

AGENDA FOR PARKERSBURG CITY COUNCIL,
TUESDAY, NOVEMBER 26, 2019, 7:30 PM
SECOND FLOOR, COUNCIL CHAMBERS
MUNICIPAL BUILDING

- I. CALL TO ORDER – Council President, Mike Reynolds
- II. ROLL CALL
- III. MINUTES – Council meeting November 12, 2019
- IV. REPORTS FROM STANDING OR SPECIAL COMMITTEES
- V. MESSAGE FROM THE EXECUTIVE
- VI. PUBLIC FORUM
- VII. CITY COUNCIL FORUM
- VIII. RESOLUTION
 - 1. Two budget revisions requesting approval from the State Auditor's Office increasing sales tax revenue, and a donation for ice rink set-up; and transferring funds for Southwood pool roof. (Sponsored by Councilmen Kuhl, Stanley and Mercer)
 - 2. Resolution amending the CBDG for Children's Museum at 900 Market; Market Streetscape; ADA accessible sidewalk in City Park; and Section 108 payment for Riverfront Park and Fire Station #2. And HOME budgets, new programs; Consortium; and shortage in Program Income – years 2010-2019. (Sponsored by Finance Committee)
- IX. ORDINANCE, FINAL READING
 - 3. An ordinance authorizing the Finance Director to conduct an online public auction. (Sponsored by Councilmen Reed, McCrady, and Stanley)
 - 4. An ordinance vacating remaining utility right-of-way at the rear of 1514 30th Street. (Sponsored by the Municipal Planning Commission)
- XI. ORDINANCE, FIRST READING:
 - 5. An ordinance enacting a city-wide real property improvement tax rebate program for the construction and rehabilitation/remodeling of residential, commercial and industrial property in the City of Parkersburg. (Sponsored by Finance Committee)
 - 6. An ordinance establishing rates for the City of Parkersburg Ice Skating Rink. (Sponsored by Councilmen Reed, McCrady, Barber, Mercer and Kuhl)
- XII. ADJOURNMENT

November 12, 2019

The Council of the City of Parkersburg met in regular session Tuesday, November 12, 2019 at 7:30 PM in the Council Chambers on the second floor of the Municipal Building at One Government Square, Parkersburg, WV.

The meeting was called to order by Council President, Mike Reynolds, who presided over the meeting.

The Clerk noted those members attending as Councilmen Dave McCrady, Sharon Kuhl, Bob Mercer, Eric Barber, JR Carpenter, John Reed, Jeff Fox, and Mike Reynolds. Councilman Zach Stanley was absent.

MINUTES –the clerk presented minutes from October 22, 2019. With no corrections or additions, the minutes were approved as previously distributed.

REPORTS – no reports this evening.

MESSAGE FROM THE EXECUTIVE – The clerk presented three communications from Mayor Tom Joyce with the following re-appointments: Charles Harris to the Mid-Ohio Valley Transit Authority through September 20, 2022; Eric Jiles appointed to the Mid-Ohio Valley Board of Health Department through June 30, 2024; and the re-appointments of Turner Sharp, Craig Minton, Buck McCroskey and Pamela Lutz to the Municipal Tree Commission for terms to end in 2022.

MOTION – Mr. Reed moved, seconded by Ms. Kuhl, to combine these communications, and the motion was adopted by unanimous vote.

MOTION – Mr. Reed moved, seconded by Ms. Kuhl, to approve the appointment and re-appointments, and the motion was adopted by unanimous vote.

PUBLIC FORUM – Mr. Matt Dodrill appeared before Council to thank Mayor Joyce and City employees for their assistance for the recent Trunk or Treat event, where Mr. Dodrill said 1,000 children attended.

CITY COUNCIL FORUM – none.

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 Year 2019-2020 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

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
EXPENDITURES					
TRANSFERS TO OTHER FUNDS					
444-566-001	TRANSFERS OUT - CAPITAL RES	585,955	18,380	604,335	REALLOCATION TO CAPITAL RESERVE
POLICE DEPARTMENT					
700-103-309	PATROLMAN SALARY	2,432,061	<u>(18,380)</u>	2,413,681	REALLOCATION TO CAPITAL RESERVE

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2019-2020 Fiscal Year to reflect the following changes:

CAPITAL RESERVE FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUE					
369-000-000	TRANSFERS IN - OTHER FUNDS	885,955	<u>18,380</u>	904,335	GENERAL FUND TRANSFER IN
CAPITAL EQUIPMENT					
700-459-000	CAPITAL OUTLAY - EQUIPMENT	184,000	<u>18,380</u>	202,380	ADD'L FUNDS FOR CRUISER EQUIPMENT

MOTION – Ms. Kuhl moved, seconded by Mr. Mercer, to adopt the resolution, and the motion was adopted by unanimous vote.

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RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that meetings in December shall be Tuesday, December 10th and Tuesday, December 17th, 2019.

MOTION – Mr. Carpenter moved, seconded by Mr. Reed, to adopt the resolution, and the motion was adopted by unanimous vote.

RESOLUTION

SUPPLEMENTAL RESOLUTION

SUPPLEMENTAL RESOLUTION APPROVING THE FORMS OF AN AGREEMENT AND LEASE, A LEASE ASSIGNMENT, AN ASSIGNMENT OF FUNDS AND ACCOUNTS AND A CREDIT LINE DEED OF TRUST, FIXTURE FILING AND SECURITY AGREEMENT IN CONNECTION WITH THE ISSUANCE OF THE LEASE REVENUE BONDS, SERIES 2019 (FIRE STATION NO. 4), OF THE MUNICIPAL BUILDING COMMISSION OF THE CITY OF PARKERSBURG, WEST VIRGINIA (THE "ISSUER"); AND APPROVING OTHER MATTERS WITH RESPECT TO SUCH BONDS.

