



CITY OF CHARLESTON West Virginia

Council Member – AT LARGE



Jennifer Pharr
PO BOX 1171 Charleston, WV 25324
Telephone: 304-615-7574
jennifer.pharr@cityofcharleston.org

Facilities Committee, Chair
Urban Renewal Committee
Planning, Streets and Traffic Committee

TO: Facilities Committee
FROM: Jennifer Pharr, Chair
RE: Committee Meeting

There will be a Committee meeting of Facilities on **October 21, 2019 – 5:00 PM**
in the A/V Conference Room, City Hall, Room 308.

The agenda will be as follows:

APPROVAL OF PREVIOUS MINUTES

1. 9/16/2019

UPDATE ON BASKETBALL TOURNAMENT 10/13/2019

UPCOMING TOURNAMENT - May 2-3, 2019 at Coliseum & Convention Center

SAMANTHA CARNEY - Shawnee Soccer Complex Presentation About Their Operation

***Meetings may be recorded and broadcast via internet <https://charlestonwv.civicclerk.com>**

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MINUTES

FACILITIES COMMITTEE MEETING

5:00 P. M., SEPTEMBER 16, 2019

A/V CONFERENCE ROOM

Jennifer Pharr, Chairperson, called the meeting of the Charleston City Council Committee on Facilities to order at 5:00p.m., SEPTEMBER 16, 2019, in the Audio/Visual Room in City Hall.

Committee Members Present:

Jennifer Pharr, Chair
Ben Adams
Brady Campbell
Shannon Snodgrass

The Chairperson called the meeting to order.

1. Approval of Previous Minutes – Councilmember Campbell moved to approve the minutes of the previous meeting on 5-20-2019. There was no objection and the minutes were approved.

2. WV State Arts Office – Grant Opportunities/Application Process – Councilmember Pharr introduced Jenna Green who is the Cultural Facilities and Accessibility Coordinator. Green explained the Cultural Facilities and Capital Resource Grant, stating that it is a matching grant program for facilities that are used for arts/history. Examples would be a seat replacement project and construction/new building renovations. The Committee members received an example of an approved grant application to review. The applications are reviewed and scored by a panel of building experts. Based on the amount of funding available, the applications are usually funded from the top scoring down. An additional option is a Phase Project, where a project is funded over a 3-year period. These funds are awarded on July 1. An additional program is the Fast Track Program, which can be used for emergency repairs and ADA facility upgrades. It is a matching program with a \$10,000 cap that can be applied for at any time.

Councilmember Campbell asked for tips on high scoring applications. The Committee Chair has previously sat on a scoring panel. The application also has an explanation of the scoring categories. Councilmember Snodgrass asked if the City has ever applied to any of these grants. Green replied the City has not as far as she could find. From the audience, Councilmember Bays asked if there was a wait period for additional applications. Green answered that if the grant is under \$100,000, there is no waiting

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period. Otherwise, depending on how much over \$100,00 the grant is for, the maximum wait time is 2 years. Councilmember Adams confirmed that the cap for the Phase Project is \$750,000 over the 3 years. Councilmember Adams asked how many applications they receive. Green answered that last year they received about 20 with 8 being funded.

3. Discussion of Convention Center and Municipal Auditorium Tour

The Committee agreed that the tours were immensely helpful. Councilmember Snodgrass stated that the Municipal Auditorium is in desperate need of repairs/upgrades. Councilmember Pharr suggested they might want to conduct a feasibility study of how the facility could best be used given its historical restrictions. Mayor Goodwin stated that there is a report that the Administration can share with the Committee. Councilmember Pharr stated that she thought the Committee should tour Cato Park. Councilmember Snodgrass suggested that they request a list from the Administration of properties they would like the Committee to examine. Councilmember Campbell suggested that the Committee have a standing meeting to visit one of these properties.

Councilmember Snodgrass motioned to adjourn the meeting. Councilmember Campbell seconded.

Meeting adjourned.

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