



**JOURNAL of the PROCEEDINGS
of the
CITY COUNCIL**

CITY OF CHARLESTON, WEST VIRGINIA

Regular Meeting – Monday, May 5, 2025

at 7:00 P.M.

Council Chambers – City Hall – Charleston, West Virginia

OFFICIAL RECORD

Amy Shuler Goodwin
Mayor

Miles C. Cary II
City Clerk

CALL TO ORDER*

The Council met at 7:00 P.M., for the first meeting in the month of April on the 21st day, in the year 2025, and was called to order by the Honorable Mayor, Amy Shuler Goodwin. The invocation was delivered by Councilmember Burka, and the Pledge of Allegiance was led by Councilmember Cook. City Clerk, Miles C. Cary II, called the roll of members and it was found that there were present at the time:

CEPERLEY	BURKA	BURTON
FERRELL	COOK	FAEGRE
HAAS	GARDNER	GIANOLA
JONES	HOOVER	JENKINS
MOORE	KERNS	KING
PHARR	OVERSTREET	
SALANGO	SNODGRASS	RUBIO
STEELHAMMER	TAYLOR	SOLOMON
		MAYOR GOODWIN

With twenty-four members being present, the Mayor declared a quorum present.

All absences were excused by the City Clerk per Resolution No. 582-21.

Pending the reading of the Journal of the previous meeting, the reading thereof was dispensed with and the same duly approved.

PUBLIC SPEAKERS

None

CLAIMS

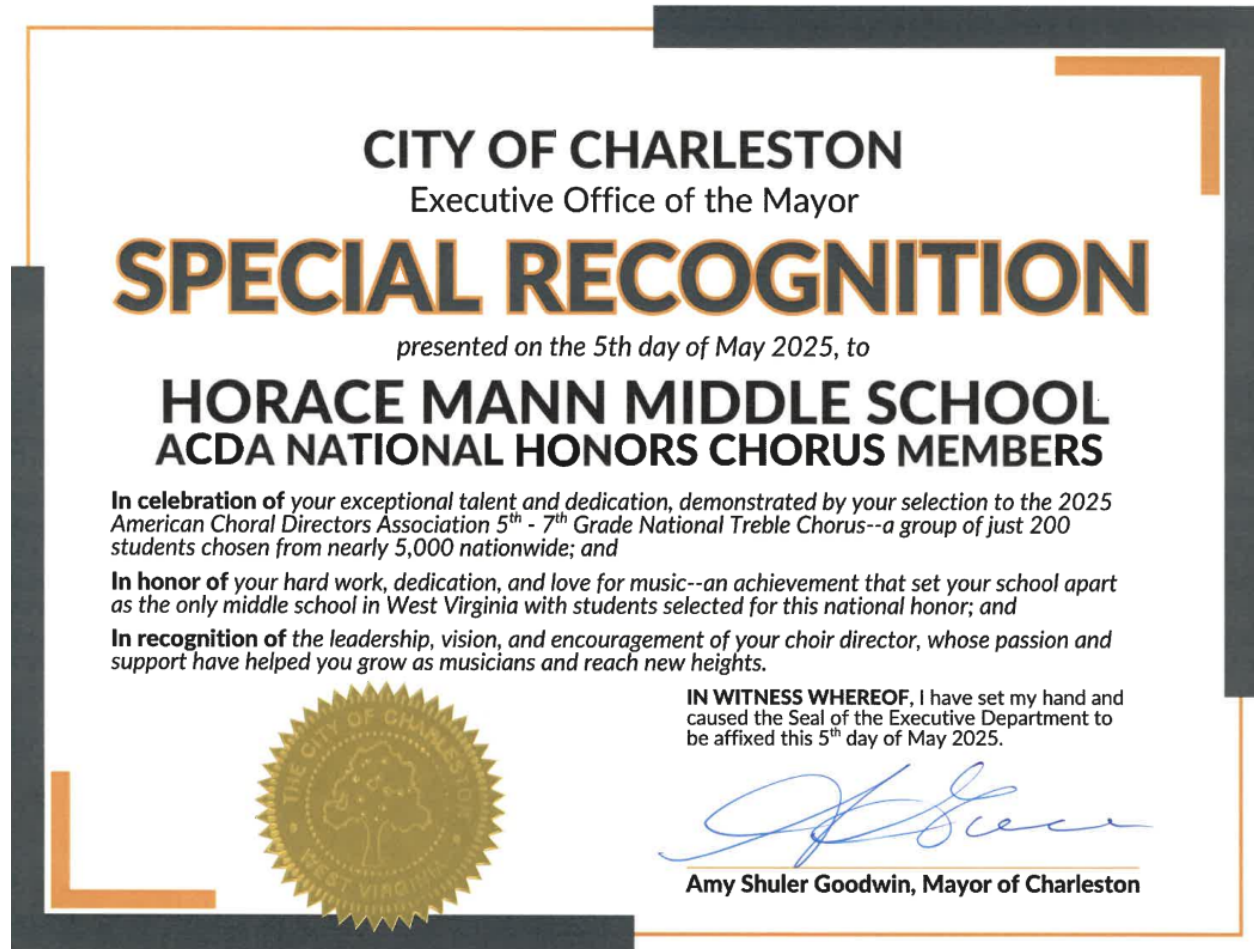
1. A claim of Brenda Lawson, Charleston, WV;
alleges damage to property.