WHEREAS, the City Council of The City of Parkersburg (the "City") has duly and officially adopted and enacted an authorizing Ordinance on October 8, 2019 (the "City Ordinance"), entitled:

AN ORDINANCE AUTHORIZING AND APPROVING THE CONVEYANCE OF REAL PROPERTY, FIXTURES AND PERSONAL PROPERTY AND APPURTENANCES TO THE MUNICIPAL BUILDING COMMISSION OF THE CITY OF PARKERSBURG, WEST VIRGINIA, FOR THE PURPOSE OF FACILITATING THE DESIGN, ACQUISITION, CONSTRUCTION AND EQUIPPING OF A NEW FIRE STATION TO BE CONSTRUCTED ON REAL PROPERTY LOCATED IN THE VICINITY OF 3401 EMERSON AVENUE AND 1373 WEST VIRGINIA AVENUE IN THE CITY OF PARKERSBURG AND TO BE KNOWN AS "FIRE STATION NO. 4" BY THE CITY OF PARKERSBURG ON BEHALF OF THE MUNICIPAL BUILDING COMMISSION OF THE CITY OF PARKERSBURG, WEST VIRGINIA; THE LEASING OF SUCH REAL PROPERTY AND ALL PROJECT IMPROVEMENTS AND APPURTENANCES THERETO BY THE CITY OF PARKERSBURG FROM THE MUNICIPAL BUILDING COMMISSION OF THE CITY OF PARKERSBURG, WEST VIRGINIA; THE SALE AND ISSUANCE BY THE MUNICIPAL BUILDING COMMISSION OF THE CITY OF PARKERSBURG, WEST VIRGINIA OF ITS NOT TO EXCEED \$2,500,000 PRINCIPAL AMOUNT OF LEASE REVENUE BONDS, IN ONE OR MORE SERIES; AUTHORIZING THE EXECUTION AND DELIVERY OF AN AGREEMENT AND LEASE AND OTHER INSTRUMENTS AND AUTHORIZING AND APPROVING OTHER DOCUMENTS AND MATTERS RELATING TO THE TERMS AND SECURITY OF SUCH BONDS; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, capitalized terms used herein and not otherwise defined herein shall have the same meaning set forth in the City Ordinance when used herein;

WHEREAS, the City Ordinance approves the issuance by the Municipal Building Commission of The City of Parkersburg, West Virginia (the "Issuer") of its Lease Revenue Bonds, Series 2019 (Fire Station No. 4), in the aggregate principal amount not to exceed \$2,500,000 (the "Bonds") to (i) finance the costs of the Project, (ii) pay costs of issuance of the Bonds and related costs, (iii) fund a reserve account, if any, for the Bonds, and (iv) pay capitalized interest, if any, on the Bonds;

WHEREAS, the City Ordinance provided that the forms of the following documents to be executed and delivered in connection with the issuance and sale of the Bonds would be approved by a Supplemental Resolution of the City:

- (1) A Credit Line Deed of Trust, Fixture Filing and Security Agreement (the "Deed of Trust") by the Issuer to the trustee named therein, for the benefit of the Branch Banking and Trust Company, as purchaser of the Bonds (the "Purchaser"), pursuant to which the Issuer will convey the Facilities in trust to the Purchaser, as security for repayment of the Bonds;
- (2) An Agreement and Lease (the "Lease") by and between the Issuer, as lessor, and the City, as lessee, pursuant to which the City will lease the Facilities from the Issuer and will agree to pay as Lease Rentals (but only from the sources set forth therein), amounts sufficient to pay the principal of and interest on the Bonds and any other amounts payable thereunder;
- (3) A Lease Assignment (the "Assignment"), by the Issuer to the Purchaser, pursuant to which the Issuer will assign certain of its rights in and to the Lease and rentals thereunder to the Purchaser as security for repayment of the Bonds;

- (4) An Assignment of Funds and Accounts (the "Funds Assignment" and collectively with the Deed of Trust, the Lease and the Assignment, the "Bond Documents"), by the Issuer to the Purchaser, pursuant to which the Issuer will assign the monies on deposit in certain of the funds and accounts established under the Lease to the Purchaser as an additional source of security for repayment of the Bonds; and

WHEREAS, the City deems it essential and desirable that this supplemental resolution (the "Supplemental Resolution") be adopted, that the forms of the Bond Documents be approved and that other matters relating to the Bonds be herein provided for;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PARKERSBURG:

Section 1. The Deed of Trust, substantially in the form submitted to this meeting, shall be and the same is hereby approved and accepted in all respects, with such changes, variations and omissions as may be approved by the City. The execution of the Deed of Trust by the Chairman of the Issuer shall be conclusive evidence of any approval required by this Section.

Section 2. The Lease, substantially in the form submitted to this meeting, shall be and the same is hereby approved and accepted in all respects, with such changes, variations and omissions as may be approved by the City. The execution of the Lease by the Mayor shall be conclusive evidence of any approval required by this Section.

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Section 3. The Assignment, substantially in the form submitted to this meeting, shall be and the same is hereby approved and accepted in all respects, with such changes, variations and omissions as may be approved by the City. The execution of the Assignment by the Chairman of the Issuer shall be conclusive evidence of any approval required by this Section.

Section 4. The Funds Assignment, substantially in the form submitted to this meeting, shall be and the same is hereby approved and accepted in all respects, with such changes, variations and omissions as may be approved by the City. The execution of the Funds Assignment by the Chairman of the Issuer shall be conclusive evidence of any approval required by this Section.

Section 5. All other provisions relating to the Bonds, including the terms and security for the Bonds and the text of the Bonds shall be substantially as provided in the Bond Ordinance.

