



CITY OF CHARLESTON West Virginia



Council Member – 12th WARD

Joseph Jenkins
839 Gordon Drive
Charleston, West Virginia 25303
304-575-9202
joseph.jenkins@cityofcharleston.org

Finance Committee, Chair
Parking Committee, Chair
Ordinance and Rules Committee

AGENDA
FINANCE COMMITTEE MEETING
Monday, August 19, 2024
6:30 PM

AV ROOM #308, CITY HALL, CHARLESTON, WV

AVAILABLE TO VIEW VIA LIVESTREAM AT <https://charlestonwv.civicclerk.com/web/home.aspx>

I. DISCUSSION:

- a. Approval of Previous Minutes 8-5-2024

II. RESOLUTIONS:

- a. Resolution No. 24-004 Committee Substitute - Ratifying the conveyance of property at 111 Court Street to the Kanawha County Building Commission for the new Kanawha County Judicial Building expansion project.
- b. Resolution No. 24-005 - Authorizing the Mayor or City Manager to contract directly with Trigon Training Group to provide Crisis Intervention training to 24 Charleston Police and Fire members.

III. BILLS:

- a. Bill No. 8044 - A Bill closing, abandoning and discontinuing as a public right of way located between Randolph and Virginia Streets in Block 20, J. B. Walker Addition.

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

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., AUGUST 5, 2024
AV ROOM #308, CITY HALL

Brent Burton, Vice Chair, called the meeting of the Charleston City Council Committee on Finance to order at 6:30 p.m., August 5, 2024.

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

Brent Burton, Vice Chair
Becky Ceperley
Larry Moore
Chad Robinson
Shawn Taylor

Absent:

Joseph Jenkins, Chair
Mary Beth Hoover

Other Councilmembers present:

Bobby Haas
Frank Annie
Beth Kerns
Chelsea Steelhammer
Shannon Snodgrass

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Taylor asked for unanimous consent to dispense with the reading of the minutes for the July 15, 2024 meeting and that they be approved as distributed. There were no objections, and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 997-24 – Authorizing approval of Amendment No. 1 of the FY 2024-2025 Charleston Coliseum and Convention Center Budget as indicated on the attached list of accounts.

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

That Amendment No. 1 of the FY 2024-2025 Charleston Coliseum and Convention Center as indicated on the attached list of accounts is approved.

City Manager Ben Mishoe added that resolutions 997-24, 998-24 and 999-24 are all related. They readjust the balance of the Coal Severance Fund to the current fiscal year. The Coal Severance is used as a pledge for bonds for the Coliseum and Convention Center, which will be fully paid in December. The resolution will then take money from the General Fund to pay the Convention Center bonds. These funds will be reimbursed through the Coal Severance Fund.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 997-24 approved.

- b. Resolution No. 998-24 – Authorizing approval of Amendment No. 1 of the FY 2024—2025 Coal Severance budget as indicated on the attached list of accounts.

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

That Amendment No. 1 of the FY 2024-2025 Coal Severance budget is approved as indicated on the attached list of accounts.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 998-24 approved.

- c. Resolution No. 999-24 – Authorizing approval of Amendment No. 2 of the FY 2024-2025 General Fund Budget as indicated on the attached list of accounts.

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

That Amendment No. 2 of the FY 2024-2025 General Fund Budget as indicated on the attached list of accounts is approved.

Councilmember Taylor moved to approve the Resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 999-24 approved.

- d. Resolution No. 24-001 – Authorizing the Mayor or City Manager to submit an application to the WV Governor’s Highway Safety Program in the amount of \$540,000.00 and administer any primary and supplemental funds awarded. These funds will be used to reimburse enforcement overtime expended by Charleston Police and law enforcement agencies in an eight-county region for activities including DUI, occupant protection, work zone safety, distracted and aggressive driving, equipment and travel/training, as well as partial reimbursement for the coordinator and assistant’s salaries.