PROCLAMATIONS

1.



2.



3.

**EXECUTIVE DEPARTMENT
CITY OF CHARLESTON
PROCLAMATION**

- WHEREAS:** Lung cancer remains the leading cause of cancer deaths in the United States, and in West Virginia, lung cancer continues to affect a significant number of families, with more than 2,000 residents diagnosed and nearly 1,500 lives lost to the disease each year; and
- WHEREAS:** In 2023, West Virginia ranked 47th in the nation for new lung cancer cases, underscoring the urgent need for enhanced prevention efforts; and
- WHEREAS:** The American Lung Association's LUNG FORCE initiative unites communities to raise awareness, promote early detection through low-dose CT screenings, and advocate for increased research funding to combat lung cancer; and
- WHEREAS:** Early detection significantly improves survival rates, yet only 5% of high-risk individuals in West Virginia are screened for lung cancer, highlighting a critical gap in preventive healthcare; and
- WHEREAS:** Addressing lung cancer requires a comprehensive approach that includes public education, access to preventative healthcare, early detection efforts, and support for the individuals and families impacted by the disease; and
- WHEREAS:** Advancing prevention efforts and care is strengthened through collaboration among individuals, families, healthcare providers, and policymakers working toward shared solutions; and

NOW THEREFORE, I, Amy Shuler Goodwin, Mayor of the City of Charleston, do hereby recognize the second week of May as

LUNG CANCER ACTION WEEK

In Charleston, West Virginia, and encourage all citizens to educate themselves about lung cancer, the risk factors, and the importance of early detection.

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the Executive Department to be affixed this 5th day of May 2025.



A blue ink signature of Amy Shuler Goodwin, Mayor of the City of Charleston. The signature is stylized and cursive, written over a horizontal line.

Amy Shuler Goodwin, Mayor

COMMUNICATIONS

None

REPORTS OF COMMITTEES

COMMITTEE ON FINANCE

Councilmember Jenkins, Chair of the Council Committee on Finance, submitted the following reports:

1. Your committee on Finance has had under consideration the following resolution, and reports the same to Council with the recommendation that Resolution No. 25-039 be adopted.

Resolution No. 25-039 - Authorizing the Mayor or City Manager to purchase a 2025 Kenworth T380 Dump Truck from Worldwide Equipment for the Charleston Street Department in the amount of \$179,936.00 pursuant to a competitively sourced contract.

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

That the Mayor or City Manager is authorized to purchase a 2025 Kenworth T380 Dump Truck from Worldwide Equipment for the Charleston Street Department in the amount of \$179,936.00 pursuant to a competitively sourced contract.

Councilmember Jenkins added that the purchase is part of the normal replacement schedule.

Councilmember Jenkins moved to approve the resolution. Councilmember Ceperley seconded the motion. With members present recorded thereon as voting unanimously in the affirmative, the Mayor declared Resolution No. 25-039.

2. Your committee on Finance has had under consideration the following resolution, and reports the same to Council with the recommendation that Resolution No. 25-040 be adopted.

Resolution No. 25-040 - Authorizing the Mayor or City Manager to enter into an agreement with Casto Technical Services, Inc. in the estimated amount of \$70,813.00 to upgrade HVAC System Controls system for 601 Morris Street, pursuant to a competitive bid process that included an estimated number of labor hours from each bidder.

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

That the Mayor or City Manager is authorized to enter into an agreement with Casto Technical Services, Inc. in the estimated amount of \$70,813.00 to upgrade HVAC System Controls system for 601 Morris Street, pursuant to a competitive bid process

Councilmember Jenkins added that the City is replacing the 20+ year old system that runs the HVAC at 601 Morris Street.

Councilmember Jenkins moved to approve the resolution. Councilmember Ceperley seconded the motion. With members present recorded thereon as voting unanimously in the affirmative, the Mayor declared Resolution No. 25-040.

