

**AGENDA FOR PARKERSBURG CITY COUNCIL,
TUESDAY, SEPTEMBER 27, 2016, 7:30 PM
SECOND FLOOR, COUNCIL CHAMBERS
MUNICIPAL BUILDING**

PRAYER AND PLEDGE OF ALLEGIANCE

- I. **CALL TO ORDER – Council President, John Rockhold**
- II. **ROLL CALL**
- III. **MINUTES – meeting held September 13, 2016**
- IV. **REPORTS FROM STANDING OR SPECIAL COMMITTEES**
- V. **MESSAGE FROM THE EXECUTIVE**
- VI. **PUBLIC FORUM**
- VII. **RESOLUTION**
 1. **Resolution authorizing Mayor Jimmy Colombo or his designee to request approval from the State Auditor's Office for a budget revision of the General Fund for fiscal year 2016/2017 for a 5% wage increase for all City personnel, excluding elected positions and department heads and addition of two positions. (Sponsored by Councilmen Carpenter, Brown, Rockhold, Bigley and Reed)**
 2. **Resolution authorizing Mayor Jimmy Colombo or his designee to request approval from the State Auditor's Office for a budget revision of the General Fund for fiscal year 2016/2017 for Equipment and improvement projects. (Sponsored by Councilmen Carpenter, Brown, Rockhold, Bigley and Reed)**
 3. **Resolution authorizing Mayor Jimmy Colombo or his designee to request approval from the State Auditor's Office for a budget revision of the General Fund for fiscal year 2016/2017 of various Departmental budgets. (Sponsored by Councilmen Carpenter, Brown, Rockhold, Bigley and Reed)**
 4. **Resolution authorizing Mayor Jimmy Colombo or his designee to request approval from the State Auditor's Office for a budget revision of the General Fund for fiscal year 2016/2017 of the Municipal Sales Tax estimate. (Sponsored by Councilmen Carpenter, Brown, Rockhold, Bigley and Reed)**
 5. **Resolution authorizing Mayor Jimmy Colombo or his designee to request approval from the State Auditor's Office for a budget revision of the General Fund for fiscal year 2016/2017 for Stormwater Management expenses. (Sponsored by Councilmen Carpenter, Brown, Rockhold, Bigley and Reed)**

6. Resolution authorizing Mayor Jimmy Colombo or his designee to request approval from the State Auditor's Office for a budget revision of the General Fund for fiscal year 2016/2017 for revenue and expenditure for City Parks basketball/pickleball court renovations/upgrades by donations. (Sponsored by Councilmen Reynolds, Bigley and Brown)

VIII. MISCELLANEOUS

7. Annual Report of the Policemen's and Firemen's Pension and Relief Funds to the Municipal Oversight Board July 1, 2015 – June 30, 2016.

IX. ADJOURNMENT

NOTE – URA TO FOLLOW THIS MEETING

The Council of the City of Parkersburg met in regular session Tuesday, September 13, 2016, at 7:30 PM in the Council Chambers on the second floor of the Municipal Building at One Government Square, Parkersburg, WV 26101 and joined in the Lord's Prayer and Pledge of Allegiance.

The meeting was called to order by Council President, John Rockhold, who presided over the meeting. The clerk noted the attendance and those present included Councilmen Nancy Wilcox, Sharon Lynch, Roger Brown, Kim Coram, JR Carpenter, Mike Reynolds, Warren Bigley, Jim Reed, and John Rockhold.

MINUTES – Mr. Bigley moved, seconded by Mr. Carpenter, to approve the minutes from the meeting held August 23, 2016 and the motion was adopted by unanimous vote.

REPORTS FROM STANDING OR SPECIAL COMMITTEES – there were no reports.

MESSAGE FROM THE EXECUTIVE – Mayor Jimmy Colombo explained in detail during a 25 minute message, five budget revisions for the cash carryover for the year ending June 30, 2016. The carryover is \$798,193.00, and he is proposing a 5% pay increase for City employees, excluding department heads; a \$70,000.00 computer upgrade in the finance department; \$51,000.00 for more paving; \$50,000.00 for professional people to help us make decisions on new fire stations; \$35,000.00 to fix the foundation at the fire station on Blizzard Drive; \$25,000.00 for a new sign machine; \$80,000.00 for storm water management on Mary Street, and smaller amounts in various departments.

In order to make much needed improvements to our Municipal Building, he is proposing to increase the 1% sales tax amount approximately \$500,000.00. This will include \$300,000.00 to the outside of the building for cleaning, caulking, repairs to windows, etc.; repairs to the foundation for problems on the first floor; and new carpet on the 2nd, 4th and 5th floors – the fifth floor being only the public area. Restroom upgrades on the first and second floors may be part of the renovations.

A line item for \$250,000.00 for storm water is being moved from the street department into its' own line item.

Mayor Colombo stated that some of these revisions may only need sponsors, but they may want to go to Finance Committee with others.

He also stated that we had a \$100,000.00 financial commitment from the Spartan Foundation to fix our basketball courts at City Park, with the agreement that the repairs will begin as soon as possible, and they have begun.

PUBLIC FORUM – Ms. Cathy Wermtter, 2605 Capital Drive, told Council that she believes the City needs more maintenance people to protect our assets and make our City look better.

Councilwoman Kim Coram stated that she had been approached about the 'brunch bill' approved by the Legislature this past session, and asked about the process. City Attorney, Joe Santer, said we would have to amend our Home Rule Program which requires a 30 day comment period and go through Council with an ordinance and two readings. The next Home Rule Board meeting will be in January, 2017, he said.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from the State Auditor's Office for the following budget revision within the General Fund for the Fiscal years 2016-2017 prior to the expenditure or obligation of funds, for which no appropriation, or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source/Descri.
001	299-00	Fund Balance	\$5,000.00		Southside substation
001	700-458-000	Capital Outlay			
		Other Improve.		\$5,000.00	Southside substation
			\$5,000.00	\$5,000.00	

The above revision appropriates a portion of the pending surplus carryover toward renovations of the former Southside Library for the purposes of converting it to a Police Substation.

