

MINUTES
FINANCE COMMITTEE MEETING
6:00 P.M., MAY 2, 2022
AV ROOM #308, CITY HALL

Joseph Jenkins, Chairperson, called the meeting of the Charleston City Council Committee on Finance to order at 6:00 p.m., May 2, 2022.

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

Joseph Jenkins, Chair
Ben Adams
Brent Burton (arrived after approval of the minutes)
Becky Ceperley
Mary Beth Hoover
Chad Robinson

Absent:
Bobby Reishman, Vice Chair

Other Councilmembers present:

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Robinson asked for unanimous consent to dispense with the reading of the minutes for the April 18, 2022 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 632-22 – Authorizing the Mayor or City Manager to execute a lease with Hotsy Real Estate Holdings LLC for property located on Bowne Avenue, according to the terms contained in the attached exhibit.

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

The Mayor or City Manager is authorized to execute a lease with Hotsy Real Estate Holdings LLC for property located on Bowne Avenue, according to the terms contained in the attached exhibit.

City Attorney, Kevin Baker, added that the City was approached by the attorney for the purchaser of the building. During the survey, they noticed that the building encroaches into the public right of way about 2.5 feet. They asked for a way to clear up the title for this portion of the building to make it clear that they control the building and to protect the City's interest.

Councilmember Jenkins added that Bowne Ave is only used by Charleston Marina and the South Charleston Sanitation Department. The quickest way to clear this up would be a long-term lease for a negligible amount.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 632-22 approved.

- b. Resolution No. 633-22 – Authorizing the Mayor or City Manager to enter into a lease for approximately 847 square feet of space in 601 Morris Street, Suite 202, with Charleston Regatta, Inc., for office space for a term of one year—but not to exceed two additional one-year renewal terms—at a yearly rental amount of \$16,669.96.

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 a lease for approximately 847 square feet of space in 601 Morris Street, Suite 202, with Charleston Regatta, Inc., for office space for a term of one year—but not to exceed two additional one-year renewal terms—at a yearly rental amount of \$16,669.96.

City Manager, Jonathan Storage, added that Charleston Regatta, Inc. is the non-profit that is fundraising and administering the Regatta program. The rate is consistent with what the City is charging other non-profits for rent.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 633-22 approved.

- c. Resolution No. 634-22 – Authorizing the Mayor or City Manager to enter into a contract with Allegheny Restoration Inc. in the amount of \$80,260.50 to perform concrete repair work to the Oakridge Fire Station (Station No. 4), where the purchase price was determined 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 a contract with Allegheny Restoration Inc. in the amount of \$80,260.50 to perform concrete repair work to the Oakridge Fire Station (Station No. 4), where the purchase price was determined through a competitive bidding process.

City Manager, Jonathan Storage, added that some concrete slab work on the bay floor needed repaired. Only one bid was received, but was in line with expected estimates.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 634-22 approved.

- d. Resolution No. 635-22 – Authorizing the Mayor or City Manager to enter into an on-call consulting contract with Urban Design Ventures, LLC, in the amount not to exceed \$40,000, to perform the services enumerated in Exhibit A, attached hereto.

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 on-call consulting contract with Urban Design Ventures, LLC, in the amount not to exceed \$40,000, to perform the services enumerated in Exhibit A, attached hereto.

Director of MOECD, Andy Backus, added that their primary goals are to obtain assistance in completing their HOME ARP Allocation Plan, and to address increased need by restructuring the City-Owner Occupied Rehabilitation Program to include residential ADA renovation assistance for low-income individuals.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 635-22 approved.

- e. Resolution No. 636-22 – Authorizing the Mayor or City Manager to enter into a contract with McClanahan Construction Company, LLC, in the amount of \$969,100 to perform concrete street repair construction services, where the contract price was determined pursuant to 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 a contract with McClanahan Construction Company, LLC, in the amount of \$969,100 to perform concrete street repair construction services, where the contract price was determined pursuant to a competitive bidding process.