Section 6. The Mayor and City Clerk of the City are hereby authorized and directed to execute and deliver such documents, agreements, instruments and certificates required or desirable in connection with the Bonds hereby and by the City Ordinance and Bond Ordinance approved and provided for, to the end that the Bonds may be executed and delivered by the Issuer to the Purchaser at the earliest practicable date.

Section 7. This Supplemental Resolution shall be effective immediately upon adoption hereof.

Adopted this 12th day of November, 2019.

MOTION – Mr. Reed moved, seconded by Ms. Kuhl, to adopt the resolution, and the motion was adopted by unanimous vote.

ORDINANCE, FINAL READING:

AN ORDINANCE PROVIDING FOR THE SALE
BY EXCHANGE OF CERTAIN PEOPERTY
OF THE CITY

WHEREAS the City of Parkersburg and the Wood County Commission desire to enter into the sale by exchange of certain property each presently own;

WHEREAS the exchange involves the trade of the City of Parkersburg's civil war canon, Long Tom, and which canon, although originally located and displayed at Fort Boreman Hill, has been kept and displayed in the City Park since approximately 1921;

WHEREAS the Wood County Commission desires to acquire the said civil war canon and return it to the County's Fort Boreman Historical Park;

WHEREAS the City desires to expand its Bicentennial Park to include the 36' x 107' parcel of property now owned by Wood County and which strip of land is adjacent to and contiguous with said Bicentennial Park; and

WHEREAS such exchange will benefit the City, the County and the public they both serve by further

enhancing and utilizing their respective parks while returning the civil war canon, Long Tom, to its rightful place as a part of Fort Boreman and at no cost to either party.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the City enter into and complete the sale by exchange with the Wood County Commission, of the City's civil war canon, Long Tom, for the County's 36 x 170.75 x 36' x 170.78 parcel of land immediately adjacent to and contiguous with Bicentennial Park and which as shown as parcel 5-95-51 on the attached map and further
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identified as Tract Seven in Deed Book 1004, at page 832.

MOTION – Ms. Kuhl moved, seconded by Mr. McCrady, to adopt the ordinance on final reading, and the motion was adopted by majority vote with all members voting “yes” with the exception of Mr. Reynolds, who voted “no”.

ORDINANCE, FIRST READING:

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR
TO CONDUCT AN ONLINE PUBLIC AUCTION

MOTION – Mr. Reed moved, seconded by Ms. Kuhl, to adopt the ordinance on first reading, and the motion was adopted by unanimous vote.

ORDINANCE, FIRST READING:

AN ORDINANCE VACATING REMAINING UTILITY
RIGHT OF WAY ON PARKERSBURG CITY TAX
MAP 40, PARCEL 235

MOTION – Ms. Kuhl moved, seconded by Mr. McCrady, to adopt the ordinance on first reading, and the motion was adopted by unanimous vote.

The meeting adjourned at 7:40 PM.

Marie St. Clair
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 Year 2019-2020 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

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUE					
314-000-000	MUNICIPAL SALES TAX	5,809,946	40,500	5,850,446	REVISED ESTIMATED
368-000-000	CONTRIB - OUTSIDE ENTITIES	111,110	<u>39,278</u>	150,388	ICE RINK SET UP DONATION
			79,778		
EXPENDITURES					
TRANSFERS TO OTHER FUNDS					
444-566-001	TRANSFERS OUT - CAPITAL RES	654,335	33,000	687,335	XFER TO CAPITAL RES - SW POOL ROOF
PARKS & RECREATION					
900-103-315	OTHER SALARIES & WAGES	320,881	(1,000)	319,881	REALL. FOR ICE RINK OPERATING EXP
900-230-000	CONTRACTUAL SERVICES	76,566	<u>47,778</u>	124,344	ICE RINK SET UP/OPERATIONS
			<u>79,778</u>		

The above resolution proposes to revise the FY20 General Fund budget to reflect an updated estimate of sales tax revenue and a donation to support the set up of the ice rink at City Park. Expenditures are proposed to reflect the ice rink set up, a reallocation of Parks salaries to support the ice rink operations, and as a transfer to Capital Reserve to replace the roof at the Southwood Pool bathhouse.

RESOLUTION

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Mayor, or his designee, be authorized to revise the Adopted Budget for 2019-2020 Fiscal Year to reflect the following changes:

CAPITAL RESERVE FUND

Account	Description	Current Budget	Proposed Adjustment	Revised Budget	Comments
REVENUE					
369-000-000	TRANSFERS IN - OTHER FUNDS	904,335	<u>33,000</u>	937,335	GENERAL FUND TRANSFER IN
			33,000		
CAPITAL IMPROVEMENTS					
444-566-082	CAPITAL IMPROVEMENTS - POOLS	15,000	<u>33,000</u>	48,000	SOUTHWOOD BATHHOUSE ROOF
			<u>33,000</u>		
			<u>-</u>		

The above resolution proposes to revise the FY20 Capital Reserve Fund budget to reflect a transfer in from the General Fund for the purposes of providing additional funds to replace the roof at the Southwood bathhouse.