MOTION – Mr. Reed moved, seconded by Mr. Bigley, to adopt the resolution.

Ms. Coram said that citizens in her district wanted more participation and they offered space at the Pink Church for space for a substation. She said she had been told that location was not effective, but this \$5,000.00 is money that we don't need to spend. She thinks it is a slap in the face of the church and said we owed them an apology. If we are having problems with staffing the substations, we should try something different, she said.

MOTION – Ms. Coram moved, seconded by Mr. Reynolds, to refer the revision to the Public Works Committee. The motion failed with all members voting "no" with the exception of Ms. Coram, Mr. Carpenter, and Mr. Reynolds, voting "yes".

September 13, 2016

PARKERSBURG, W. VA.,

CASTO & HARRIS, INC., SPENCER, WV. RLE-ORDER NO. 12275-13

Ms. Lynch said she recalled asking for a substation in south Parkersburg in 2008 when then-Chief, Jerald Board was Chief, and he had reminded her of that. She said she was glad it was going in near the high school and is happy with this idea.

VOTE on resolution – the motion was adopted by majority vote with all members voting “yes” with the exception of Ms. Coram, who voted “no”.

ORDINANCE, FINAL READING:

AN ORDINANCE REPEALING SECTION 529.05
FORTUNE TELLING, PALMISTRY, ASTROLOGY,
ETC. PROHIBITED, OF THE CODIFIED ORDINANCES
OF THE CITY OF PARKERSBURG

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that Section 529.05, Fortune Telling, Palmistry, Astrology, Etc. Prohibited, of the codified ordinances of the City of Parkersburg, be and it is hereby repealed in its entirety.

MOTION – Ms. Coram moved, seconded by Mr. Carpenter, to adopt the ordinance on final reading.

VOTE – the motion was adopted by majority vote, as follows:

VOTING ‘YES’

Mr. Brown
Ms. Coram
Mr. Carpenter
Mr. Reynolds
Mr. Bigley

VOTING ‘NO’

Ms. Wilcox
Ms. Lynch
Mr. Reed
Mr. Rockhold

The meeting adjourned at 8:15 PM.

Coram Shaver
City Clerk

Council President

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Years 2016-2017 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	299-00	FUND BALANCE	303,377.00		FY16 FUND BALANCE C/O
001	409-103-315	OTHER SALARIES & WAGES		7,008.00	5% INC., EXEC ADMIN ASST
001	409-104-000	FICA/MEDICARE		536.00	5% WAGE INCREASE
001	409-106-000	RETIREMENT EXPENSE		841.00	5% WAGE INCREASE
001	409-226-005	W/C PREMIUM		129.00	5% WAGE INCREASE
001	414-103-315	OTHER SALARIES & WAGES		37,220.00	5% INC., IT TECH POSITION
001	414-104-000	FICA/MEDICARE		2,848.00	5% WAGE INCREASE
001	414-106-000	RETIREMENT EXPENSE		4,466.00	5% WAGE INCREASE
001	414-226-005	W/C PREMIUM		682.00	5% WAGE INCREASE
001	415-103-000	DEPARTMENT HEAD SALARY		1,738.00	5% WAGE INCREASE
001	415-103-315	OTHER SALARIES & WAGES		206.00	5% WAGE INCREASE
001	415-104-000	FICA/MEDICARE		149.00	5% WAGE INCREASE
001	415-106-000	RETIREMENT EXPENSE		179.00	5% WAGE INCREASE
001	415-226-005	W/C PREMIUM		35.00	5% WAGE INCREASE
001	416-103-000	DEPARTMENT HEAD SALARY		545.00	5% WAGE INCREASE
001	416-103-315	OTHER SALARIES & WAGES		1,223.00	5% WAGE INCREASE
001	416-104-000	FICA/MEDICARE		134.00	5% WAGE INCREASE
001	416-106-000	RETIREMENT EXPENSE		212.00	5% WAGE INCREASE
001	416-226-005	W/C PREMIUM		33.00	5% WAGE INCREASE
001	417-103-315	OTHER SALARIES & WAGES		3,596.00	5% INC., ADMIN ASST
001	417-104-000	FICA/MEDICARE		275.00	5% WAGE INCREASE
001	417-106-000	RETIREMENT EXPENSE		432.00	5% WAGE INCREASE
001	417-226-005	W/C PREMIUM		66.00	5% WAGE INCREASE
001	420-103-000	DEPARTMENT HEAD SALARY		1,983.00	5% WAGE INCREASE
001	420-103-315	OTHER SALARIES & WAGES		3,836.00	5% WAGE INCREASE
001	420-104-000	FICA/MEDICARE		446.00	5% WAGE INCREASE
001	420-106-000	RETIREMENT EXPENSE		699.00	5% WAGE INCREASE
001	420-226-005	W/C PREMIUM		107.00	5% WAGE INCREASE
001	421-103-315	OTHER SALARIES & WAGES		4,276.00	5% WAGE INCREASE
001	421-104-000	FICA/MEDICARE		327.00	5% WAGE INCREASE
001	421-106-000	RETIREMENT EXPENSE		513.00	5% WAGE INCREASE
001	421-226-005	W/C PREMIUM		79.00	5% WAGE INCREASE
001	422-103-315	OTHER SALARIES & WAGES		3,596.00	5% INC., ADMIN ASST
001	422-104-000	FICA/MEDICARE		275.00	5% WAGE INCREASE
001	422-106-000	RETIREMENT EXPENSE		432.00	5% WAGE INCREASE
001	422-226-005	W/C PREMIUM		65.00	5% WAGE INCREASE
001	436-103-000	DEPARTMENT HEAD SALARY		1,240.00	5% WAGE INCREASE
001	436-103-315	OTHER SALARIES & WAGES		5,187.00	5% WAGE INCREASE
001	436-104-000	FICA/MEDICARE		491.00	5% WAGE INCREASE

