140,664.31	8,327.76	63,869.25	2,085,122.82
221 City Service Fee Capital Project	4,406,615.81	1,498,842.29	2,232.78	172,108.21	1,328,966.86
222 Facilities Maintenance	2,389,530.35	311,019.85	487.76	1,277.66	310,229.95
255 Ballpark Maintenance	109,975.92	55,657.25	87.45	0.00	55,744.70
402 Civic Center Revenue	190,891.86	70,536.75	527,203.28	386,635.99	211,104.04
406 Parking System Revenue	4,208,747.47	4,650,609.24	234,755.19	111,907.90	4,773,456.53
426 Parking Operation and Maintenance	1,603,159.62	1,685,057.95	2,647.53	121.91	1,687,583.57
427 Civic Center TIF Project	1,790,814.70	113,276.61	40,385.52	0.00	153,662.13
900 M - DENT	654,957.93	703,807.48	72,273.43	18,558.71	757,522.20
901 Pending Forfeiture	2,035,063.30	969,094.62	13,010.76	30,676.42	951,428.96
Working Cash Advance Fund	37,460.00	32,925.00	0.00	0.00	32,925.00
Total All Funds	66,394,097.76	61,804,149.64	19,888,335.55	10,615,281.41	71,077,203.78