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

That the Mayor or City Manager is authorized to submit an application to the WV Governor’s Highway Safety Program in the amount of \$540,000.00 and administer any primary and supplemental funds awarded. These funds will be used to reimburse enforcement overtime expended by Charleston Police and law enforcement agencies in an eight-county region for activities including DUI, occupant protection, work zone safety, distracted and aggressive driving, equipment and travel/training, as well as partial reimbursement for the coordinator and assistant’s salaries.

Mishoe added that the resolution authorizes the City to send a grant application to the WV Governor’s Highway Safety Program. This is an annual grant that the City has received for many years to help pay for overtime expenses for Charleson Police and Law Enforcement agencies related to traffic safety etc.

Councilmember Taylor moved to approve the resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 24-001 approved.

- e. Resolution No. 24-002 – Authorizing the Mayor or City Manager to purchase twelve (12) open display merchandise coolers from Hooten Equipment Company LLC in the total amount of \$64,416 for the Charleston Coliseum and Convention Center pursuant to a competitive bid process.

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

That the Mayor or City Manager is authorized to purchase twelve (12) open display merchandise coolers from Hooten Equipment Company LLC in the total amount of \$64,416 for the Charleston Coliseum and Convention Center pursuant to a competitive bid process.

Mishoe added that these models have been proven to be successful. This will ultimately be paid out by Go-Mart as part of a sponsorship.

Councilmember Taylor moved to approve the resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 24-002 approved.

- f. Resolution No. 24-003 – Authorizing the Mayor or City Manager to renew a three-year municipal enterprise agreement with Environmental Systems Research Institute, Inc for GIS technology and software at a non-escalating annual cost of \$40,900 and a three-year total of \$122,700.00.

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

That the Mayor or City Manager is hereby authorized to renew a three-year municipal enterprise agreement with Environmental Systems Research Institute, Inc for GIS technology and software at a non-escalating annual cost of \$40,900 and a three-year total of \$122,700.00.

Mishoe added that the software is used throughout the City.

Councilmember Taylor moved to approve the resolution. With members present recorded thereon as voting unanimously in the affirmative, Chairperson Jenkins declared Resolution No. 24-003 approved.

Councilmember Taylor motioned to adjourn the meeting.
Meeting adjourned.

Resolution No. 24-004 Committee Substitute (Revised)

Introduced in Council:

Adopted by Council:

August 5, 2024

Introduced by:

Referred to:

Joseph Jenkins and
Mary Beth Hoover

Municipal Planning Commission,
Planning, Streets and Traffic Committee,
Finance Committee

Resolution No. 24-004 Committee Substitute - Ratifying the conveyance of ~~650651.8-2~~ square feet of property at 111 Court Street to the Kanawha County Building Commission for the new Kanawha County Judicial Building expansion project in the City of Charleston, West Virginia. The design of the second floor of the two-story addition located at the corner of Court Street and Virginia Street cantilevers and extends over the Court Street property line to provide a weather protected single-point of controlled and secure access to the entire facility.

WHEREAS, the new entry condition amenity being provided will make the Kanawha County Judicial Building more accommodating to the general public and will enhance the safety and welfare of the judiciary, court staff, judicial security and visitors; and

WHEREAS, it is considered by Council that conveying the City property to provide reasonable and necessary protection from the elements and that the interests of public safety of citizens is paramount to the expansion's design intent and improvements, by the conveying of the said property.