Parkersburg Community Development Block Grant Budget Revision

Be it resolved by the City Council of the City of Parkersburg that the City of Parkersburg's Community Development Block Grant (CDBG) Program Annual Action Plan and Budget be hereby amended as follows:

2010 CDBG Adjustment of Funds

Activity	Current Budget	Proposed Budget	Change
1127 Section 108 Defeasance	\$ 37,875.19	\$ 37,000.00	\$ (875.19)
* Market Streetscape Enhancement Project	\$ -	\$ 875.19	\$ 875.19
Totals	\$ 37,875.19	\$ 37,875.19	\$ (0.00)

2016 CDBG Adjustment of Funds

Activity	Current Budget	Proposed Budget	Change
1016 Section 108 Defeasance	\$ 87,000.00	\$ 86,314.00	\$ (686.00)
Multi Minor Home Repair	\$ 141,841.87	\$ 140,921.81	\$ (920.06)
1081 FCIC Building Improvement	\$ 35,000.00	\$ 33,001.50	\$ (1,998.50)
* Market Streetscape Enhancement Project	\$ -	\$ 3,604.56	\$ 3,604.56
Totals	\$ 263,841.87	\$ 263,841.87	\$ -

2017 CDBG Adjustment of Funds

Activity	Current Budget	Proposed Budget	Change
1082 Riverfront Park Section 108 Payment	\$ 69,999.80	\$ 70,029.80	\$ 30.00
1133 General Administration	\$ 125,594.79	\$ 60,000.00	\$ (65,594.79)
* Market Streetscape Enhancement Project	\$ -	\$ 65,564.79	\$ 65,564.79
Totals	\$ 195,594.59	\$ 195,594.59	\$ -

2018 CDBG Adjustment of Funds

Activity	Current Budget	Proposed Budget	Change
* Parkersburg Children's Museum (ADA/Sidewalk Improvement Project)	\$ -	\$ 100,000.00	\$ 100,000.00
* St. Mary's/Dudley Avenue Streetscape Enhancement Project	\$ 130,000.00	\$ -	\$ (130,000.00)
1122 16th Street Loan Processing	\$ -	\$ 6,357.00	\$ 6,357.00
1141 16th Street Section 108 Loan Payment	\$ 22,500.00	\$ 22,660.77	\$ 160.77
1131 Schools To Pools	\$ 1,000.00	\$ 831.57	\$ (168.43)
* Market Streetscape Enhancement Project	\$ -	\$ 100,000.00	\$ 100,000.00
* Fitness Park-Quincy Hill	\$ 50,000.00	\$ 35,346.15	\$ (14,653.85)
General Administration	\$ 149,000.00	\$ 56,304.51	\$ (92,695.49)
* ADA Enhancements - City Park Playground	\$ -	\$ 31,000.00	\$ 31,000.00
Totals	\$ 352,500.00	\$ 352,500.00	\$ -

Notes:

Please see additional notes on the next page.

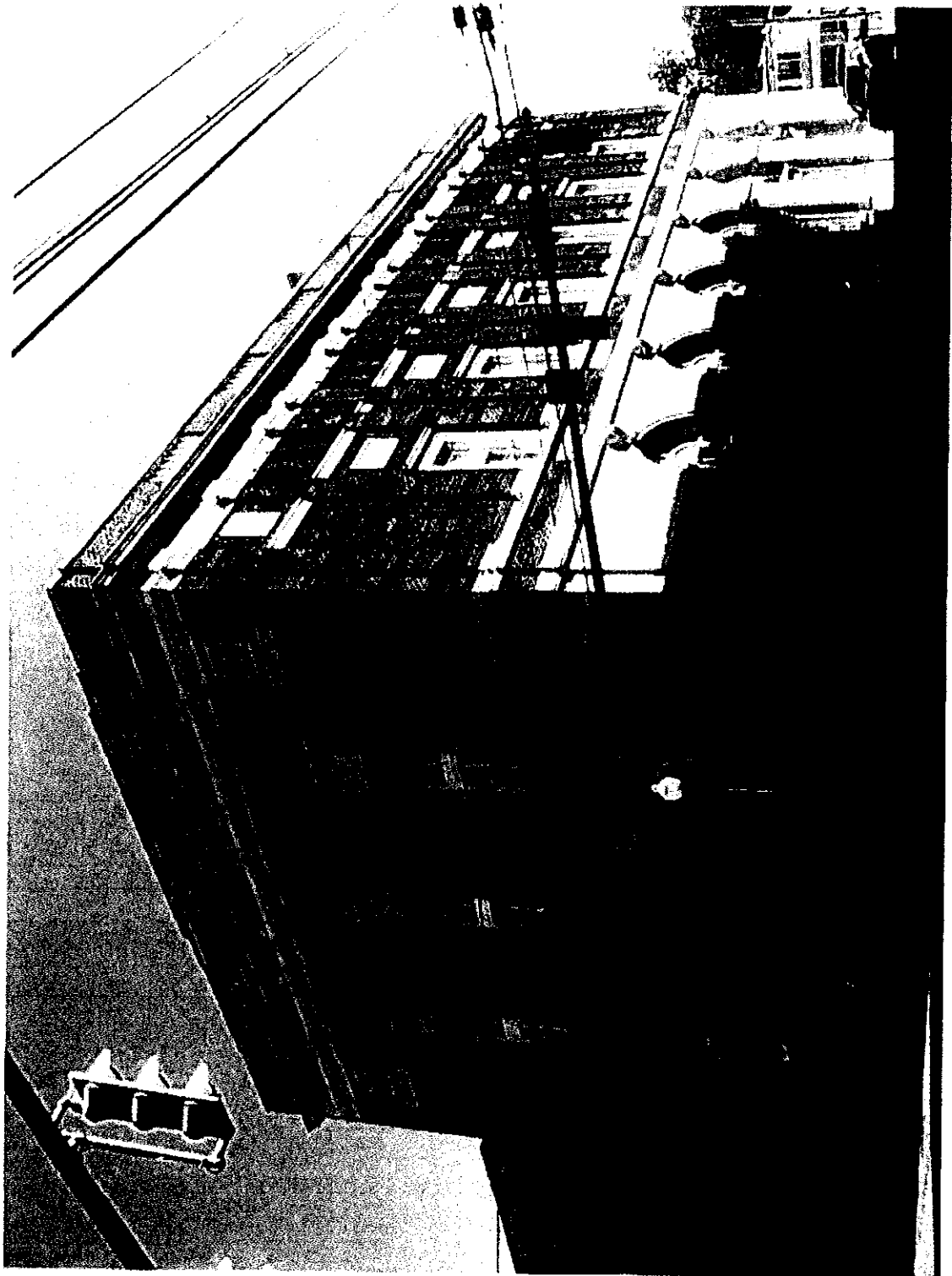
Sponsored by: Parkersburg City Council - Finance Committee