001	436-106-000	RETIREMENT EXPENSE	771.00	5% WAGE INCREASE
001	436-226-005	W/C PREMIUM	117.00	5% WAGE INCREASE
001	440-103-315	OTHER SALARIES & WAGES	2,990.00	5% WAGE INCREASE
001	440-104-000	FICA/MEDICARE	228.00	5% WAGE INCREASE
001	440-106-000	RETIREMENT EXPENSE	359.00	5% WAGE INCREASE
001	440-226-005	W/C PREMIUM	55.00	5% WAGE INCREASE
001	566-103-315	OTHER SALARIES & WAGES	1,604.00	5% WAGE INCREASE
001	566-104-000	FICA/MEDICARE	123.00	5% WAGE INCREASE
001	566-106-000	RETIREMENT EXPENSE	192.00	5% WAGE INCREASE
001	566-226-005	W/C PREMIUM	29.00	5% WAGE INCREASE
001	700-103-303	CAPTAIN SALARIES	2,666.00	5% WAGE INCREASE
001	700-103-304	LIEUTENANT SALARIES	6,215.00	5% WAGE INCREASE
001	700-103-305	SERGEANT SALARIES	9,226.00	5% WAGE INCREASE
001	700-103-309	PATROLMEN SALARIES	38,746.00	5% WAGE INCREASE
001	700-103-312	CROSSING GUARD SALARIES	3,032.00	5% WAGE INCREASE
001	700-103-315	OTHER SALARIES & WAGES	8,937.00	5% WAGE INCREASE
001	700-104-000	FICA/MEDICARE	1,669.00	5% WAGE INCREASE
001	700-106-000	RETIREMENT EXPENSE	861.00	5% WAGE INCREASE
001	700-226-005	W/C PREMIUM	1,260.00	5% WAGE INCREASE
001	706-103-303	CAPTAIN SALARIES	61,832.00	5% INC., LT./CPN. CORRECT.
001	706-103-304	LIEUTENANT SALARIES	(34,086.00)	5% INC., LT./CPN. CORRECT.
001	706-103-308	INSPECTOR SALARIES	1,604.00	5% WAGE INCREASE
001	706-103-310	FIREMEN SALARIES	40,817.00	5% WAGE INCREASE
001	706-103-315	OTHER SALARIES & WAGES	927.00	5% WAGE INCREASE
001	706-104-000	FICA/MEDICARE	1,087.00	5% WAGE INCREASE
001	706-106-000	RETIREMENT EXPENSE	111.00	5% WAGE INCREASE
001	706-226-005	W/C PREMIUM	1,301.00	5% WAGE INCREASE
001	714-103-315	OTHER SALARIES & WAGES	1,293.00	5% WAGE INCREASE
001	714-104-000	FICA/MEDICARE	99.00	5% WAGE INCREASE
001	714-106-000	RETIREMENT EXPENSE	155.00	5% WAGE INCREASE
001	714-226-005	W/C PREMIUM	24.00	5% WAGE INCREASE
001	750-103-000	DEPARTMENT HEAD SALARY	11,116.00	5% WAGE INCREASE
001	750-103-315	OTHER SALARIES & WAGES	(1,454.00)	5% INC., BUDGET CORRECT.
001	750-104-000	FICA/MEDICARE	739.00	5% WAGE INCREASE
001	750-106-000	RETIREMENT EXPENSE	1,159.00	5% WAGE INCREASE
001	750-226-005	W/C PREMIUM	177.00	5% WAGE INCREASE
001	751-103-000	DEPARTMENT HEAD SALARY	1,132.00	5% WAGE INCREASE
001	751-103-315	OTHER SALARIES & WAGES	3,016.00	5% WAGE INCREASE
001	751-104-000	FICA/MEDICARE	317.00	5% WAGE INCREASE
001	751-106-000	RETIREMENT EXPENSE	498.00	5% WAGE INCREASE
001	751-226-005	W/C PREMIUM	76.00	5% WAGE INCREASE
001	754-103-000	DEPARTMENT HEAD SALARY	1,028.00	5% WAGE INCREASE
001	754-103-315	OTHER SALARIES & WAGES	(2,801.00)	5% INC., BUDGET CORRECT.
001	754-104-000	FICA/MEDICARE	(136.00)	5% INC., BUDGET CORRECT.
001	754-106-000	RETIREMENT EXPENSE	(213.00)	5% INC., BUDGET CORRECT.
001	754-226-005	W/C PREMIUM	(32.00)	5% INC., BUDGET CORRECT.
001	756-103-000	DEPARTMENT HEAD SALARY	1,028.00	5% WAGE INCREASE
001	756-103-315	OTHER SALARIES & WAGES	6,293.00	5% WAGE INCREASE
001	756-104-000	FICA/MEDICARE	560.00	5% WAGE INCREASE
001	756-106-000	RETIREMENT EXPENSE	879.00	5% WAGE INCREASE
001	756-226-005	W/C PREMIUM	134.00	5% WAGE INCREASE