City Manager, Jonathan Storage, added that three bids were received. The City has worked with the vendor before.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 636-22 approved.

- f. Resolution No. 637-22 – Authorizing the Mayor or City Manager to enter into a contract with Mr. Asphalt, Inc., in the total amount of \$4,257,100 to perform asphalt street paving construction services, where the contract price was determined 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 a contract with Mr. Asphalt, Inc., in the total amount of \$4,257,100 to perform asphalt street paving construction services, where the contract price was determined through a competitive bidding process.

City Manager, Jonathan Storage, added that three bids were received.

Councilmember Jenkins asked if there are plans to do something to the hillside on a particular street. City Engineer, Chris Knox, added that he would have to look at it.

Councilmember Robinson added that 34th and 37th Virginia will likely need to be fixed, as they are using that to transport materials for the Kanawha Ave. paving.

Councilmember Jenkins added that this might be the largest paving purchase the City has made, and it is great.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 637-22 approved.

- g. Resolution No. 638-22 – Authorizing the Mayor or City Manager to enter into a contract with Mr. Asphalt, Inc., in the total amount of \$4,257,100 to perform asphalt street paving construction services, where the contract price was determined 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 a contract with Mr. Asphalt, Inc., in the total amount of \$4,257,100 to perform asphalt street paving construction services, where the contract price was determined through a competitive bidding process.

City Manager, Jonathan Storage, added that ADA compliance has been added to paving contracts.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 638-22 approved.

- h. Resolution No. 639-22 – Authorizing the Mayor or City Manager to grant American Rescue Plan Act (“ARPA”) funds to YWCA Sojourner's Shelter in the total amount of \$313,606 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

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

That the Mayor or City Manager is authorized to grant American Rescue Plan Act (“ARPA”) funds to YWCA Sojourner's Shelter in the total amount of \$313,606 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

The grant is approved in full or in part based upon information submitted to the City in the grant recipient’s City of Charleston ARPA grant application, attached hereto as Exhibit A. The City Manager is directed to withhold grant funding to the grant recipient should the City Manager determine that the grant recipient has failed to adhere to the obligations established in the agreement or fails to adhere to applicable local, state, or federal law.

City Manager, Jonathan Storage, added that the Sojourner's Shelter provides services to shelter women and children.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 639-22 approved.

- i. Resolution No. 640-22 – Authorizing the Mayor or City Manager to grant American Rescue Plan Act (“ARPA”) funds to YWCA Resolve Family Abuse Program in the total amount of \$451,797 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

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

That the Mayor or City Manager is authorized to grant American Rescue Plan Act (“ARPA”) funds to YWCA Resolve Family Abuse Program in the total amount of \$451,797 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

The grant is approved in full or in part based upon information submitted to the City in the grant recipient’s City of Charleston ARPA grant application, attached hereto as Exhibit A. The City Manager is directed to withhold grant funding to the grant recipient should the City Manager determine that the grant recipient has failed to adhere to the obligations established in the agreement or fails to adhere to applicable local, state, or federal law.

City Manager, Jonathan Storage, added that Resolve is part of the Kanawha County Stop Team that help with victims of crime.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 640-22 approved.

- j. Resolution No. 641-22 – Authorizing the Mayor or City Manager to grant American Rescue Plan Act (“ARPA”) funds to WV Symphony Orchestra in the total amount of \$200,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

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

That the Mayor or City Manager is authorized to grant American Rescue Plan Act (“ARPA”) funds to WV Symphony Orchestra in the total amount of \$200,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted. The grant is approved in full or in part based upon information submitted to the City in the grant recipient’s City of Charleston ARPA grant application, attached hereto as Exhibit A. The City Manager is directed to withhold grant funding to the grant recipient should the City Manager determine that the grant recipient has failed to adhere to the obligations established in the agreement or fails to adhere to applicable local, state, or federal law.