3. Your committee on Finance has had under consideration the following resolution, and reports the same to Council with the recommendation that Resolution No. 25-041 be adopted.

Resolution No. 25-041 - Approving the proposed Fiscal Year 2025-2026 Coliseum and Convention Center budget as indicated within the attached document.

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

That the proposed Fiscal Year 2025-2026 Coliseum and Convention Center budget as indicated within the attached document is approved.

Councilmember Jenkins added that the budget has been approved by the Coliseum and Convention Center Board. The City's subsidy to the Convention Center has been reduced.

With members present recorded thereon as voting unanimously in the affirmative, Mayor Goodwin declared Resolution No. 25-041 as adopted.

**City of Charleston
Municipal Budget
FY 2026
Coliseum and Convention Center Revenue Summary**

Rev. Code	Description	Actual FY 2024	Original FY 2025	FY 2025 YTD Amendments	Current FY 2025	YTD April Actual FY 2025	Estimated FY 2026
Operating Revenue							
358-00-0302	Rent	2,598,938	2,613,878		2,613,878	1,944,199	2,451,157
358-00-0304	Commissions	641,055	450,000		450,000	286,569	435,000
358-00-0307	Parking - Buildings & Lots	162,051	145,000		145,000	144,890	145,000
358-00-0311	Centerplate	1,729,484	1,012,356		1,012,356	1,136,644	1,100,000
358-00-0312	Patron Services	225,635	235,000		235,000	180,908	210,000
358-00-0313	Security	103,902	85,000		85,000	70,849	85,000
358-00-0314	Advertising	340,581	455,500		455,500	209,418	550,000
358-00-0315	Equipment Rental*	7,240	110,000		110,000	143,180	130,000
358-00-0316	Power Usage	58,106	65,000		65,000	35,889	75,000
358-00-0317	Table Covers/Drapes*	24,839	-		-	-	-
358-00-0318	Rent - PA System*	19,450	-		-	-	-
358-00-0319	Staging*	19,651	-		-	-	-
358-00-0320	Booth Rental	132,365	115,000		115,000	36,526	135,000
358-00-0321	Interest	311,864	200,000		200,000	192,137	215,000
358-00-0323	Table Rental*	32,298	-		-	-	-
358-00-0324	Miscellaneous	19,713	15,000		15,000	13,707	15,000
358-00-0325	Building Damages	-	2,000		2,000	-	2,000
358-00-0326	Telephone Rental*	5,400	-		-	-	-
358-00-0327	Audio/Visual Equipment	258,015	185,000		185,000	199,057	260,000
358-00-0329	Carpet Rental*	19,465	-		-	-	-
358-00-0330	Drayage*	160	-		-	-	-
	Total Operating Revenue	6,710,211	5,688,734	-	5,688,734	4,593,973	5,808,157
Non-Operating Revenue							
358-00-0331	CC Capital Improvement Fee	443,490	378,836		378,836		325,000
358-00-0341	Trf In/Gen. Fund - Debt Svc	230,303	82,000	80,000	162,000	227,152	-
358-02-0341	Trf In/Gen. Fund - Other	503,244	900,000		900,000	729,881	555,000
358-00-0342	Transfers In/Coal Severance	211,300	180,000	(80,000)	100,000	186,050	160,000
358-00-0343	Transfers In/Cap. Imp. Fund	292,814	-		-	216,820	-
381-11-0000	Energy Rebates	2,350	-		-		-
	Total - Non Operating Revenue	1,683,501	1,540,836	-	1,540,836	1,359,904	1,040,000
	Total Revenue	8,393,712	7,229,570	-	7,229,570	5,953,877	6,848,157