001	800-103-000	DEPARTMENT HEAD SALARY	2,900.00	5% WAGE INCREASE
001	800-103-315	OTHER SALARIES & WAGES	15,885.00	5% WAGE INCREASE
001	800-104-000	FICA/MEDICARE	1,437.00	5% WAGE INCREASE
001	800-106-000	RETIREMENT EXPENSE	2,182.00	5% WAGE INCREASE
001	800-226-005	W/C PREMIUM	344.00	5% WAGE INCREASE
001	900-103-000	DEPARTMENT HEAD SALARY	9,889.00	5% WAGE INCREASE
001	900-103-315	OTHER SALARIES & WAGES	4,154.00	5% WAGE INCREASE
001	900-104-000	FICA/MEDICARE	1,074.00	5% WAGE INCREASE
001	900-106-000	RETIREMENT EXPENSE	1,390.00	5% WAGE INCREASE
001	900-226-005	W/C PREMIUM	257.00	5% WAGE INCREASE
			303,377.00	303,377.00

The above resolution reflects a 5% wage increase for all City personnel, prorated for the current year estimated to become effective with the first pay period in December. Elected positions and department heads are not included in the calculation. Note that only an employee's base is factored into the calculation with longevity excluded, resulting in a lower effective increase at 4.77%. The amount of the increase for an entire year is approximately \$560,000.

Also included in the revision is the addition of two positions: 1) An Administrative Assistant position to be allocated 50/50 between the City Attorney and Personnel offices at an H-8 classification (\$31,122 annual - after proposed increase) and prorated for half of the fiscal year beginning in January is included in the respective budgets. Beginning in January, the Executive Administrative Assistant is proposed to be reclassified to an H-8 (\$31,122 annual - after proposed increase) and will report to the Mayor only and be allocated in that department only. 2) An IT Technician position has been added to the Finance Department at an H-12 classification (\$37,390 annual - after proposed increase) and prorated for 7 months of the current fiscal year. This position will take direction from the IT Manager and is needed to meet the continued and increasing technology demands of the City.

JH

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Years 2016-2017 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	299-00	FUND BALANCE	462,105.00		FY16 FUND BALANCE C/O
001	366-000-000	STATE GRANTS	7,670.00		WVDOH CMAQ REIMB.
001	369-000-000	CONTRIBUTIONS/OTHER FUNDS	35,000.00		BLDG. CAP RES CONTRIB.
001	414-230-000	CONTRACTUAL SERVICES		4,465.00	TYLER TECH PO CARRYOVER
001	414-353-000	COMPUTER SOFTWARE		70,000.00	INCODE 10 UPGRADE
001	421-230-000	CONTRACTUAL SERVICES		3,500.00	WVRCG CARRYOVER
001	421-458-000	CAPITAL OUTLAY - OTHER		46,019.00	CMAQ GRANT CARRYOVER
001	444-566-036	CONTRIB - USER FEE FUND		51,791.00	ADDTL STREET PAVING
001	444-566-082	CONTRIB - PARKS & REC FUND		60,000.00	SW/CP PL CHAIRS, CP FENCE
001	706-230-000	CONTRACTUAL SERVICES		50,000.00	FIREHOUSE A&E/RESEARCH
001	706-458-000	CAPITAL OUTLAY - OTHER		35,000.00	STATION 5 FOUND. REHAB
001	756-230-000	CONTRACTUAL SERVICES		30,000.00	WAYFINDING SIGNAGE
001	756-459-000	CAPITAL OUTLAY - EQUIP		25,000.00	SIGN PRINTER
001	805-458-000	CAPITAL OUTLAY - OTHER		80,000.00	MARY ST RETENTION POND
001	900-230-000	CONTRACTUAL SERVICES		4,000.00	COOPER CABIN ASSESS.
001	900-341-000	DEPARTMENTAL SUPPLIES		16,000.00	SOUTHWOOD MULCH
001	900-458-000	CAPITAL OUTLAY - OTHER		29,000.00	DOG PARK/SW SB FENCE
			<u>504,775.00</u>	<u>504,775.00</u>	

The above resolution proposes an appropriation of the FY16 surplus balance in order to improve the City's need to accommodate current and future needs. The proposed appropriations are detailed by department below:

Finance: The \$4,465 contractual service carryover accounts for a contract in progress but not completed by June 30th. The \$70,000 proposal for an upgrade to the City's INCODE ERP system is critical to enable all departments of the City to gain efficiency in many daily and routine tasks. Specifically, this upgrade contains a web-based user interface to provide staff the ability to requisition goods and services online with real-time available budget monitoring and workflow routing of approvals. Additionally, employee portal services and increased data security will become available. This will eliminate a significant amount of paper processing and further enable the City to respond to procedural and documented control deficiencies.

Development: Included in the above is the carryover of the WVRCG and CMAQ grant expenditures in the amounts of \$3,500 and \$38,349, respectively, and the related state grant reimbursements in the amount of \$7,670.

Contributions to Other Funds: Included in the above is a contribution to the User Fee Fund in the amount of \$51,791 toward the next season's paving contract. A \$60,000 contribution to the Parks & Rec (Pools) Fund is for the replacement of lifeguard and lounge chairs at both pools and the replacement of the fence surrounding the City Park Pool, among other safety-related repairs at both pools.

Fire Department: Station 5 on Blizzard Drive is in need of foundation rehab and is expected to cost approximately \$35,000. Additionally, \$70,000 in contractual services is estimated for architectural, engineering, and other consulting in relation to the firehouse replacement efforts.

Street Cleaning/Stormwater: The sign shop in the Street Cleaning department is in need of a sign printer, estimated at \$25,000. Currently, the City does not have a functioning printer and is outsourcing the signs at a much higher cost. \$30,000 is proposed for Wayfinding Signage for government buildings, museums, and other public attractions in the Downtown area. Additionally, property on Mary Street is being donated to the City and demolition work is required to build a storm water retention pond and is estimated to cost \$80,000.