City Manager, Jonathan Storage, added that the amount is to help the 2022/2023 season to help with expenses for 6 symphonies and 4 pop-up concerts. They have also committed to providing concerts on the West Side.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 641-22 approved.

- k. Resolution No. 642-22 – Authorizing the Mayor or City Manager to grant American Rescue Plan Act (“ARPA”) funds to Kanawha-Charleston Health Department in the total amount of \$639,431 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

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

That the Mayor or City Manager is authorized to grant American Rescue Plan Act (“ARPA”) funds to Kanawha-Charleston Health Department in the total amount of \$639,431 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted. The grant is approved in full or in part based upon information submitted to the City in the grant recipient’s City of Charleston ARPA grant application, attached hereto as Exhibit A. The City Manager is directed to withhold grant funding to the grant recipient should the City Manager determine that the grant recipient has failed to adhere to the obligations established in the agreement or fails to adhere to applicable local, state, or federal law.

City Manager, Jonathan Storage, added that the Health Department has documented lost revenues due to the pandemic. They will use the funds to continue their outreach programs and other health related endeavors (health inspections, etc.).

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 642-22 approved.

- I. Resolution No. 643-22 – Authorizing the Mayor or City Manager to grant American Rescue Plan Act (“ARPA”) funds to Kanawha Valley Collective in the total amount of \$450,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

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

That the Mayor or City Manager is authorized to grant American Rescue Plan Act (“ARPA”) funds to Kanawha Valley Collective in the total amount of \$450,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted. The grant is approved in full or in part based upon information submitted to the City in the grant recipient’s City of Charleston ARPA grant application, attached hereto as Exhibit A. The City Manager is directed to withhold grant funding to the grant recipient should the City Manager determine that the grant recipient has failed to adhere to the obligations established in the agreement or fails to adhere to applicable local, state, or federal law.

A representative from the Kanawha Valley Collective, added that the funds will be used to hire a case manager to provide support for various homeless needs.

Councilmember Ceperley added that it is a much needed program.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 643-22 approved.

- m. Resolution No. 644-22 – Authorizing the Mayor or City Manager to grant American Rescue Plan Act (“ARPA”) funds to Festivall Charleston in the total amount of \$150,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

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

That the Mayor or City Manager is authorized to grant American Rescue Plan Act (“ARPA”) funds to Festivall Charleston in the total amount of \$150,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted. The grant is approved in full or in part based upon information submitted to the City in the grant recipient’s City of Charleston ARPA grant application, attached hereto as Exhibit A. The City Manager is directed to withhold grant funding to the grant recipient should the City Manager determine that the grant recipient has failed to adhere to the obligations established in the agreement or fails to adhere to applicable local, state, or federal law.

Mackenzie Spencer, from FestivAll, added that the funds would primarily go toward programming, as well as the Neighborhood Arts Initiative and the Ticket Town Program. They will both benefit the underserved and youth regarding the arts.

Councilmember Hoover added that, as a member of the FestivAll Board, she was very impressed with those programs. She added that the point deductions for the risk assessment could be reasonably explained and justified.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 644-22 approved.

- n. Resolution No. 645-22 – Authorizing the Mayor or City Manager to grant American Rescue Plan Act (“ARPA”) funds to Charleston Convention and Visitors Bureau in the total amount of \$880,500 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

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

That the Mayor or City Manager is authorized to grant American Rescue Plan Act (“ARPA”) funds to Charleston Convention and Visitors Bureau in the total amount of \$880,500 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted. The grant is approved in full or in part based upon information submitted to the City in the grant recipient’s City of Charleston ARPA grant application, attached hereto as Exhibit A. The City Manager is directed to withhold grant funding to the grant recipient should the City Manager determine that the grant recipient has failed to adhere to the obligations established in the agreement or fails to adhere to applicable local, state, or federal law.