*Various equipment rental lines were combined for FY 2024

**City of Charleston
Municipal Budget
FY 2026**

Fund	6402 Charleston Coliseum and Convention Center Fund					
Department	91000 CCCC/Municipal Auditorium					
Unit	000 CCCC Operations					
		Full Time Employees				
		40				
Expense Object	FY 2024 Actual	FY 2025 Original	FY 2025 YTD Amend.	FY 2025 Current	FY 2025 YTD April Actual	FY 2026 Proposed
Personal Services						
000-1-103 Salaries & Wages	674,100	668,554		668,554	484,615	687,490
000-1-104 FICA	49,409	51,144		51,144	35,091	52,593
000-1-105 Medical & Life Insurance	134,612	146,664		146,664	136,822	172,368
000-1-106 PERS	60,552	60,170		60,170	43,422	61,874
000-1-111 Dental & Optical Insurance	9,825	7,154		7,154	9,066	8,400
000-1-112 Employee Insurance Cont.	(24,724)	(22,778)		(22,778)	(16,115)	(25,704)
000-1-113 OPEB - Current	20,000	20,000		20,000	20,000	20,000
Total Personal Services	923,772	930,908	-	930,908	712,900	977,021
Contractual Services						
000-2-211 Telephone	32,567	35,000		35,000	31,870	42,000
000-2-212 Printing	-	3,500		3,500	-	1,000
000-2-213 Utilities	837,939	960,000		960,000	813,807	980,000
000-2-214 Travel	8,358	10,000		10,000	9,523	10,000
000-2-215 Mtce & Repair - Bldg/Ground	59,602	105,000		105,000	40,319	65,000
000-2-216 Mtce & Repair - Equipment	94,954	50,000		50,000	48,338	60,000
000-2-218 Postage	2,432	3,000		3,000	1,048	3,000
000-2-219 Building & Equipment Rent	150,880	160,000		160,000	169,985	170,000
000-2-220 Advertising & Legal Pub	82,843	90,000		90,000	49,021	90,000
000-2-221 Training	399	4,000		4,000	1,000	2,000
000-2-222 Dues & Subscriptions	1,112	28,000		28,000	1,322	10,000
000-2-226 Insurance - WC & UC	16,484	13,440		13,440	9,826	14,854
000-2-227 Insurance - Liability	276,959	235,000		235,000	178,569	216,000
000-2-230 Contracted Services	676,935	750,000		750,000	587,590	715,000
002-2-230 OVG Operations	1,781,710	2,096,678		2,096,678	2,113,287	2,200,000
003-2-230 OVG Management Fee	157,840	183,208		183,208	133,404	180,000
004-2-230 OVG Performance Fee	111,401	510,000		510,000	699,881	406,282
005-2-230 OVG Qualitative Fee	30,000	30,000		30,000	30,000	30,000
Total Contractual Services	4,322,417	5,266,826	-	5,266,826	4,918,791	5,195,136
Commodities						
000-3-341 Materials & Supplies	318,140	350,000		350,000	280,461	320,000
000-3-343 Gas, Oil & Tires	76	1,000		1,000	168	1,000
000-3-345 Uniforms	31,482	35,000		35,000	20,869	30,000
Total Commodities	349,699	386,000	-	386,000	301,498	351,000
Contributions & Other						
000-5-566 Contributions to Other Funds	336,461	378,836		378,836	171,719	325,000
000-6-671 Principal on Bonds	610,000	249,200		249,200	400,000	-
000-6-672 Interest on Bonds	55,566	8,800		8,800	7,945	-
000-6-674 Bond Service Charges	6,599	4,000		4,000	3,000	-
Total Contributions & Other	1,008,626	640,836	-	640,836	582,664	325,000
Total CCCC Operations	6,604,514	7,224,570	-	7,224,570	6,515,853	6,848,157

**City of Charleston
Municipal Budget
FY 2026**

Fund 6402 Charleston Coliseum and Convention Center Fund
Department 91000 CCCC/Municipal Auditorium
Unit 000 CCCC Operations

Authorized Full Time Positions & Salary Schedule

FY 2025 Current Approved			FY 2026 Proposed		
Title	FLSA/Paygrade	FTE	Title	FLSA/Paygrade	FTE
General Manager	OVG	1	General Manager	OVG	1
Asst GM/Director of Operations	OVG	1	Asst GM/Director of Operations	OVG	1
Business Administrator Civic Cen	E/119	1	Business Administrator Civic Cen	E/119	1
Director of Finance	OVG	1	Director of Finance	OVG	1
Director of Sales & Marketing	OVG	1	Director of Sales & Marketing	OVG	1
Director of Production Services	OVG	1	Director of Production Services	OVG	1
Box Office Manager	E/111	1	Box Office Manager	E/111	1
Booking Coordinator	OVG	1	Booking Coordinator	OVG	1
Marketing Manager	OVG	1	Marketing Manager	OVG	1
Marketing Coordinator	OVG	1	Marketing Coordinator	OVG	1
Asst Box Office Manager	OVG	1	Asst Box Office Manager	OVG	1
Convention Center Sales	OVG	2	Convention Center Sales	OVG	2
Event Mngr/Production Services	OVG	1	Event Mngr/Production Services	OVG	1
Event Coordinator	OVG	4	Event Coordinator	OVG	4
Operations Coordinator	OVG	1	Operations Coordinator	OVG	1
Safety & Security Coordinator	E/112	1	Safety & Security Coordinator	E/112	1
Technology Services Coordinata	OVG	1	Technology Services Coordinat	OVG	1
Administrative Assistant I	N-OT/109	1	Administrative Assistant I	N-OT/109	1
Box Office Assistant	OVG	1	Box Office Assistant	OVG	1
Housekeeping Supervisor	OVG	1	Housekeeping Supervisor	OVG	1
Engineering Assistant	N-COMP/111	1	Engineering Assistant	N-COMP/111	1
Maintenance Technician	N-OT/109	6	Maintenance Technician	N-OT/109	6
Operations Conversion Tech II	OVG	3	Operations Conversion Tech II	OVG	3
Operations Conversion Tech I	OVG	3	Operations Conversion Tech I	OVG	3
Facility Support Technician	N-OT/106	3	Facility Support Technician	N-OT/106	3
Total		40	Total		40