Parks: Mulch is needed to complete the Southwood Park playground and is estimated to cost approximately \$16,000. A structural assessment is required for Cooper Cabin in City Park and is expected to cost \$4,000. \$9,000 of previously appropriated funds is required to be carried over for the completion of the Dog Park on Southside. Finally, the Southwood Park softball field is in need of new fencing and is estimated to cost approximately \$20,000.

OS

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Years 2016-2017 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	299-00	FUND BALANCE	27,711.00		FY 16 FUND BALANCE C/O
001	361-000-015	PROCESS FEES	15,000.00		COLLECTION BILLINGS
001	365-000-001	FEDERAL GRANTS - JAG	(500.00)		JAG REV. CORRECTION
001	376-000-000	GAMING INCOME - TABLES	350.00		REVENUE RECLASSIFICATION
001	376-001-000	GAMING INCOME - GREENBRIER	(350.00)		REVENUE RECLASSIFICATION
001	377-000-000	CAPITAL LEASE REVENUE	39,800.00		PD LEASE VALUE CORRECT.
001	409-211-000	TELEPHONE/COMM EXPENSE		500.00	WIRELESS DATA/IPAD
001	410-211-000	TELEPHONE/COMM EXPENSE		1,000.00	WIRELESS DATA/IPAD
001	414-229-000	COURT COSTS		12,000.00	BILLED COURT COSTS
001	415-212-000	OUTSIDE PRINTING		(3,000.00)	ORDINANCE CODIFICATION
001	415-220-000	ADVERTISING & LEGAL PUB		500.00	MISC LEGAL ADVERTISING
001	415-230-000	CONTRACTUAL SERVICES		6,000.00	ORDINANCE CODIFICATION
001	436-220-000	ADVERTISING & LEGAL PUB		3,200.00	DEMO LEGAL ADS
001	436-230-000	CONTRACTUAL SERVICES		(3,200.00)	DEMO LEGAL ADS
001	436-341-000	DEPARTMENTAL SUPPLIES		3,000.00	ICC CODE BOOKS/SOFTWARE
001	440-211-000	TELEPHONE/COMM EXPENSE		(572.00)	TELEPHONE ALLOCATION
001	440-219-000	EQUIPMENT RENTAL		(60,059.00)	EQUIP LEASE, TANK RENTAL
001	440-343-001	GASOLINE		(8,900.00)	REALLOCATION OF GASOLINE
001	566-343-001	GASOLINE		1,000.00	REALLOCATION OF GASOLINE
001	590-230-000	CONTRACTUAL SERVICES		570.00	PEST CONTROL SERVICE
001	700-214-000	TRAVEL		(10,000.00)	COUNTY PRISONER TRANS.
001	700-222-000	DUES & SUBSCRIPTIONS		4,065.00	CALEA DUES APPROP.
001	700-230-000	CONTRACTUAL SERVICES		10,000.00	COUNTY PRISONER TRANS.
001	700-459-000	CAPITAL OUTLAY - EQUIP		39,800.00	PD LEASE VALUE CORRECT.
001	700-459-001	CAPITAL OUTLAY - JAG GRANT		9,500.00	FY16 JAG CARRYOVER
001	706-226-000	AUTO & LIAB INSURANCE		(1,982.00)	REALLOCATION OF INS EXP
001	714-226-000	AUTO & LIAB INSURANCE		3,800.00	REALLOCATION OF INS EXP
001	714-230-000	CONTRACTUAL SERVICES		650.00	WIRING/FIRE EXT. SERVICE
001	714-343-001	GASOLINE		(1,100.00)	REALLOCATION OF GASOLINE
001	750-216-000	MAINT & REPAIR - EQUIP		6,300.00	TRACKHOE HAMMER REP.
001	751-219-000	EQUIPMENT RENTAL		300.00	MISC. EQUIP. RENTAL
001	754-216-000	MAINT & REPAIR - EQUIP		1,500.00	EQUIP SERVICE/REPAIR
001	754-219-000	EQUIPMENT RENTAL		132.00	MONTHLY CYLINDER RENTAL
001	756-213-200	UTILITIES - WATER/SEWER		(1,412.00)	WATER REALLOCATION
001	754-213-200	UTILITIES - WATER/SEWER		1,412.00	WATER REALLOCATION
001	756-345-000	UNIFORMS		550.00	UNIFORM EXP ADJUSTMENT
001	800-216-000	MAINT & REPAIR - EQUIP		6,000.00	SAN. EQUIP. REPAIR
001	800-217-000	MAINT & REPAIR - AUTOS		7,000.00	AUTO SERVICE/MAINT
001	800-220-000	ADVERTISING & LEGAL PUB		300.00	ADVERTISING REVISED EST.

001	800-226-000	AUTO & LIAB INSURANCE	(599.00)	REALLOCATION OF INS EXP
001	800-230-000	CONTRACTUAL SERVICES	(8,500.00)	LANDFILL SERVICE
001	800-341-000	DEPARTMENTAL SUPPLIES	(6,000.00)	SAN. EQUIP. REPAIR
001	805-458-000	CAPITAL OUTLAY - STORMWATER	(6,300.00)	TRACKHOE HAMMER REP.
001	900-211-000	TELEPHONE/COMM EXPENSE	1,600.00	TELEPHONE ALLOCATION
001	900-212-000	OUTSIDE PRINTING	300.00	REQ. BOOKS, ETC.
001	900-216-000	MAINT & REPAIR - EQUIP	3,000.00	POND PUMP REPAIR
001	900-219-000	EQUIPMENT RENTAL	75.00	MONTHLY CYLINDER RENTAL
001	900-219-000	EQUIPMENT RENTAL	61,800.00	EQUIP LEASE, TANK RENTAL
001	900-226-000	AUTO & LIAB INSURANCE	(1,219.00)	REALLOCATION OF INS EXP
001	900-343-001	GASOLINE	9,000.00	REALLOCATION OF GASOLINE
			<u>82,011.00</u>	<u>82,011.00</u>

The above resolution proposes revisions to the various departmental budgets of the City to correct the original budget regarding allocations of expenditures, accommodate various unexpected repair and maintenance requirements, and anticipate the needs of the upcoming newly-elected Mayor and Council.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Years 2016-2017 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	314-000-000	MUNICIPAL SALES TAX	420,000.00		REVISED FY17 ESTIMATE
001	440-458-000	CAPITAL OUTLAY - OTHER		420,000.00	CITY BUILDING MAINT.
			<u>420,000.00</u>	<u>420,000.00</u>	

The above resolution proposes a revision to the Municipal Sales Tax estimate of revenue for the 2017 fiscal year, and appropriates the dollars toward significant deferred maintenance needs of the City Building.