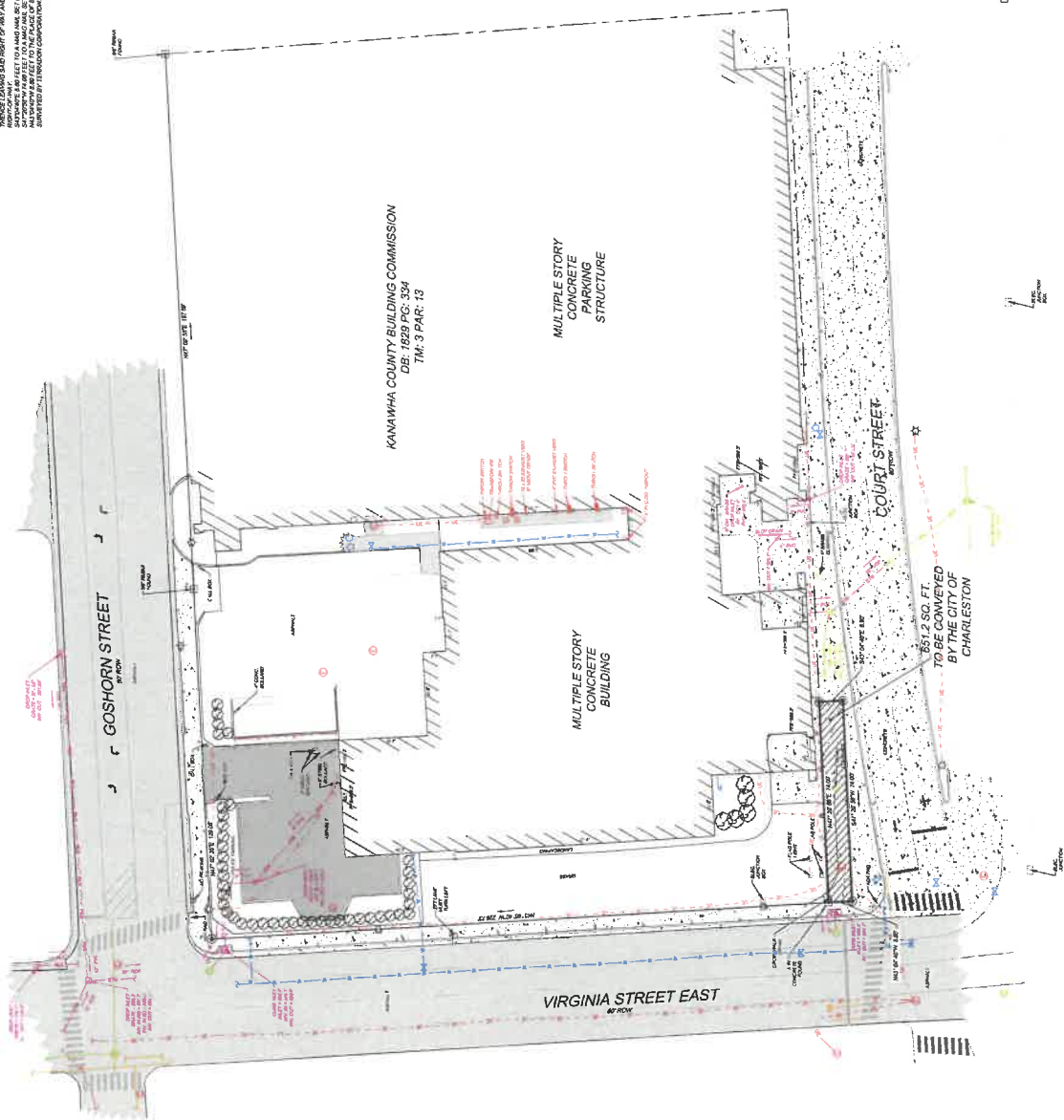
Now, therefore, be it Resolved by the Council of the City of Charleston, West Virginia:

(1) That the Kanawha County Building Commission is hereby granted a conveyance of property for the purpose of constructing, operating, maintaining, repairing, and replacing the projecting portion of the building addition for sheltered single-point of controlled and secured access for the Kanawha County Judicial Building expansion project, with the design, engineer and construction to be in compliance with all local and state building codes and in accordance with plans, drawings and specifications attached hereto, incorporated herein, and made a part hereof;

