



CITY OF CHARLESTON West Virginia



Council Member – 12th WARD

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Finance Committee, Chair
Parking Committee, Chair
Public Safety Committee

AGENDA

FINANCE COMMITTEE MEETING

UNTIL FURTHER NOTICE, MEETINGS WILL BE MADE AVAILABLE TO THE PUBLIC VIA ZOOM AND CIVICCLERK

Monday, May 4, 2020

6:30 PM

*Join via internet: <https://us02web.zoom.us/j/93132333688?pwd=VnpqZGNiMUxWYW1RQlICYnRCbXA0dz09>

Password: 054018

*Join via Telephone: (312) 626-6799 or (929) 436-2866

Webinar ID: 931 3233 3688

*Join via CivicClerk: <https://charlestonwv.civicclerk.com>

I. DISCUSSION:

- a. Approval of Previous Minutes 4-20-2020.

II. RESOLUTIONS:

- a. Resolution No. 327-20 – Authorizing the City of Charleston to amend its Citizen Participation Plan for the City's CDBG and HOME Programs.
- b. Resolution No. 328-20 - Authorizing the Mayor or City Manager to submit an application to the US Department of Justice, Office of Justice Programs under the Coronavirus Emergency Supplemental Funding Program and administer the awarded funds.
- c. Resolution No. 329-20 - Budget Amendment No. 9.
- d. Resolution No. 330-20 - Conveyance of Property Situated at 739 Central Avenue.
- e. Resolution No. 331-20 - Authorizing the Mayor or City Manager to submit an application to the FEMA Assistance to Firefighter Grant Program – COVID-19 Supplemental.

***THE AGENDA WAS AMENDED 3-29-2020**

MINUTES
FINANCE COMMITTEE MEETING
6:30 P.M., APRIL 20, 2020
A/V CONFERENCE ROOM*

Joseph Jenkins, Chairperson, called the meeting of the Charleston City Council Committee on Finance to order at 6:30 p.m., April 20, 2020, in the Audio/Visual Room in City Hall*.

A silent roll was taken by the Clerk and a quorum was established. The following committee members were present:

Joseph Jenkins, Chair
Bobby Reishman, Vice Chair
Brent Burton
Mary Beth Hoover
Shannon Snodgrass
Keeley Steele

*In response to the COVID-19 pandemic, the meeting of the Finance Committee was conducted electronically. The meeting was made available to the public as a live stream via Zoom and CivicClerk (per the agenda).

I. DISCUSSION:

a. Approval of Previous Minutes - Councilmember Reishman asked for unanimous consent to dispense with the reading of the minutes for the April 4, 2020 meeting and that they be approved as distributed. There was no objection and the minutes were approved.

b. Administration Update – City Manager, Jonathan Storage, stated that the City of Charleston is not immune from the financial fallout that the Coronavirus has caused across this state, country, and the world. At its core, municipal governments are tasked with providing the essential services that keep society safe and healthy: things like police and fire protection, EMS assistance and transport, refuse pickup, and street maintenance are just a few of the critical services our public servants tirelessly provide to our citizens every day. However, these services are not free, and the City relies upon critical revenue streams to provide them. Nearly half of the City's revenue comes from B&O taxes. Yet, we are now operating in a bizarre and uncertain time when the majority of our businesses – both big and small – are closed up to ensure public health.

The Administration knows that everyone has done their part to keep us safe. Recognizing the financial struggle affecting our businesses, the Administration previously announced that it was waiving all penalties for late B&O tax filings so long as filings are received by June 1st. As evidenced by Bill No. 7870, which will be considered by this Committee momentarily, both the Administration and Council Leadership support a plan to further extend relief in the form of interest waivers to businesses satisfying certain criteria outlined in the bill.

As far as the City's finances go, the Administration has been examining its finances in very close detail. From week-to-week, we have compared our revenue to previous years during the same time. Instead of receiving revenue in a steady stream, the City receives different types of revenue at different times; for instance, B&O is received in quarterly installments. Thus, we have to make a best guess on how the economy will impact revenue collections several months in the future. We have reviewed both state and national financial models and data in making our assessments. Of course, this assessment is a snapshot in time and changes daily.

Storage continued that the first 2 weeks of April B&O collections 2020 is 70% lower than the same period last year. The City Service Fee should be steady as most layoffs did not occur until the very end of the quarter. The Bureau of Labor Statistics data shows statewide job loss was 12,500 in March, which generally equates to about 1.7% of the City's workforce (790 individuals) and even if unemployed the entire month, that would equate to less than \$10k decline in expected revenue. Since a large portion of the City's workforce is Government based, that effect will likely be even lower. July's service fee collections, however, will be greatly impacted by layoffs as they have been much more widespread starting in April. Using the unemployment claims reported by the Governor, it is expected that up to 8,500 individuals will be unemployed that were previously in the City's workforce. That would mean a potential loss of about 17% or \$350k short in the July collections. With a significant portion of Charleston's employers being government employers, the true impact could be less. Property

Tax collections in March were 30% under the estimate. That brought the YTD surplus of \$262k at the end of February to a YTD deficit of (\$108k) at the end of March. According to county staff, April collections are also trending under prior year by 30%. If that trend continues expected year end shortfall would be around (\$475k). Municipal Sales Tax receipts from the State Tax Department representing Dec. Jan. and Feb. was \$3.89m, which is about (1.7%) or (\$67k) under the same period last FY. The business activity period ended February 29, 2020, so this was likely normal economic factors, not COVID related. Collections have been enough to cover the Charleston Coliseum and Convention Center debt service and uniformed pension obligations. Future receipts of sales tax revenue, however, are expected to be significantly diminished in the coming months.