A representative from the Charleston Convention and Visitors Bureau, added that the funds will be used for a marketing initiative and a sports facility study.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 645-22 approved.

- o. Resolution No. 646-22 – Authorizing the Mayor or City Manager to grant American Rescue Plan Act (“ARPA”) funds to Charleston Area Alliance in the total amount of \$200,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

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

That the Mayor or City Manager is authorized to grant American Rescue Plan Act (“ARPA”) funds to Charleston Area Alliance in the total amount of \$200,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

The grant is approved in full or in part based upon information submitted to the City in the grant recipient’s City of Charleston ARPA grant application, attached hereto as Exhibit A. The City Manager is directed to withhold grant funding to the grant recipient should the City Manager determine that the grant recipient has failed to adhere to the obligations established in the agreement or fails to adhere to applicable local, state, or federal law.

City Manager, Jonathan Storage, added that they are seeking to funds two programs, the Charleston Roots Program and the Women and Minorities Small Business Program.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 646-22 approved.

- p. Resolution No. 647-22 – Authorizing the Mayor or City Manager to grant American Rescue Plan Act (“ARPA”) funds to Bright Futures Now in the total amount of \$350,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted.

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

That the Mayor or City Manager is authorized to grant American Rescue Plan Act (“ARPA”) funds to Bright Futures Now in the total amount of \$350,000 and to execute appropriate agreements establishing the terms and conditions imposed upon the recipient, including ongoing duties for reporting on expenditure and programmatic activities and binding covenants to spend funds in accordance with the purposes for which such funds were granted. The grant is approved in full or in part based upon information submitted to the City in the grant recipient’s City of Charleston ARPA grant application, attached hereto as Exhibit A. The City Manager is directed to withhold grant funding to the grant recipient should the City Manager determine that the grant recipient has failed to adhere to the obligations established in the agreement or fails to adhere to applicable local, state, or federal law.

A representative from Bright Futures Now, added that the funds will be used to remodel the upstairs of their building for programs. for kids, adults and seniors.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 647-22 approved.

- q. Resolution No. 648-22 – Authorizing the Mayor or City Manager to approve and execute Change Order No. 2 relating to the renovation of office space on the 3rd floor of City Hall in the amount of \$29,041.88 to address unforeseen conditions discovered during the course of the project, which include electrical code compliance work and asbestos testing.

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

That the Mayor or City Manager is authorized to approve and execute Change Order No. 2 relating to the renovation of office space on the 3rd floor of City Hall in the amount of \$29,041.88 to address unforeseen conditions discovered during the course of the project, which include electrical code compliance work and asbestos testing. The pricing details related to Change Order No. 2 are indicated in Exhibit A. The new total contract price approved is \$288,603.44.

City Manager, Jonathan Storage, added that there have been some additional electrical issues found during the renovation.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 648-22 approved.

- r. Resolution No. 649-22 – Authorizing the Mayor or City Manager to purchase an arial ladder truck for \$1,628,732.00, a pumper truck for \$763,130, and a rescue truck for \$695,376.00 for the Charleston Fire Department from Atlantic Emergency Solutions for the total purchase price of \$3,087,238.00 pursuant to a competitively sourced multi-jurisdictional contract.

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

That the Mayor or City Manager is authorized to purchase an arial ladder truck for \$1,628,732.00, a pumper truck for \$763,130, and a rescue truck for \$695,376.00 for the Charleston Fire Department from Atlantic Emergency Solutions for the total purchase price of \$3,087,238.00 pursuant to a competitively sourced multi-jurisdictional contract.

City Manager, Jonathan Storage, added that the vehicles are being bundled together for substantial savings.

Councilmember Jenkins confirmed that the old ladder truck will become the spare. The current spare will be auctioned.

Councilmember Adams moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 649-22 approved.

Councilmember Adams motioned to adjourn the meeting.
Meeting adjourned.