

**AGENDA FOR A FINANCE COMMITTEE MEETING
FOR MONDAY, AUGUST 1, 2016, 5:00 PM
SMALL CONFERENCE ROOM,
SECOND FLOOR, MUNICIPAL BUILDING**

(Councilmen Reed, Bigley, Brown and Rockhold)

- I. CALL TO ORDER – Councilwoman Nancy Wilcox, Chairman
- II. ROLL CALL
- III. MINUTES – meeting held July 12, 2016
- IV. NEW BUSINESS
 1. Request from Development Director, Rickie Yeager, for discussion and/or action on a revision for the 2014/2015 HOME funds. (revision to be distributed Monday, August 1st)
- V. ADJOURNMENT

The Finance Committee of City Council met Tuesday, July 12, 2016 at 6:30 PM in the small conference room on the second floor of the Municipal Building at One Government Square, Parkersburg, WV 26101.

The meeting was called to order by Councilwoman Nancy Wilcox, who presided over the meeting as Chair. Members attending included Councilmen Jim Reed, Warren Bigley, Roger Brown, John Rockhold, and Nancy Wilcox. Others attending included Eric Jiles, Rickie Yeager, Chief Matthews, Chief Martin, Kim Coram, and JR Carpenter.

MINUTES – Mr. Reed moved, seconded by Mr. Rockhold, to approve the minutes from the meeting held May 31, 2016, and the motion was adopted by unanimous vote.

BUDGET REVISIONS – Finance Director, Eric Jiles, explained a request for a budget revision, which allocates OPEB for fiscal year 16/17.

MOTION – Mr. Rockhold moved, seconded by Mr. Reed, to approve and refer the resolution to Council, and the motion was adopted by unanimous vote.

Mr. Jiles then explained a request for a budget revision concerning paving. Last fiscal year the general fund borrowed from Capital Reserve for paving that was to begin in June 2016. We transferred the money from the user fee account to the general fund, then back to Capital Reserve.

The next part of the revision was for less than one half of the paving was done in 15/16 and they stopped. After July 1, paving started again and he increased fund balances this year and from the general fund to user fee to pay the remaining portion of the contract.

The \$1,411.00 revision request was a balance in Southwood Music Series donated which is a carryover.

MOTION – Mr. Reed moved, seconded by Mr. Rockhold, to recommend that Council approve this revision, and the motion was adopted by unanimous vote.

The third revision request was \$739,910.00 to general fund and into street improvements. It proposes a revision to the user fee special revenue fund budget to account for the activities proposed in the previous general fund revision resolution.

MOTION – Mr. Rockhold moved, seconded by Mr. Reed, to approve the revision and recommend adoption by Council, and the motion was adopted by unanimous vote.

SEALED BIDS FOR FIRE TRUCK, AND AMBULANCE – Mr. Jiles stated that we could not sell the third ambulance in our latest auction, so he is asking Council for an ordinance to sell it by sealed bids. We needed \$12,000.00 for all three ambulances, and we received \$6,000.00 for two of them. We had an offer of \$3,000.00 or \$4,000.00 for the third one and had to turn it down.

Mr. Reed said now it could be less.

Mr. Rockhold asked what we removed from the third ambulance, and Chief Matthews said we took everything we could use, estimated at several thousand dollars.

That third ambulance is somewhat better than the other two, but it has 300,000 miles on it.

Ms. Wilcox asked Mr. Brown what his thoughts were since he had requested the minimum bid of \$12,000.00 for all three. He said we spent \$12,000.00 for them in the beginning, and now we will cheat the taxpayers \$3,000.00. To clear it up, let's take what we can get, he said, but he would like to get \$3,000.00.

It's time to move on, Mr. Bigley said, the history has to be the history.

Our new firetruck will be delivered August 1st, Mr. Jiles said, and we need to sell the 1984 ladder truck which has been our reserve for six or seven years. It runs and it works. Chief Matthews said the pump was tested and works, but it could be a problem if you pump out of the river. He talked with a salesman who estimates we can only get \$10,000.00 for it.

The City of Parkersburg has an opportunity to help the flood victims in central WV – some towns were completely flooded out. We could donate these two items for a better use by some towns that will use them.

MOTION – Mr. Brown moved, seconded by Mr. Bigley, to donate the 1984 fire truck and the ambulance that did not sell at auction, if legally permitted.

We should let someone at the State level decide who to give them to, Ms. Wilcox stated.

VOTE – the motion was adopted by unanimous vote.

LAND AND WATER CONSERVATION GRANT – Development Director, Rickie Yeager, told the committee that every year there is a grant through the Land and Water Conservation agency, and the City has realized a lot of improvements because of these grants.

On June 9, 2016, we had a public hearing about the grant, and some citizens talked about a splash park in City Park, and also to expand the boundless playground at City Park which is ADA accessible. The Junior League started this project but could not raise enough funds, and he is asking to submit a grant for finalize the project. The total is estimated to be \$200,000.00, with a 50% cash match from the City.

Mr. Yeager is asking for this request to go to Council and determine where the money comes from by the next Council meeting. We aren't sure what the cash carryover will be at this time, but Mr. Jiles believes we will have \$100,000.00, but he is not sure at this time.

Ms. Wilcox stated that some of the Councilmen visited a water park, but we have never had the funds for such a project. We talked about putting one in the City Park, not as extravagant as the one at Marietta, but one suitable for our City. We talked about that prior to the Juleps Boundless Playground at the City Park.

Mr. Yeager said that a water park would cost much more than \$200,000.00 and he wants to finish the boundless playground because of the input from the community,

and look at the water park next year. Ms. Wilcox thought we would need more discussion because we have talked about the aquatic park for five years.

The Juleps Playground and the splash park both came up at the public hearing, Mr. Yeager said.

The pools will not pay for themselves, Mr. Rockhold stated, and asked when this grant was due to the State, and Mr. Yeager said it was due July 29th. Mr. Yeager said we have spent a lot of time getting money for Juleps, which is for all users and handicapped accessible, and he's asking for the \$100,000.00 now.

Ms. Lynch stated that we have put \$80,000.00 in Southwood Park for playground equipment and it still is not finished. There are lifeguard chairs that need replaced and asked if there was money for that. She did not think we should start another project without finishing the others.

We have done an assessment, Mr. Yeager stated, and the CDBG money has to be used for handicapped purposes. This grant is very specific, he said.

MOTION – Mr. Rockhold moved, seconded by Mr. Bigley, to forward the resolution on to Council for July 26, 2016, and the motion was adopted by unanimous vote.

BICYCLE REGISTRATION PROGRAM – Chief Joe Martin told the committee he has talked with Councilman Brown about the safety concern for bicycle riders. He thinks this is a good opportunity to attempt to solve a problem, if they could appropriate some money for educating the kids.

We have an ordinance in place, Mr. Brown stated. At one time, kids had to register their bikes or not ride them in the street.

Enforcement will not fix the problem, Chief Martin stated – the issue is education. The money will go for reflectors and helmets and will be a long process. They are asking for \$5,000.00.

The kids are trained through Safe Routes to School, Ms. Coram stated, at Fairplains School. Mr. Yeager said it was up to each school to have this program.

MOTION – Mr. Brown moved, seconded by Mr. Reed, for a budget revision July 28, 2016 for \$5,000.00. (to be used for purchasing equipment or educational equipment and educational materials).

VOTE – the motion was adopted by unanimous vote.

The meeting adjourned at 7:15 PM.

Respectfully submitted,


Connie Shaffer, City Clerk