~~(2) — This conveyance shall be upon the expressed condition and limitation that the Property is conveyed to the Kanawha County Building Commission as long as the Kanawha County Judicial Building continues to be operated as a public and government building. If the Property ceases to be used as part of a public and government building, the title to the Property shall automatically revert to, and be vested solely in, the City, with no further action or demand required by the City;~~

33 ~~(3)~~(2) This conveyance shall be upon the expressed condition and limitation that the
34 Kanawha County Building Commission maintain access to the existing public sidewalk and
35 maintain the Property as a public right-of-way before, during, and after construction of the
36 Kanawha County Judicial Building expansion project. No person shall construct improvements or
37 take any actions which would interfere with the public right-of-way; and
38

39 ~~(4)~~(3) Therefore, upon review and approval by legal counsel for the City, and the City
40 Engineer, the Mayor of the City of Charleston is hereby authorized and directed to execute a
41 Deed conveying the City's property to the Kanawha County Building Commission to build the
42 projection over the Court Street public way, subject to and conditioned upon the Kanawha
43 County Building Commission, and its lessees, successors or assigns' compliance with this
44 Resolution, and the payment of a total of Zero and no/100 dollars, as authorized by West Virginia
45 Code § 1-5-3.

[illegible]

GRAPHIC SCALE

651.2 SQ. FT.
TO BE CONVEYED
BY THE CITY OF

**MULTIPLE STORY
CONCRETE
PARKING
STRUCTURE**

**MULTIPLE STORY
CONCRETE
BUILDING**

KANAWHA COUNTY BUILDING COMMISSION
DB: 1829 PG: 334
TM: 3 PAR: 13

VIRGINIA STREET EAST

1

Survey/Notes:

- Floodplain survey:** The survey is located in Flood Zone X, an area outside the 100-year floodplain. Flood Insurance Rate Map Number 5403030401/E, Effective Date: February 9, 2006.
- Horizontal Datum:** North American Datum of 1983 (NAD 83), West Virginia, South Zone.
- Vertical Datum:** North American Vertical Datum of 1988 (NAVD 88). Datum established by GPS observations at the flood of the year.
- Existing underground utilities shown:** Above ground are approximate locations based on existing structures and underground utilities as shown on previous surveys of record. Utilities buried in place as in W8111 (see 24080202059).

EGEND



DATE	RS NO	ROOM	NAME
11-01-00	11-01-00	11-01-00	11-01-00



PLANNING, STREETS AND TRAFFIC COMMITTEE

Mary Beth Hoover, Chair

COMMITTEE REPORT

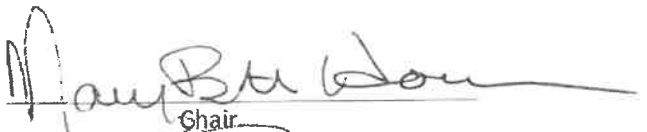
To: Miles Carey, City Clerk
From: Council's Committee on Planning, Streets and Traffic
Date: August 12, 2024
Subject: Resolution No. 24-004

The Committee on Planning, Streets and Traffic has had under consideration resolution No. 24-004 attached hereto and an made a part thereof:

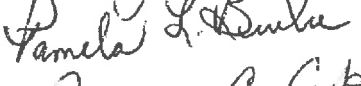
The Committee finds:

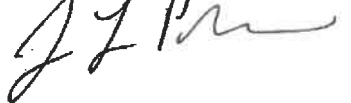
1. The conveyance of air rights and the right-of-way agreement will not impede or disrupt vehicular or pedestrian flow around the site.
2. The right-of-way will be improved upon by the applicant and remain in use by the public.

and reports the same to Council with the recommendation that the resolution do pass as a committee substitute.


Chair

K. L. Lario

Bobby Heas

Pamela L. Bunka

Rebecca C. Caperley

J. L. P...

Resolution No. 24-005

Introduced in Council:

Adopted by Council:

August 19, 2024

Introduced by:

Referred to:

Joseph Jenkins

Finance

Resolution No. 24-005 - Authorizing the Mayor or City Manager to contract directly with Trigon Training Group in the amount of \$32,589.33 to provide Crisis Intervention training to twenty-four (24) Charleston Police and Fire members, where the grant from the Department of Justice for the CARE Office's Crisis Intervention Team provides funding for this training.