The Administration has significantly reduced non-essential spending to facilitate cash-on-hand. Additionally, the Administration had delayed making large transfers to special accounts: these include funds recently appropriated from the unassigned fund balance and the water settlement. However, there is some expenses that remain necessary. As of today, direct expenses related to addressing COVID-19 is approximately \$75,000. These costs represent necessary medical supplies and Personal Protective Equipment, such as masks, gloves, hand sanitizer, etc. Each biweekly payroll costs \$1.35 million. Payroll expenses have been reduced by about \$100,000 per pay period because of lowered overtime need (cancelled special events, etc.). Average weekly healthcare expenses are \$325K, but this figure should decrease in coming weeks as claims billings reflect the rescheduling of elective procedures and other medical appointments.

Looking at all revenue sources across the board, we are currently estimating an end of fiscal year revenue shortfall of approximately \$2 million. Come July when the City collects revenue from 2nd Quarter, the Administration expects a 2nd Quarter revenue shortfall of \$3.5 million. The City's Rainy Day Fund balance is \$4.3 million. Likely, the Administration will need to request appropriations out of the Rainy Day Fund starting in July. This singular source of savings, though, will likely not be sufficient to carry the City through this health and economic crisis. Other special funds bearing sizable balances may need to be tapped to carry us through the crisis.

The Administration has been closely following national relief legislation relating to this pandemic. The City has been working through the WV Municipal League, the National League of Cities, the U.S. Conference of Mayors, State leaders, and our congressional representatives to request that Congress consider State and municipal governments in future relief legislation. While West Virginia has been allocated \$1.25 billion in CARES Act money, those funds are restricted in use. Those funds may not be used to backfill municipal budgets that have suffered extreme revenue losses directly linked to COVID-19. Discussions have begun in Washington to address this, and the Administration will continue to follow the issue.

The Administration would also like to take a quick moment to discuss the concept of Hero Pay. Governor Justice has announced \$100K block grants to every county in the state to be distributed to frontline workers during this pandemic; however, our review of guidelines the

Governor sent to the counties clearly limits the use of those funds. The funds, instead, follow the exact same rules that apply to use of CARES Act funding, which does not permit a one-time compensation increase to first responders and other frontline workers. This fact was also reported over the weekend by The Herald-Dispatch. The Administration is pleased, though, that on Thursday, the Kanawha County Commission will be discussing the issuance of a direct grant to the City of Charleston for a full \$100,000. The County Commission recognizes the important role the State's capital and largest city plays in addressing this crisis, including the fact that Charleston has the largest municipal police and fire departments in the state. The City appreciates the County offering the help Charleston during these tough times, and will ask that the County not impose the same spending restrictions that the Governor tied to his separate grant disbursements. Accordingly, the Administration will request that City Council match any funds received from the County. The Administration thanks Council for their continual support during these unusual times, and will update Council Members as new information becomes available.

Mayor Goodwin added that the \$1000,00 was given to each county in the state. Commissioner Ben Salango has allocated an additional \$100,00 to go to the City of Charleston specifically, and \$100,00 for others. This will be voted on April 21, 2020. The Administration will be asking the Finance Committee and Council to match the \$100,000 to go to Fire, EMS, Police and Refuse.

II. RESOLUTIONS:

- a. Resolution No. 325-20 - A Resolution supplementing Ordinance No. 7866, passed by the Council of The City of Charleston, West Virginia, on February 18, 2020; which supplemented Ordinance No. 4423 passed by the Council of The City of Charleston, West Virginia, on March 6, 1989, as supplemented by Ordinance No. 4506 passed by the Council on November 6, 1989, by Ordinance No. 4954 passed by the Council on May 3, 1993, by Ordinance No. 6276 passed by the Council on September 3, 1996, by Ordinance No. 6349 passed by the Council on June 2, 1997, by Ordinance No. 6532 passed by the Council on November 16, 1998, by Ordinance No. 6544 passed by the Council on February 1, 1999, by Ordinance No. 6670 passed by the Council on February 5, 2001, by Ordinance No. 6777 passed by the Council on March 19, 2001, by Ordinance No. 6948 passed by the Council on November 4, 2002, by Ordinance No. 6977 passed by the Council on May 19, 2003, by Ordinance No. 7132 passed by the Council on March 7, 2005, by Ordinance No. 7490 passed by the Council on September 6, 2011, by Ordinance No. 7560 passed by the Council on February 19, 2013; and by Ordinance No. 7680 passed by the Council on February 16, 2016, authorizing the design, acquisition and construction of certain extensions, additions, betterments and improvements to the existing sewerage system of The City of Charleston; authorizing the issuance of not more than \$16,000,000 in aggregate principal amount of Sewerage System Revenue Bonds, in one or more series as designated in a supplemental resolution, of The City of Charleston, the proceeds of which, shall be used, along with other funds and moneys of, or available to, The City of Charleston which may be lawfully expended for such purposes, to permanently finance the cost of such design, acquisition and construction, to fund reserve accounts for such bonds and to pay other costs in connection therewith; providing for the rights and remedies of and security for the registered owners of such bonds; and adopting other provisions related thereto.