The Municipal Building has reached a point where continued deferred maintenance will result in significant future losses to taxpayers. The highest priority involves the cleaning, sealing, caulking, and repair of the external panels and windows to protect the building's foundation. Currently, water damage is evidenced around the entire interior walls of the 1st floor. It is expected that the exterior maintenance, and repair of internal damage will cost approximately \$300,000 and will prevent further and more costly damage. The 1st and 2nd floor bathrooms are in need of update renovation and plumbing work to mitigate very prominent and unpleasant sewage odors. It is expected to cost approximately \$60,000 to renovate and repair the 6 bathrooms in question. The 2nd, 4th, and 5th floor are in need of new carpet for both appearance and safety reasons. It is expected to cost approximately \$60,000 to replace the carpeting.

07/5

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Years 2016-2017 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	750-458-001	CAPTIAL OUTLAY - STORMWATER		(250,000.00)	EST STMWTR EXP OBJECT
001	805-212-000	OUTSIDE PRINTING		5,000.00	EST STMWTR EXP OBJECT
001	805-214-000	TRAVEL EXPENSES		1,000.00	EST STMWTR EXP OBJECT
001	805-220-000	ADVERTISING & LEGAL PUB		1,000.00	EST STMWTR EXP OBJECT
001	805-221-000	TRAINING & EDUCATION		1,000.00	EST STMWTR EXP OBJECT
001	805-222-000	DUES & SUBSCRIPTIONS		500.00	EST STMWTR EXP OBJECT
001	805-228-000	FREIGHT		300.00	EST STMWTR EXP OBJECT
001	805-341-000	DEPARTMENTAL SUPPLIES		15,000.00	EST STMWTR EXP OBJECT
001	805-458-000	CAPITAL OUTLAY - OTHER IMP		226,200.00	EST STMWTR EXP OBJECT

The above resolution proposes a revision to properly account for Stormwater Management expenses. Currently, the expenditures are being recorded in the Street Department; however, the expenditure are properly classified as related to sanitation and are properly accounted for in cost center account number 805, Stormwater Management, and allocated between contractual services, commodities, and capital outlay.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to request approval from State Auditor's Office for the following budget revision within the General Fund for the Fiscal Years 2016-2017 prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists, and to make said budget revisions upon the State Auditor's approval:

GENERAL FUND

Fund	Account	Description	Revenue Increase/ (Decrease)	Expenditure Increase/ (Decrease)	Fund Source / Description
001	368-000-000	CONTRIB - OUTSIDE ENTITIES	100,000.00		EST STMWTR EXP OBJECT
001	900-458-000	CAPITAL OUTLAY - OTHER IMP		100,000.00	EST STMWTR EXP OBJECT
			<u>100,000.00</u>	<u>100,000.00</u>	

The above resolution proposes a revision to properly account for a pledged donation reimbursement up to \$100,000 from a private foundation for City Park basketball and pickleball court renovations/upgrades.

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

Pension Fund Policemen's Pension & Relief Fund

Treasurer Eric S. Jiles

Municipality Parkersburg

Fiscal Year (July 1 - June 30) July 1, 2015 - June 30, 2016

Actuarial Funding Method

<input type="checkbox"/>	Standard Funding Method
<input type="checkbox"/>	Optional Funding Method
<input checked="" type="checkbox"/>	Alternative Funding Method (107%)
<input type="checkbox"/>	% Necessary to Maintain Plan Solvency for 15 Years
<input type="checkbox"/>	Conservation Funding Method

PART I		Item	Amount
Beginning Fair Value of Pension Plan		July 1	\$ 10,313,546.43
I. Revenue During Fiscal Year			
1. Employee Contributions for employees hired prior to Jan. 1, 2010	Percent of Gross Salary	7.00%	
Total amounts contributed by employees or withheld from their salaries			\$ 157,453.84
2. Employee Contributions for employees hired on or after Jan. 1, 2010	Percent of Gross Salary	9.50%	
Total amounts contributed by employees or withheld from their salaries			\$ 94,307.54
3. Employee Contributions for Plans utilizing the Conservation Funding Method	Percent of Gross Salary	1.50%	
Total amounts contributed by employees or withheld from their salaries			\$ -
4. Government Contributions			
a. From Parent Local Government			
Required employer contributions from your municipality			\$ 1,088,668.00
b. Additional employer contributions from your municipality			\$ 326,600.00
c. From State Government			
Municipal Pensions Oversight Board (premium surcharges on fire and casualty insurance)			\$ 634,723.22
5. Earnings on Investments			
a. Net Appreciation/(Depreciation) of Fair Value of Investments			\$ (384,096.38)
b. Short Term & Fixed Income Interest			\$ 53,798.11
c. Dividends			\$ 155,609.14
d. Net Realized Gain (Loss) on Sale or Exchange of Assets			\$ 3,776.60
e. Other			\$ 1.65
f. Less Investment Expense			\$ (76,243.98)
Net Investment Income			\$ (247,154.86)
6. All Other Revenues			
Please Specify			
Total Revenues			\$ 2,054,597.74
The sum of items I.1. through I.6.			