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 in the amount of \$32,589.33 with Trigon Training Group to provide Crisis Intervention training to twenty-four (24) Charleston Police and Fire members. The grant from the Department of Justice for the CARE Office's Crisis Intervention Team is providing the funding for this training.

CITY OF CHARLESTON, West Virginia
Purchase Order Request Form

Date: 07/19/24 **Purchase Order #:** _____

Vendor: Trigon Training Group **Phone:** 540.447.4134

Contact: Kevin **Fax:** N/A

Address: 28 Kennedy Lane Crimora Virginia 24431-2213
(Street, City, State, Zip)

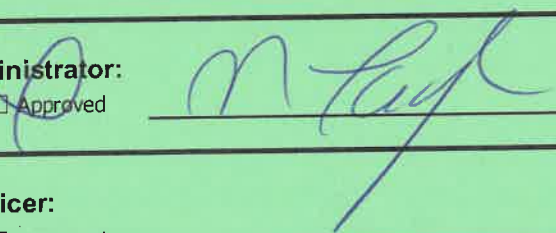
Quantity	Description	Unit Price	Total Price
1	Basic 40 Hour CIT - One Week Basi CIT Course	32,589.33	32,589.33
TOTAL			32,589.33

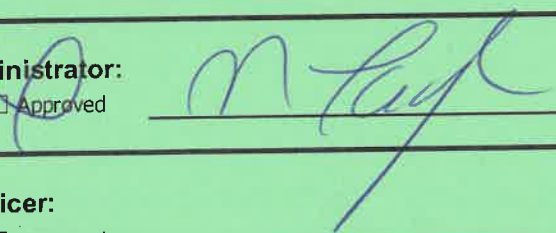
Requested By: Taryn Wherry **Date:** 7/19/2024

Purpose of Request: This is for a CIT training group to continue to train 25 CPD officers in Crisis

Intervention Team training. It is a 40 hour class.

CARE Director or Strategic Management Director:
☐ Denied ☒ Approved Taryn Wherry **Date:** 7/19/2024

Grant Administrator:
☐ Denied ☒ Approved  **Date:** 8-13-24

Budget Officer:
☐ Denied ☒ Approved  **Date:** _____

Grant: COAP QRT 2019-AR-BX-K030 **Account:** 097-409-02-005-2-221

Council Action Date: _____



Invoice #0002036

Issue Date: Apr 16, 2024

Due Date: May 31, 2024

Trigon Training Group

28 Kennedy Lane

Crimora, Virginia 24431-2213

United States

Kevin@trigontraininggroup.com

Phone: 5404474134

Bill to:

Taryn Wherry

1420 Kanawha Blvd W

Charleston WV, 25387

Additional Customer Info:

taryn.wherry@cityofcharleston.org

Phone: 3048811686

Basic 40 Hour CIT Course

Product or Service	Quantity	Price	Line Total
Basic 40 Hour CIT One Week Basic CIT Course December 2024	1	\$32,589.33	\$32,589.33
Subtotal			\$32,589.33
Taxes			\$0.00
Invoice Total			\$32,589.33
Amount Paid			\$0.00
Balance Due			\$32,589.33

Thanks for letting us serve you. Trigon will provide all digital content and course delivery. Host must provide any printed desired printed materials and training facility. Facility will need one room to accommodate all students and one break out area for the students to wait for roll plays. This course is billed as a flat fee and is no way related to actual student attendance at the time of the course. Course host is responsible for training space with a projector and screen. Alternatively a large television and HDMI cable can be utilized.