Proposed CDBG Budget Revision

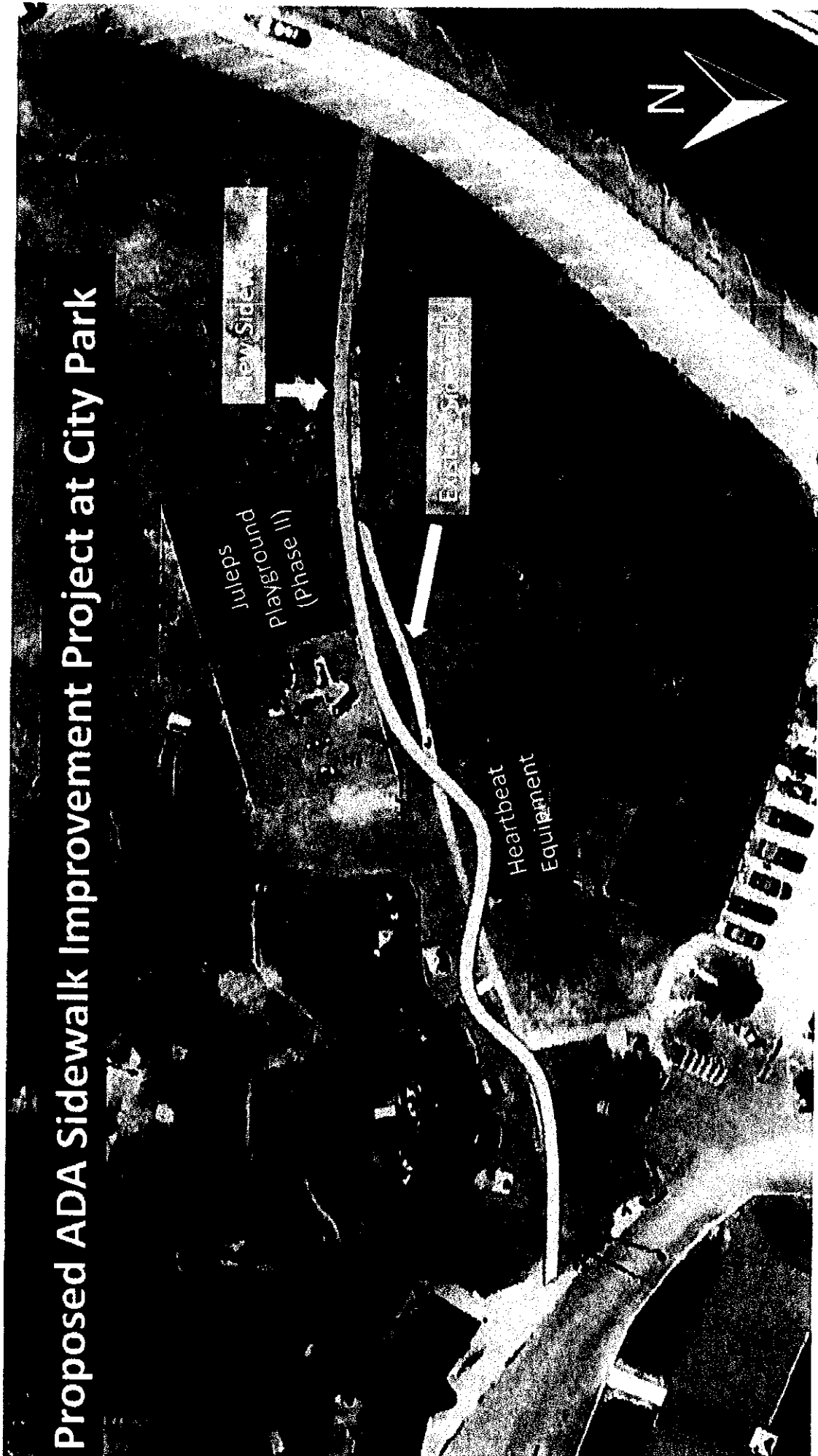
The proposed substantial amendment (budget revision) attached hereto is being submitted to Parkersburg City Council for consideration to accomplish the following project priorities:

1. Establish a new activity to assist with the development of a new Children's Museum at 900 Market Street (Masonic Building) in Downtown Parkersburg. Funds would be utilized to make sidewalk repairs and ADA improvements along 9th and Market Streets. The project would be funded through two program years (2017 and 2018) for a total estimated cost of \$100,000. Total initial private sector investment is over \$2 million.
2. Establish a new activity for the Market Streetscape Enhancement Project. Given the potential scope of work, preliminary estimates for the project on Market Street (between 9th and 13th Street) is \$2.5 million. While Parkersburg City Council allocated \$144,609.31 in CDBG funds for the project in Program Year 2019, additional funds are needed to move the project forward. Total funds to be reallocated (in previous program years) is \$170,044.54. If approved, total funds available for the streetscape project would be \$314,653.85.
3. Establish a new activity to construct a new ADA accessible sidewalk in City Park, between the Pavilion and the westerly most interior roadway adjacent to Park Avenue. The existing sidewalk has deteriorated and does not effectively connect to the existing playground equipment. Furthermore, the new sidewalk would connect the existing playground area to the new \$200,000 boundless playground (Juleps Playground Phase II) under construction. See attached map/proposed layout.
4. Closeout completed projects that had a fund balance and account for small expenditures in individual line items related to Section 108 Payments/Fees for Riverfront Park and Fire Station #2.