FY 2025 Current Approved		FY 2026 Proposed	
Pay Type	Amount	Pay Type	Amount
Elected Wages & Salaries	-	Elected Wages & Salaries	-
Regular Wages & Salaries	638,554	Regular Wages & Salaries	657,490
Irregular Part Time (IPT)		Irregular Part Time (IPT)	
Overtime	30,000	Overtime	30,000
Tool Allowance	-	Tool Allowance	-
Total	668,554	Total	687,490

4. Your committee on Finance has had under consideration the following resolution, and reports the same to Council with the recommendation that Resolution No. 25-042 be adopted.

Resolution No. 25-042 - Authorizing the Mayor or City Manager to enter into a one year contract renewal with UKG Kronos Systems LLC in the amount of \$54,216 for migrating of data and TeleStaff timekeeping software used by Charleston Police Department and Charleston Fire Department.

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 one year contract renewal with UKG Kronos Systems LLC in the amount of \$54,216 for migrating of data and TeleStaff timekeeping software used by Charleston Police Department and Charleston Fire Department.

Councilmember Jenkins added that the contract is for the timekeeping system used by the civilian and uniform departments of the Charleston Police and Charleston Fire Departments. It is hopefully that they will be able to switch to the EERP software after a year.

With members present recorded thereon as voting unanimously in the affirmative, Mayor Goodwin declared Resolution No. 25-042 as adopted.

REPORTS OF OFFICERS

1. Municipal Court Report to City Council Month Ending April 2025.

NEW BILLS

Introduced by Councilmembers Mary Beth Hoover and Michael Ferrell

May 5, 2025:

Bill No. 8054 – A Bill to establish a handicapped parking zone on the southerly side of Virginia Street West and amending the Traffic Control Map and Traffic Control File.

Refer to Planning, Streets and Traffic Committee

Introduced by Councilmember Chad Robinson

May 5, 2025:

Bill No. 8055 – A BILL to amend the Municipal Code of the City of Charleston relating to updating regulations regarding Private Outdoor Designated Areas

Refer to Ordinance and Rules Committee

MISCELLANEOUS/UNFINISHED BUSINESS

None

REMARKS BY MEMBERS

1. Mayor Goodwin stated that artificial flowers will be allowed at gravesites again. The Mayor thanked Councilmembers Hoover, Burka, Taylor, Steelhammer, Gardner and members of the Charleston Green Team (Quenton King, Patti Hamilton and Linda Frame) for participating in the recent Team Up to Clean Up event. The Mayor added two new police officers were recently sworn in.
2. Councilmember Taylor congratulated the student athletes and parents on their accomplishments.
3. Councilmember Snodgrass requested a report on the status of the \$5million that was allotted by the City for the Sports Complex given that the project is currently on hold.
4. Councilmember Kerns thanked the Fire Department for responding to a fire in her Ward.
5. Councilmember Gardner thanked the City for closing a lane of traffic for the John Adams Middle School dance.
6. Councilmember Pharr stated that there are volunteer spots available for the cycling event.
7. Councilmember Overstreet congratulated his niece, Natalie Robinson for winning Dancing with the Stars.

ADJOURNMENT

City Clerk, Miles C. Cary II, called the closing roll call:

YEAS: Burka, Burton, Ceperley, Cook, Faegre, Ferrell, Gardner, Gianola, Haas, Hoover, Jenkins, Jones, Kerns, King, Moore, Overstreet, Pharr, Rubio, Salango, Snodgrass, Solomon, Steelhammer, Taylor, Mayor Goodwin

NAYS:

ABSENT: Annie, Pepper, Robinson

At 7:29 p.m., by a motion from Councilmember Ceperley, Council adjourned until Monday, May 19, 2025, 7:00 p.m., in Council Chambers at City Hall.

Amy Shuler Goodwin, Honorable Mayor

Miles C. Cary II, City Clerk