This is for a basic 40 hour CIT Train the Trainer course in Charleston WV. There will be a combination of 6 instructors teaching at different dates as the curriculum dictates. training. This will have be for a maximum of 24 students. The facilitator of the class will be responsible for retaining an instructor to cover the legal portion of the class and to facilitate the day two field trips and presentations on service providers and resources for the localities. The facilitator should also create a contact card for officers that list community resources and contact information for the those resources.

Bill No. 8044

Introduced in Council:

August 5, 2024

Introduced by:

Larry Moore

Adopted by Council:

Referred to:

Municipal Planning Commission
Planning, Streets, and Traffic
Committee, Finance Committee

Bill No. 8044 - A Bill closing, abandoning and discontinuing as a public right of way, a 10-foot wide by 250 foot, long public right located between Randolph and Virginia Streets, Charleston, WV 25302 in Block 20, J. B. Walker Addition, situate in Charleston West District, Kanawha County, West Virginia.

BE IT ORDAINED BY THE CITY COUNCIL OF CHARLESTON, WEST VIRGINIA

1. The 10 foot wide by 250 long pubic right located between Randolph and Virginia Streets, Charleston, WV 25302 in Block 20, J. B. Walker Addition, situate in Charleston West District, Kanawha County, West Virginia, as shown on that certain map or plat entitled "PLAT OF SURVEY FOR MEMBERS CHOICE WV FEDERAL CREDIT UNION BEING PARCEL "A" 10' ALLEY TO BE ABANDONED BY THE CITY OF CHARLESTON, BLOCK 20, J.B. WALKER, CHARLESTON WEST CORPORATION, KANAWHA COUNTY, WEST VIRGINIA" prepared by Wilkinson Surveying, LLC, Philip L. Longenecker, PLS#1026, dated March 7, 2024, and attached hereto as Exhibit A. The alley is more particularly described as follows:

BEGINNING at a corner to a 10' alley and southwesterly r/w line of Randolph Street corner to John Nicoloudakis; thence, crossing the alley and with the southwesterly r/w line of Randolph Street, S. 31° 56' E. 10.00' to a mag. Nail set corner to Members Choice WV Federal Credit Union; thence, leaving Randolph Street with the Members Choice line, S. 58° 04' W. 250.00' to a point in the northeasterly r/w line of Virginia Street West corner to Members Choice; thence crossing the alley and with the northeasterly r/w line of Virginia Street West, N. 31° 56' W. 10.00' to a point corner to Members Choice; thence, leaving the northeasterly r/w line of Virginia Street West and with the Members Choice line, N. 58° 04' E. 250.00 to the point of beginning, containing **0.06 acres, more or less;**

2. The Mayor of the City of Charleston be, and is hereby authorized and direct to execute, acknowledge and deliver a proper deed conveying to the Members Choice WV Federal Credit Union, all right, title and interest in and to said real property as described in Section 1 above, for the consideration of Thirteen Thousand Dollars and no cents (\$13,000).

3. All prior ordinances, or parts of ordinances, inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.



CONCLUSION

The identified comparable sales have been qualitatively compared to the bank property that adjoins the alley, considering sale attributes and physical differences. Any indication of a comparable property's superiority or inferiority to the adjacent property is utilized to rank or bracket its market value in relative comparison.

The sales shown in the comparison grids on the prior pages are of similar properties in similar/competing marketing areas (unless noted and adjusted for a difference in demographics). The indicated value range is basically from a low of \$2.93/unit to a high of \$8.03/unit, with a weighted average, average and median around \$4.77-5.19/unit.

Emphasis is often placed on those sales with the lowest gross adjustments, tempered by those closest in proximity and most recent in date of sale tempered with the remaining sales. As a result, a point value around the weighted average, median and the average for sales of similar unit counts and construction dates at \$5/unit is felt to appropriately reflect the market value of the subject property. Following is a summary of the sales approach:

Sales Comparison Approach Summary	
<i>Value per unit/sf</i>	
<i>Indicated Value (rounded)</i>	\$13,000
<i>Value per unit</i>	\$5.00 / unit
Source: J. R. Thornton	

This develops the as-is market value via the sales comparison technique as of the date of valuation.