PART II		Item	Amount
Expenditures During Fiscal Year		Does not include Investment Expenses, see I.5.f. on first page.	
1. Benefits Paid			
Retirement, disability, survivor and any other benefits.			
2. Withdrawals			\$ 2,172,067.85

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

Amount paid to employees or former employees or their survivors, representing return of contributions made by employees during the period of their employment		\$	-
3. Other Payments			
Administrative expenses and other costs or payments non representing benefit payments or withdrawals.			
a. Administration	Municipal administration fees.	\$	-
b. Other	Example: Pension Secretary expenses; Rent; etc.	\$	-
Total Expenditures		\$	2,172,067.85
The sum of items II.1. through II.3.b.			
Net Income/(Loss)		\$	(117,470.11)
Ending Fair Value of the Pension Plan		\$	10,196,076.32
June 30			
III Asset Allocation at End of Fiscal Year			
1. Cash and Cash Equivalents - Short Term		Percent of Total Assets	10.49%
Financial Institution or Money Manager		Type of Account	
		Fair Value	
a. United Bank	Checking	\$	195,426.00
b.	Treasury Bills	\$	-
c. Graystone/Morgan Stanley	Savings or Money Market Account	\$	874,140.35
d.	Short Term Investment Funds	\$	-
e.	Re-Purchase Agreements	\$	-
f.	Commercial Paper	\$	-
g.	CDs and Bankers' Acceptances	\$	-
		Fair Value	
Total Cash and Cash Equivalents		\$	1,069,566.35
The sum of items 1.a. through 1.g.			
2. Fixed Income - Long Term		Percent of Total Assets	18.82%
Financial Institution or Money Manager		Type of Account	
		Fair Value	
a. Graystone/Morgan Stanley	US Govt Agencies & Instruments	\$	892,954.65
b.	Foreign Govt, Subdivisions, Agencies or Enterprise	\$	-
c.	International agencies or supranational entities	\$	-
d.	Mortgage-related or others asset back securities	\$	-
e. Graystone/Morgan Stanley	Corporate Debt Securities	\$	1,025,650.31
f.	Corporate Inflation-index bonds	\$	-
g.	Bank CD's, fixed time deposits, Bankers Acceptance	\$	-
h.	State & Local Govt Debt Securities	\$	-
i.	Mutual Funds (Bonds)	\$	-
j.	International Mutual Funds - Bonds	\$	-
k.	Exchange Traded Funds (ETF) - Bonds	\$	-
l.	International Exchange Traded Funds (ETF) - Bonds	\$	-
		Fair Value	
Total Fixed Income (at fair value)		\$	1,918,604.96
The sum of items 2.a. through 2.l.			
3. Equity Investments		Percent of Total Assets	56.13%
Financial Institution or Money Manager		Type of Account	
		Fair Value	
a. Graystone/Morgan Stanley	Individual Stocks Held	\$	1,059,505.59
b.	Mutual Fund Shares (Equities)	\$	-
c. Graystone/Morgan Stanley	Exchange Traded Funds (ETF)	\$	2,573,757.97
d. Graystone/Morgan Stanley	International Stocks Held	\$	2,090,082.97
e.	International Mutual Funds - Equities	\$	-
f.	International Exchange Traded Funds (ETF)	\$	-
		Fair Value	
Total Equity Investments (at fair value)		\$	5,723,346.53
The sum of items 3.a. through 3.f.			

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

Pension Fund Firemen's Pension & Relief Fund

Treasurer Eric S. Jiles

Municipality Parkersburg

Fiscal Year (July 1 - June 30) July 1, 2015 - June 30, 2016

Actuarial Funding Method

<input type="checkbox"/>	Standard Funding Method
<input type="checkbox"/>	Optional Funding Method
<input checked="" type="checkbox"/>	Alternative Funding Method (107%)
<input type="checkbox"/>	% Necessary to Maintain Plan Solvency for 15 Years
<input type="checkbox"/>	Conservation Funding Method

PART I		Item	Amount
Beginning Fair Value of Pension Plan		July 1	\$ 12,190,210.72
I. Revenue During Fiscal Year			
1. Employee Contributions for employees hired prior to Jan. 1, 2010	Percent of Gross Salary	7.00%	
Total amounts contributed by employees or withheld from their salaries			\$ 164,686.24
2. Employee Contributions for employees hired on or after Jan. 1, 2010	Percent of Gross Salary	9.50%	
Total amounts contributed by employees or withheld from their salaries			\$ 45,328.90
3. Employee Contributions for Plans utilizing the Conservation Funding Method	Percent of Gross Salary	1.50%	
Total amounts contributed by employees or withheld from their salaries			\$ -
4. Government Contributions			
a. From Parent Local Government			
Required employer contributions from your municipality			\$ 2,400,687.00
b. Additional employer contributions from your municipality			\$ 120,034.00
c. From State Government			
Municipal Pensions Oversight Board (premium surcharges on fire and casualty insurance)			\$ 739,045.30
5. Earnings on Investments			
a. Net Appreciation/(Depreciation) of Fair Value of Investments			\$ 31,505.97
b. Short Term & Fixed Income Interest			\$ 282,866.15
c. Dividends			\$ 137,911.64
d. Net Realized Gain (Loss) on Sale or Exchange of Assets			\$ (317,785.66)
e. Other			\$ -
f. Less Investment Expense			\$ (80,945.91)
Net Investment Income			\$ 53,552.19
6. All Other Revenues			
Please Specify			
Total Revenues			\$ 3,523,333.63
The sum of items I.1. through I.6.			

