

City of Vienna

**Budget and Finance Meeting
Council Chambers
609 29th Street, Vienna, WV 26105
December 5, 2023
8:30 AM**

Unfinished Business – Ongoing:

None.

Unfinished Business – CDBG:

None.

New Business – CDBG:

None.

Unfinished Business – Capital Projects:

None.

New Business:

- Bid Recommendation – Financing of a 2023 Hino XL8 Truck for the Street Department
- Bid Recommendation – Financing of 2 - 2023 Trucks for the Street and Parks Department
- Grant Acceptance – \$15,000 for Tree Inventory
- Discussion – Electronic Sign

Next Regular Budget and Finance Meeting Date:

January 2, 2024 at 8:30 AM

Memo

To: Mayor & Council

From: Amy Roberts

Date: 11/28/2023

Re: Bid Recommendation

Sealed bids for the financing of a 2023 Hino XL8 truck for the Street Department were opened on November 28, 2023, at 10:00 am with the following results:

	<u>Rate</u>	<u>Total Cost</u>
United Bank	3yr – 5.05%	\$173,725.92
	4yr – 5.24%	\$178,692.96
Country Roads Leasing	3yr – 4.15%	\$172,459.44
	4yr – 4.25%	\$176,329.44
Community Bank	3yr – 6.99%	\$179,510.80
	4yr – 6.99%	\$185,602.72
Wesbanco	3yr – 6.23%	\$177,048.00
	4yr – 6.33%	\$182,832.00

After careful review of the bid proposals, the recommendation for Council approval from the Budget & Finance Committee for the financing of a 2023 Hino XL truck is:

Country Roads Leasing	3yr – 4.15%	\$172,459.44
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Funding the project: Funding for this project is budgeted in the City’s General Fund 01-01-570-59.

Memo

To: Mayor & Council

From: Amy Roberts

Date: 11/28/2023

Re: Bid Recommendation

Sealed bids for the financing of 2 - 2023 trucks for the Street and Parks Department were opened on November 28, 2023, at 10:00 am with the following results:

	<u>Rate</u>	<u>Total Cost</u>
United Bank	3yr – 5.05%	\$215,040.96
	4yr – 5.24%	\$221,189.28
Country Roads Leasing	3yr – 4.15%	\$212,580.36
	4yr – 4.25%	\$217,350.72
Community Bank	3yr – 6.99%	\$222,121.16
	4yr – 6.99%	\$229,620.16
Wesbanco	3yr – 6.23%	\$219,132.00
	4yr – 6.33%	\$226,320.00

After careful review of the bid proposals, the recommendation for Council approval from the Budget & Finance Committee for the financing of 2 - 2023 Ford trucks is:

Country Roads Leasing	3yr – 4.15%	\$212,580.36
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Funding the project: Funding for this project is budgeted in the City’s General Fund 01-540-40-19 and 01-570-59.



West Virginia
Division of Forestry
#7 Players Club Drive
Charleston, West Virginia 25311
Phone: (304)-558-2788

Jeremy Jones
Director/State Forester

November 15, 2024

Jack Mathers
Vienna Tree Board
609 29th Street
Vienna, WV 26105

Dear Jack:

Please find the enclosed agreement for a 2023 Demonstration City Grant for Vienna in the amount of \$15,000.00. All forms need to be signed and completed at the red "X's" by the Mayor. This grant will require an additional documentation of \$15,000.00 in matching funds. All reimbursable grant expenditures and matching funds should closely follow the project described in your 2023 Demonstration City Grant application. All grant invoices and matching expenditures must occur after the date this agreement is finalized and prior to June 30, 2024.

Also enclosed are three separate USDA forms that will need to be completed at the red "X's" and returned along with the signed agreement. Please return the signed agreement and federal forms to the address below as soon as possible. The In-kind Match Report forms are for you to record all activities and expenses occurring during the implementation of this grant. They will be submitted upon project completion to document the matching share. Please address all correspondence to:

WV Division of Forestry
Bob Hannah
P.O. Box 40
Farmington, WV 26571

I look forward to a successful project in your community. Please call me if you have any questions concerning the grant project, matching requirements or reimbursement process. Your project may begin upon the receipt of a finalized agreement from our Charleston Office.

Sincerely,

Robert Hannah
Urban Forestry Coordinator

Enclosures