8/5/2024, 3:01:27 PM

- Site Addresses - Current ● pending
- Site Addresses - Multi Unit Parcels
- ZAD Permits ● final
- Zoning Districts
 - C-8
 - C-10
 - Interstate Exits (Numbers)

SURVEY NOTES:

THIS SURVEY DOES NOT CONSTITUTE A TITLE SEARCH BY THE SURVEYOR. NO ABSTRACT OR TITLE WAS FURNISHED TO THE SURVEYOR. THIS SURVEYOR HAS MADE NO INVESTIGATION NOR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, NOR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.

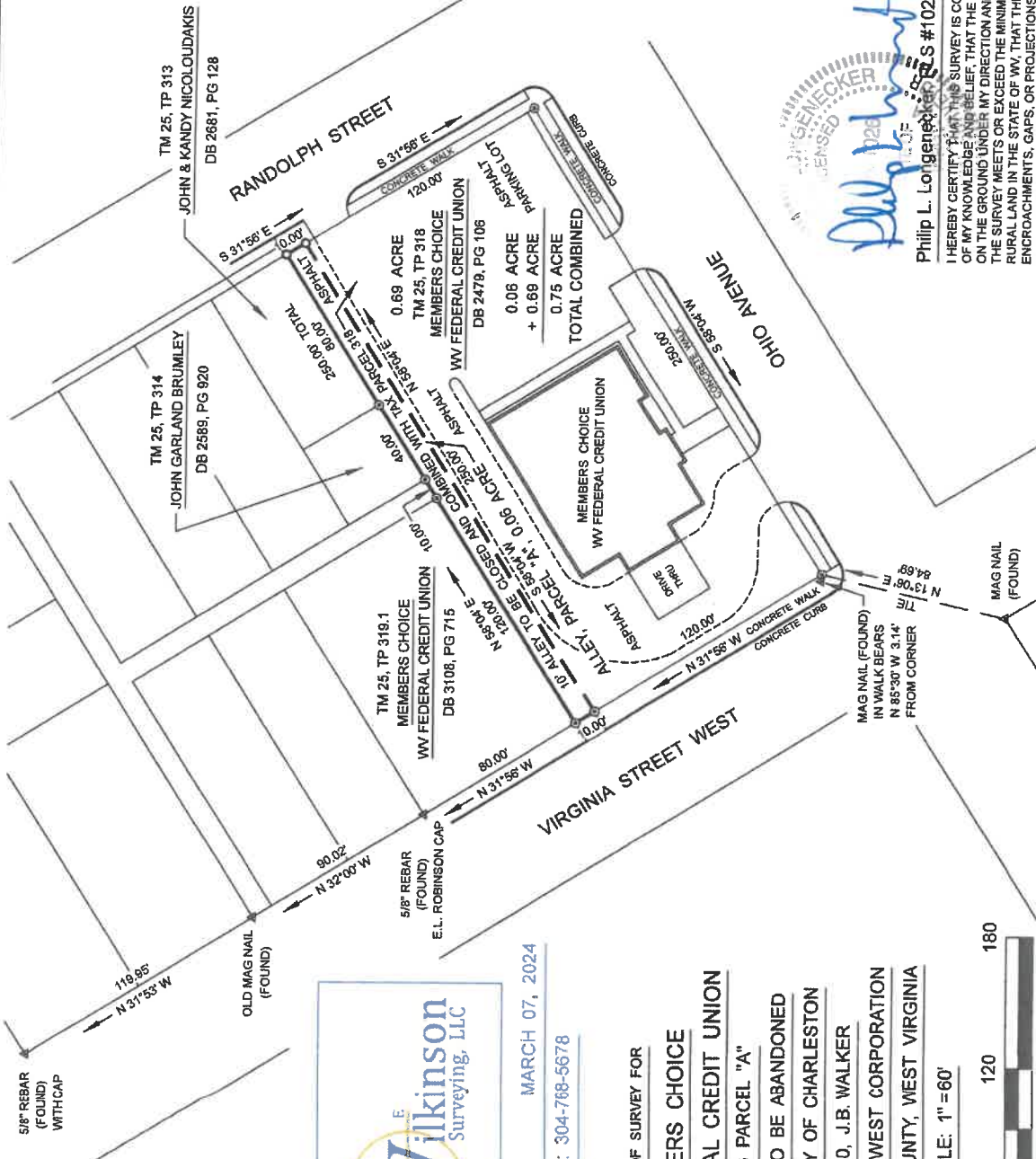
EXCEPT AS SPECIFICALLY STATED OR SHOWN HEREON, THIS SURVEY DOES NOT PURPORT TO REFLECT ANY OF THE FOLLOWING WHICH MAY BE APPLICABLE TO THE SUBJECT REAL ESTATE: EASEMENTS AND RIGHTS OF WAY OTHER THAN THOSE VISIBLE AT THE TIME OF THE SURVEY, THOSE KNOWN AND OF RECORD, OR AS PROVIDED BY THE CLIENT, RESTRICTIONS, ZONING OR OTHER LAND-USE REGULATIONS, AND ANY OTHER FACTS WHICH AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.