PART II		Item	Amount
II Expenditures During Fiscal Year			
Does not include Investment Expenses, see I.5.f. on first page.			
1. Benefits Paid			
Retirement, disability, survivor and any other benefits.			\$ 2,675,424.51
2. Withdrawals			

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

Amount paid to employees or former employees or their survivors, representing return of contributions made by employees during the period of their employment		\$	-
3. Other Payments			
Administrative expenses and other costs or payments non representing benefit payments or withdrawals.			
a. Administration	Municipal administration fees.	\$	-
b. Other	Example: Pension Secretary expenses; Rent; etc.	\$	-
Total Expenditures		\$	2,675,424.51
The sum of items II.1. through II.3.b.			
Net Income/(Loss)		\$	847,909.12
Ending Fair Value of the Pension Plan		\$	13,038,119.84
June 30			
III Asset Allocation at End of Fiscal Year			
1. Cash and Cash Equivalents - Short Term		Percent of Total Assets	8.47%
Financial Institution or Money Manager		Type of Account	
		Fair Value	
a. United Bank	Checking	\$	432,951.55
b.	Treasury Bills	\$	-
c. Raymond James	Savings or Money Market Account	\$	670,742.31
d.	Short Term Investment Funds	\$	-
e.	Re-Purchase Agreements	\$	-
f.	Commercial Paper	\$	-
g.	CDs and Bankers' Acceptances	\$	-
Total Cash and Cash Equivalents		Fair Value	\$ 1,103,693.86
The sum of items 1.a. through 1.g.			
2. Fixed Income - Long Term		Percent of Total Assets	46.12%
Financial Institution or Money Manager		Type of Account	
		Fair Value	
a. Raymond James	US Govt Agencies & Instruments	\$	2,610,953.55
b.	Foreign Govt, Subdivisions, Agencies or Enterprise	\$	-
c.	International agencies or supranational entities	\$	-
d. Raymond James	Mortgage-related or others asset back securities	\$	231,894.27
e. Raymond James	Corporate Debt Securities	\$	3,169,851.80
f.	Corporate Inflation-index bonds	\$	-
g.	Bank CD's, fixed time deposits, Bankers Acceptance	\$	-
h.	State & Local Govt Debt Securities	\$	-
i.	Mutual Funds (Bonds)	\$	-
j.	International Mutual Funds - Bonds	\$	-
k.	Exchange Traded Funds (ETF) - Bonds	\$	-
l.	International Exchange Traded Funds (ETF) - Bonds	\$	-
Total Fixed Income (at fair value)		Fair Value	\$ 6,012,699.62
The sum of items 2.a. through 2.l.			
3. Equity Investments		Percent of Total Assets	41.41%
Financial Institution or Money Manager		Type of Account	
		Fair Value	
a. Raymond James	Individual Stocks Held	\$	2,469,909.59
b. Raymond James	Mutual Fund Shares (Equities)	\$	416,956.25
c. Raymond James	Exchange Traded Funds (ETF)	\$	2,088,181.41
d. Raymond James	International Stocks Held	\$	423,594.39
e.	International Mutual Funds - Equities	\$	-
f.	International Exchange Traded Funds (ETF)	\$	-
Total Equity Investments (at fair value)		Fair Value	\$ 5,398,641.64
The sum of items 3.a. through 3.f.			

**Annual Report of Policemen's and Firemen's Pension and Relief Funds
to the Municipal Pensions Oversight Board
as required by WV Code §8-22-19(d)(1)(B) and §8-22-22a(a)**

4. Alternative Investments		Percent of Total Assets	4.01%
Financial Institution or Money Manager	Type of Account		Fair Value
a. Raymond James	Real Estate Investment Trust		\$ 80,289.43
b.	Private Equity Fund		\$ -
c.	Hedge Funds		\$ -
d. Raymond James	Other Alternative Investments		\$ 442,795.29
Total Alternative Investments (at fair value)			Fair Value \$ 523,084.72
Total Assets			Sum of III.1. through III.4. \$ 13,038,119.84

III.5 Total return on investments for the period of July 1 thru June 30	(Obtain from financial institution or money manager)	0.32%
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PART II

Membership and Beneficiaries

* Please report the figures requested below, for the fiscal year reported on page 1. To figure the Average Monthly Number of Persons, add figures for each month and divide by 12. Please round to two decimal places. An employee must have been paid for 100 hours in any month to be included in that month.

** Please report the total number of disability applications received during the fiscal year, the status of each application at the end of the fiscal year, the total applications granted and denied, and the percentage of disability benefit recipients to the total number of active members of the fund. This requirement satisfies §8-22-23a(a) of the WV Code if the report is submitted to the Municipal Pensions Oversight Board prior to August 1st of each year.

Item	Avg. Monthly #
I. Members of your Pension Fund	
1. Active Members	55.92
2. Inactive Members	0.00
II. Beneficiaries Receiving Periodic Benefit Payments During Fiscal Year	
1. Retirees	66.92
2. Disability Retirees	10.00
a. Number of Disability Applications received during the fiscal year	0.00
b. Status of each Disability Application at end of fiscal year - please attach separate sheet with details	
(1.) Disability Applications Approved during Fiscal Year	N/A
(2.) Disability Applications Denied during Fiscal Year	N/A
3. Percentage of Disability Benefit Recipients to the Total of Active Members in the fund	17.88%
4. Survivors (of Deceased Members) Drawing Benefits	23.17

PART III

Legal Thresholds for Investments

	(1)	(2)	(3)
	%	Maximum % and \$	(Over) Under
Equity Investments	41%	75%	34%
International Securities	3%	30%	27%
Alternative Investments	4%	25%	21%
Cash/Cash Equivalents and Fixed Income (Low 25%; High 75%)	55%	25% 75%	-30% 20%
Short Term Investment - (90 days of expenses)		\$ 668,856.13	\$ (434,837.73)