To setup the above mentioned projects, funds from previously approved activities would have to be reallocated. Note, the proposed reduction in funds would not adversely impact the Development Department's ability to administer the CDBG program and related activities.



Proposed ADA Sidewalk Improvement Project at City Park



Parkersburg/Wood County HOME Consortium Budget Revision

Be it resolved by the City Council of the City of Parkersburg that the City of Parkersburg's HOME Investment Partnership Program Annual Action Plan and Budget be hereby amended as follows:

2015 HOME Adjustment of Funds

Activity	Current Budget	Proposed Budget	Change
* Parkersburg Elderly Housing	\$ 82,580.06	\$ -	\$ (82,580.06)
Multi Down Payment Assistance Program	\$ -	\$ 82,580.06	\$ 82,580.06
* Additional Program Income	\$ 154,434.74	\$ -	\$ (154,434.74)
Multi Owner Occupied Rehab	\$ 41,190.00	\$ 156,602.39	\$ 115,412.39
1052 General Admin	\$ -	\$ 26,102.07	\$ 26,102.07
* New Construction	\$ -	\$ 12,920.28	\$ 12,920.28
Totals	\$ 278,204.80	\$ 278,204.80	\$ 0.00

2016 HOME Adjustment of Funds

Activity	Current Budget	Proposed Budget	Change
* Additional Program Income	\$ 85,544.15	\$ -	\$ (85,544.15)
* Parkersburg Elderly Housing	\$ 15,803.19	\$ -	\$ (15,803.19)
DPAP	\$ 38,018.06	\$ 58,606.69	\$ 20,588.63
* CHDO Adjustment for IDIS Cmt %	\$ 85,000.00	\$ 121,518.25	\$ 36,518.25
* Additional Program Income to Move to 2017	\$ -	\$ 44,240.46	\$ 44,240.46
Totals	\$ 224,365.40	\$ 224,365.40	\$ -

2017 HOME Adjustment of Funds

Activity	Current Budget	Proposed Budget	Change
* CHDO Adjustment for IDIS Cmt %	\$ 85,000.00	\$ 36,376.50	\$ (48,623.50)
* Additional Program Income to Move to 2018	\$ 140,109.49	\$ 188,732.99	\$ 48,623.50
Totals	\$ 225,109.49	\$ 225,109.49	\$ -

2018 HOME Adjustment of Funds

Activity	Current Budget	Proposed Budget	Change
* CHDO Adjustment for IDIS Cmt %	\$ 44,095.00	\$ 56,200.25	\$ 12,105.25
* New Construction	\$ 430,546.00	\$ 410,362.76	\$ (20,183.24)
* Shortage of Program Income	\$ (8,077.99)	\$ -	\$ 8,077.99
Totals	\$ 466,563.01	\$ 466,563.01	\$ 0.00

2019 HOME Adjustment of Funds

Activity	Current Budget	Proposed Budget	Change
* Shortage of Program Income	\$ (30,535.33)	\$ -	\$ 30,535.33
* Community Based Development Organization	\$ 300,000.00	\$ 269,464.67	\$ (30,535.33)
Totals	\$ 269,464.67	\$ 269,464.67	\$ -

Proposed HOME Budget Revision

The Parkersburg-Wood County HOME Consortium is comprised of the following units of local government: Parkersburg, Vienna, Williamstown and Wood County. The Consortium is administered by the City of Parkersburg's Development Department.

Each year, the Consortium is allocated a certain amount of funds from HUD. The Consortium also collects Program Income (PI) throughout the year when previous HOME loans are paid off. While the Consortium has 4 years to spend down its annual allocation and PI for a particular program year, PI must be drawn down first in accordance with HUD CPD Notice 97-09 and 24 CFR 92.50 (a).


Since 2016, the Consortium has \$200,000 in PI (on average) from loan payoffs. To account for this PI and ensure there is no shortfall in 2020, the proposed substantial amendment (budget revision) attached hereto is being submitted to Parkersburg City Council for consideration. If approved, the revision would accomplish the following project priorities:

1. Create two new activities in Program Year 2015. They include the Down Payment Assistance Program and New Construction. Since there are several projects in the pipeline, staff desires to utilize these funds first.

The Down Payment Assistance Program has been utilized very well in the past two years and staff intend to work with Urban Renewal and other stakeholders to help facilitate the development of new affordable housing units in the community. There has also been an increased interest in the Owner Occupied Rehabilitation Loan Program. As such, staff desires to increase the amount of funds available in 2015 for upcoming projects.

2. In accordance with HUD regulations, the Consortium must allocate at least fifteen (15) percent of its funds (on an annual basis) to Certified Development Housing Organizations (CHDO). The Consortium's CHDO is Habitat for Humanity of the Mid-Ohio Valley. To ensure this requirement is met for program years 2016, 2017 and 2018, staff proposes to reallocate funds. While some years may increase or decrease, the total amount of funds available (\$85,000) will not change, because projects can be funded over multiple program years. On average, the Consortium allocates \$85,000 to Habitat to construct new, affordable single-family housing units per year.
3. Account for a shortage of Program Income. In program years 2018 and 2019, PI came in less than originally projected. To account for this change, funding for two programs must be decreased. This will have no adverse impact on any of the proposed programs or the Development Department's ability to administer the HOME Program. Projections are made each year based on historical figures.

AN ORDINANCE AUTHORIZING THE
FINANCE DIRECTOR TO CONDUCT
AN ONLINE PUBLIC AUCTION



BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that the Finance Director of the City of Parkersburg is hereby authorized to conduct an online public auction sale of personal property belonging to the City of Parkersburg, in accordance with and pursuant to Article 135.08 of the Codified Ordinances of the City of Parkersburg, for 2019.

