

CLARKSBURG MUNICIPAL BUILDING COMMISSION
September 9, 2014

The Clarksburg Municipal Building Commission met on Tuesday, September 9, 2014 at 9:30 a.m. in the City Manager's Conference Room, 2nd Floor of the Clarksburg Municipal Building, 222 West Main Street, Clarksburg.

Members Present: William Lopez
 Todd LaNeve
 Hilarion "Larry" Cann

Member(s) Absent: Larry Mazza

Note: One (1) vacancy currently exists

Also Present: Martin Howe, City Manager
 Frank Ferrari, Finance Director
 Ms. Paula Moeller, USDA Representative
 Annette Wright, City Clerk

The meeting was called to order by Chairman William Lopez with roll taken by the City Clerk upon arrival.

MOTION by Mr. Cann, **SECONDED** by Mr. LaNeve for approval of the minutes of the meeting of March 10, 2014. **MOTION APPROVED UNANIMOUSLY.**

CONSIDERATION OF APPROVAL OF PURCHASE OF A USED STREET SWEEPER TO BE PAID FROM PROCEEDS OF THE COMMISSION LOAN WITH MVB BANK

Mr. Howe informed that the Commission was being asked to purchase a 2012 street sweeper, with 1,300 hours/17,000 miles, which is similar to the 2004 model currently owned by the City. Mr. Howe apprised that the City has been leasing the sweeper and that a credit of \$13,600 would be given to the City toward the purchase of said sweeper; purchase price of \$185,000 less credit would result in \$171,400 for said sweeper. Mr. Howe noted a savings due to the budgeted amount of \$231,000 for said equipment. Mr. Cann inquired if the same had to be bid with Mr. Ferrari referencing the City's bidding ordinance commenting that it was not necessary as such equipment was used. Mr. Ferrari added that said equipment appraised for more than the purchase price and that the warranty therefor is the same as when the equipment was new. Brief discussion was held as to who would own the equipment, i.e., the City or the Municipal Building Commission with Mr. Ferrari advising that the administration would look into this.

MOTION by Mr. Cann, **SECONDED** by Mr. LaNeve to approve the purchase of the used street sweeper in the amount of \$171,400 from West Virginia Tractor contingent upon the determination of who the equipment would be titled to and confirmation that no bidding requirement was necessary therefor. **MOTION APPROVED UNANIMOUSLY.**

CONSIDERATION OF APPROVAL OF LOAN APPLICATION WITH THE UNITED STATES DEPARTMENT OF AGRICULTURE, COMMUNITY FACILITIES LOAN PROGRAM, FOR PURCHASE AND RENOVATIONS OF THE ROBINSON GRAND THEATER

Mr. Howe apprised the Commission that the City purchased the Robin Grand Theater in the spring and that architect renderings are being done thereon. Mr. Howe informed that the Commission is being asked to authorize the submission of a \$9 million loan application with the USDA. Ms. Moeller with USDA explained that the funding would be a direct loan from the government. Mr. LaNeve inquired as to why the City/Commission would want to own the run-down theater, what was going to be done with it and why the \$9 million loan amount with Mr. Howe pointing out that the Commission was not being asked to authorize the project today but rather to authorize the filing of the application with the USDA to see if the loan would be approved. Mr. Howe stated that the theater would be converted into a multi-use theater for the arts. Mr. Ferrari confirmed that the City paid \$397,000 for said theater with Ms. Moeller informing that should the loan close; the purchase price paid by the City could be reimbursed from the loan proceeds and placed back into the Rainy Day Fund. Mr. Ferrari advised that he is in the process of preparing a financial forecast of the city's finances for consideration of the USDA loan. Mr. Howe pointed out that Council would have to approve the funding as the guarantor with Mr. Ferrari informing of the need to retain bond counsel. Regarding said project, Mr. Howe stated that Phase I thereof would not be reimbursed to the City. Ms. Moeller apprised that the loan rate would be 4% with the interest rate issued quarterly and Mr. Ferrari advising of the 35 year term therefor. Mr. Howe confirmed that the Commission would have an in-depth review of the project, as well as public hearings would be held concerning the same.

Concluding discussion, **MOTION** by Mr. Cann, **SECONDED** by Mr. LaNeve to authorize Mr. Ferrari to proceed with the loan application and to authorize the Chairman of the Commission to sign said application contingent upon City Council approving the same. **MOTION APPROVED UNANIMOUSLY.**

The Commission was in agreement to meet on September 26th or September 29th at 9:30 a.m. with the members to let the secretary know their availability on said date(s).

There being no further business to come before the Commission, **MOTION** by Mr. Cann, **SECONDED** by Mr. LaNeve for adjournment. **MOTION APPROVED UNANIMOUSLY.**


 ANNETTE WRIGHT, CITY CLERK


 CHAIRMAN (or) VICE CHAIRMAN
 September 29, 2014
 APPROVED