EXCEPT AS SPECIFICALLY STATED OR SHOWN HEREON, THIS SURVEY DOES NOT PURPORT TO SHOW ANY DATA CONCERNING THE EXISTENCE, SIZE, DEPTH, CONDITION, CAPACITY, OR LOCATION OF ANY UTILITY, MUNICIPAL OR PUBLIC SERVICE FACILITY.

FIELD LOCATE AND VERIFY THE LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION. CALL MISS UTILITY OF WV. PHONE 1-800-245-4848

LEGEND

- ▲ MONUMENT (FOUND) (AS NOTED)
- 5/8" REBAR (SET)
- CALCULATED POINT
- PROPERTY LINE
- R/W LINE
- FENCE LINE
- BUILDING LINE
- ASPHALT LINE
- LAND HOOK (CONTIGUOUS PARCELS)
- () DEED CALL



DUNBAR, WV MARCH 07, 2024
PHONE: 304-768-5678

PLAT OF SURVEY FOR

MEMBERS CHOICE

WV FEDERAL CREDIT UNION

BEING PARCEL "A"

10' ALLEY TO BE ABANDONED

BY THE CITY OF CHARLESTON

BLOCK 20, J.B. WALKER

CHARLESTON WEST CORPORATION

KANAWHA COUNTY, WEST VIRGINIA

SCALE: 1" = 60'



Philip L. Longenecker, S.S. #1026
I HEREBY CERTIFY THAT THIS SURVEY IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THAT THE SURVEY WAS MADE ON THE GROUND UNDER MY DIRECTION AND SUPERVISION, THAT THE SURVEY MEETS OR EXCEEDS THE MINIMUM REQUIREMENTS FOR RURAL LAND IN THE STATE OF WV, THAT THERE ARE NO VISIBLE ENCROACHMENTS, GAPS, OR PROJECTIONS OTHER THAN SHOWN. EASEMENTS MAY EXIST AND ARE NOT SHOWN HEREON.



PLANNING, STREETS AND TRAFFIC COMMITTEE

Mary Beth Hoover, Chair

COMMITTEE REPORT

To: Miles Carey, City Clerk
From: Council's Committee on Planning, Streets and Traffic
Date: August 12, 2024
Subject: Bill No. 8044

The Committee on Planning, Streets and Traffic has had under consideration bill no. 8044 attached hereto and an made a part thereof:

The Committee finds:

1. Closure of the right-of-way will not disrupt the existing pattern of streets and sidewalks nor negatively impact traffic flow.

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


Chair