Sponsored by Councilmen Reed, McCrady and Stanley

AUCTION LIST 2019

1979 FABTEK MAN LIFT

1991 GMC TOPKICK DUMP TRUCK

1998 HOMESTEADER 6X8 ENCLOSED TRAILER

SNO WAY PLOW WITH LIGHTS 49"

(2) SNO WAY PLOWS NO LIGHTS 36"

1992 CROSLEY RECYCLE TRAILER

1999 GMC PICKUP

(4) 2008 FORD CROWN VIC

1990 R2 RECYCLE TRAILER – NO BINS

(3) 2010 DODGE CHARGER

2009 CHEVY IMPALA

TOSHIBA COPIER

**AN ORDINANCE VACATING REMAINING UTILITY RIGHT-OF-WAY ON
PARKERSBURG CITY TAX MAP 40, PARCEL 235.**

The Municipal Planning Commission of the City of Parkersburg has recommended that the remaining utility Right-of-Way be released;

WHEREAS, the City believes it proper to do so and,

WHEREAS, the City abandoned this portion of a public Right-of-Way, currently designated as Tax Map 40, Parcel 235, and located to the rear of 1514 30th Street, per City Ordinance #O-686 on February 23rd, 1993 but retained a utility Right-of-Way.

WHEREAS, there are presently no existing utilities over or upon the subject property and,

WHEREAS, the Parkersburg Utility Board and Public Works Departments do not object to the City releasing its permanent easement for the purpose of ingress and egress, over, along, and under said parcel for the installation, maintenance, location, and removal of all public utilities of any kind,

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF
PARKERSBURG HEREBY ORDAINS** that the utility Right-of-Way retained by the City within the abandoned alleyway, be released.

SPONSORED BY: MUNICIPAL PLANNING COMMISSION



Municipal Planning Commission Staff Report

Municipal Building | City Council Chambers | October 18, 2019 at 12:30pm

Planning Commission

President

Charlie Matthews

Vice-President

Eric Gumm

Council

Representative

Dave McCrady

Members

- Sean Andrews
- Francis Angelos
- Sherry Dugan
- Tom Evans
- Sean Francisco
- James Greene II
- Luke Peters
- Seldon Wigal
- Rickie Yeager

PROJECT: Petition to release the utility easement held by the City of Parkersburg on a previously vacated alley (per City Council Ordinance #0-686), Tax Map 40, Parcel 235.

LOCATION: 30th Street

APPLICANT: Brent Steele

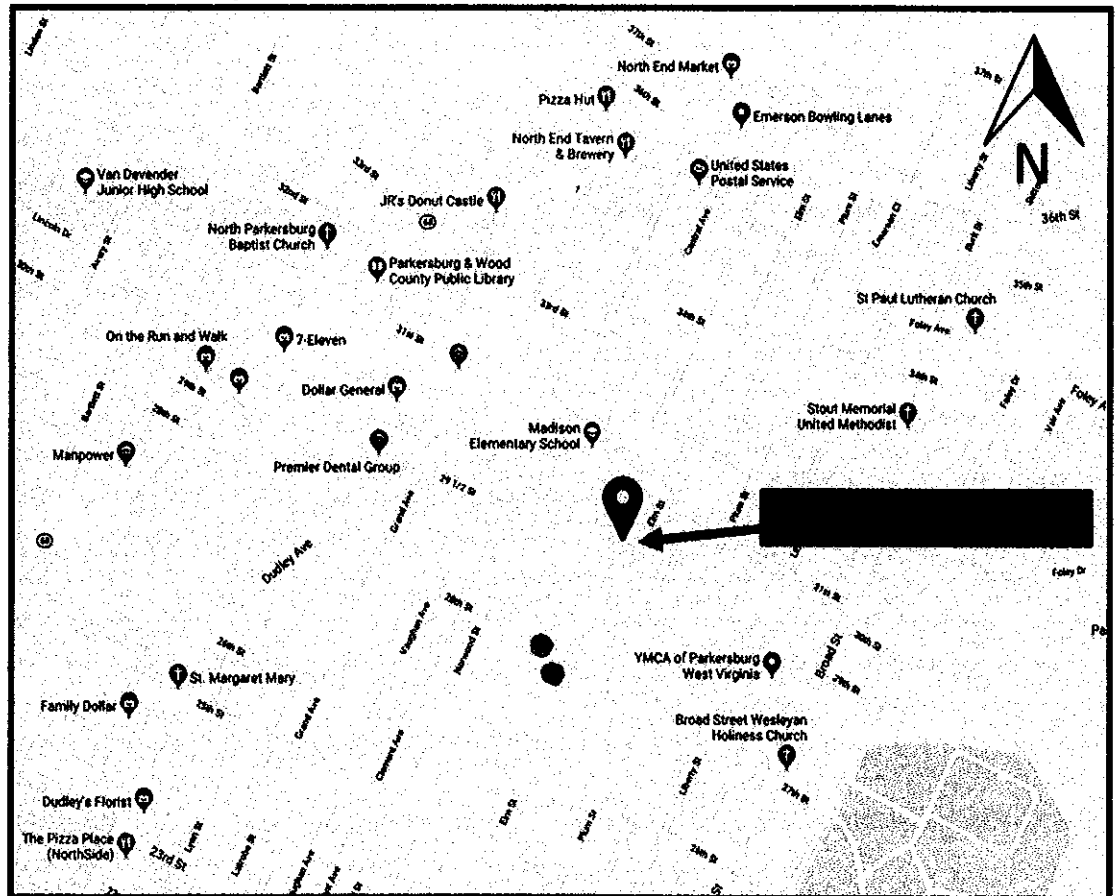
PROJECT DESCRIPTION

Applicant wishes to build on parcel 235, which is behind his house on parcel 79. However, with the City's utility easement in place, the applicant is unable to build on that parcel.

ANALYSIS

This parcel is a previous City right-of-way that was vacated by Ordinance #O-686 on February 23rd, 1993 but retained a utility right-of-way. There are currently no utility lines that run through the parcel. Therefore, the City does not have need of this utility easement.

Location Map



Map obtained from Google Maps

**ORDINANCE ENACTING A CITY-WIDE REAL PROPERTY IMPROVEMENT TAX REBATE PROGRAM
FOR THE CONSTRUCTION AND REHABILITATION/REMODELING OF RESIDENTIAL,
COMMERCIAL AND INDUSTRIAL PROPERTY IN THE CITY OF PARKERSBURG**

WHEREAS, the City of Parkersburg is the major population and employment center in the Mid-Ohio Valley, and

WHEREAS, the City is committed to providing area residents with the best quality of life; and

WHEREAS, this commitment includes making sure local residents have access to employment opportunities, decent and affordable housing and a diversified housing stock; and

WHEREAS, more than 64 percent of the City's housing units were built prior to 1960; and

WHEREAS, the City of Parkersburg recognizes that its median home value is 63 percent lower than the national average (2010 US Census) making it difficult to encourage new construction and/or reinvestment by property owners; and

WHEREAS, the City of Parkersburg desires to pursue all reasonable and legitimate incentive measures to assist with and encourage development throughout the City; and

WHEREAS, one mechanism to encourage development, is the establishment of a Real Property Tax Rebate Program for the construction, rehabilitation and/or remodeling of residential housing units, commercial structures or industrial buildings; and

WHEREAS, similar programs have been enacted in Cities across the United State to spur new construction and reinvestment; and

WHEREAS, the City of Parkersburg desires to enact such a program city-wide to encourage economic growth, as well as greater access to decent, affordable and diversified housing; and

WHEREAS, the Tax Rebate Program will create a regulatory environment that encourages young professionals, families, senior citizens and private developers alike to reinvest in the community; and

WHEREAS, property owners that utilize this program will be required to keep their properties in good condition/standing for the duration of their agreement with the City of Parkersburg; and

NOW THEREFORE, BE IT ORDAINED that the Council of the City of Parkersburg does hereby enact the following Real Property Improvement Tax Rebate Program.

I. Real Property Tax Rebate Eligibility, Terms and Conditions:

- a. The owner of any real property in the corporation limits of the City of Parkersburg may file an application with the City of Parkersburg's Finance Department to rebate said taxes for a period of 15 years for 100 percent of the increase in assessed taxes attributable to the new construction and/or rehabilitation/remodeling of residential, commercial and industrial structures. More particularly;
 - i. All new construction of single-family, detached homes, multi-family investor owned properties, commercial structures and industrial buildings shall be eligible.
 - ii. The rehabilitation of an existing single-family, detached home, where the minimum cost of improvement equals or exceeds \$25,000 in private capital investment shall be eligible, provided that upon completion the structure is compliant with all applicable building codes.
 - iii. The rehabilitation of existing multi-family structures where the minimum cost improvement meets or exceeds \$15,000 per dwelling unit shall be eligible, provided that upon completion the structures are compliant with all applicable building codes.
 - iv. The rehabilitation of existing commercial structures and industrial buildings, where the minimum cost improvement equals or exceeds \$50,000 in private capital investment shall be eligible, provided that upon completion the structures are compliant with all applicable building codes.

- b. The City's Development Department, in coordination with the Finance Department and Public Works Department – Code Enforcement Division shall make annual inspections (physical or desk monitoring) of the properties for which a rebate has been granted under this ordinance to assess and determine if the building meets all code related requirements. The terms of said rebate may be terminated if one or both of the following occur:
 - i. Upon inspection the property is found to not be in compliance with applicable zoning, building or property maintenance codes.

- ii. The property owner is no longer in good standing with the City of Parkersburg with respect to City taxes and fees, or liens and/or judgements filed by the City or Parkersburg.
- c. Upon receiving a code violation report or notice of failure to maintain good standing from the City of Parkersburg, the property owner shall have thirty days to address the issue and/or make suitable arrangements with the City to come into compliance. Failure to respond and/or take action will result in the termination of the tax rebate program for that particular property and immediate demand for repayment of previously rebated funds in accordance with said agreement. Furthermore, it will disqualify said owner from applying for additional real property tax rebates in the future and taxes rebated.
- d. All applicants must be in good standing with the City of Parkersburg on the properties they own.

II. Administration of the Real Property Tax Rebate Program

The Real Property Tax Rebate Program shall be administered through the City's Finance Department, in conjunction with the Development Department. The Development Department shall serve as the repository for data collection and record retention, as well as the first point of contact for the program.

III. The program shall be effective upon passage and shall not be retroactive in its application.

AN ORDINANCE ESTABLISHING RATES
FOR THE CITY OF PARKERSBURG
ICE SKATING RINK

Whereas the City of Parkersburg, with the financial assistance of the Ross Foundation, is in the process of obtaining and setting up an ice skating rink;

Whereas the ice skating rink will be located indoors at the City Park Pavilion; and

Whereas it is anticipated that the ice skating rink will be up and ready for use in late December 2019 or early January of 2020.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PARKERSBURG that effective with the passage of this Ordinance that the rates for the use of the City Park Pavilion Ice Skating Rink shall be as follows:

City Park Pavilion Ice Skating Rink:

Admission for skaters: \$2.00 per individual.

Skate rental (1 hour time limit): \$4.00 per individual.

After hours private rental of rink, exclusive of any skate rentals: \$35.00 per hour.

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