WHEREAS, the Council (the "Council") of The City of Charleston, West Virginia (the "City"), on February 18, 2020, adopted Ordinance No. 7866, (the "Ordinance"), authorizing the issuance of The City of Charleston Sewerage System Revenue Bonds, in an aggregate principal amount not to exceed \$16,000,000, in one or more series, to permanently finance the cost of design, acquisition and construction of certain extensions, additions, betterments and improvements to the sewerage system of the City (the "Project");

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

WHEREAS, the Ordinance provided for the issuance by the City of its Sewerage System Revenue Bonds, Series 2020 A, in the aggregate principal amount of not more than \$16,000,000 (the "Series 2020 A Bonds"), for the purposes of paying a portion of the costs of acquisition and construction of additions, betterments and improvements to the System, capitalizing interest on the Series 2020 A Bonds, if any, funding a reserve account for the Series 2020 A Bonds and paying costs of issuance thereof, all in accordance with Chapter 16, Article 13 of the Code of West Virginia, 1931, as amended (the "Act");

WHEREAS, the Ordinance provides for the issuance of the Series 2020 A Bonds, all in accordance with the Act, and further provides that the exact principal amount, series designation, date, maturity date, redemption provision, interest rate, interest and principal payment dates, sale price and other terms of and matters relating to, the Series 2020 A Bonds should be established by a supplemental resolution;

WHEREAS, the Ordinance, pursuant to Section 6 of the Act, directed the City Clerk to publish an abstract of the Ordinance (the "Abstract"), together with a notice that the Ordinance has been adopted, that the City contemplates the issuance of the Series 2020 A Bonds as described in the Ordinance and that any person interested may appear before the Council upon a certain day and present protests (the "Notice");

WHEREAS, the Ordinance required that the Abstract and Notice be published as a Class II legal advertisement in the Charleston Gazette-Mail, a newspaper published and of general circulation in the City, and the first publication of such Abstract and Notice was to be not less than ten (10) days before the date set by the Ordinance and the Notice at which interested persons may appear before the Council and present protests, and the last publication of such Abstract and Notice was to be prior to said date set by the Ordinance and the Notice;

WHEREAS, the Ordinance and the Notice provided for a public hearing to be held at 7:00 p.m., prevailing time, on March 2, 2020, in Council Chambers in City Hall;

WHEREAS, the Bonds are proposed to be purchased by the West Virginia Water Development Authority (the "Authority"), on behalf of the West Virginia Department of Environmental Protection (the "DEP") pursuant to the West Virginia Clean Water SRF Program pursuant to the terms and conditions set forth under a Loan Agreement by and among the City, the Authority and the DEP (collectively, the "Loan Agreement"); and

WHEREAS, the Council wishes to delegate to the Mayor the authority to approve, within the parameters set forth herein and in the Ordinance, the final terms of the Series 2020 A Bonds and all provisions of all documents relating to the Series 2020 A Bonds (the "Bond Documents"), without the requirement of further official action by this Council; and

WHEREAS, the Council deems it essential and desirable that this resolution (the "Supplemental Resolution") be adopted, that the Ordinance shall be placed into effect, that the Loan Agreement be entered into by the City, that parameters be established for the exact principal amount, series designation, date, maturity date, redemption provision, interest rate, interest and principal payment dates, sale price and other terms of the Bonds in the manner stated herein, and that other matters relating to the Bonds be herein provided for.

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

Section 1. It is hereby found and determined that:

(A) The Abstract and Notice were duly published in the Charleston Gazette-Mail, a newspaper published and of general circulation in the City, with the first publication thereof being not less than ten (10) days before the day set by the Ordinance and the Notice for the public hearing, at which interested persons may appear before the Council and present protests and suggestions and with the last publication thereof being prior to said date set by the Ordinance and the Notice for the public hearing, and the Affidavit of Publication reflecting such publications is incorporated herein by reference;

(B) In accordance with the Ordinance and the Notice, the City Clerk has maintained in his office a certified copy of the Ordinance for review by interested persons during the regular office hours of such office;

(C) In Council Chambers, City Hall, Charleston, West Virginia, on March 2, 2020, at 7:00 p.m. prevailing time, in accordance with the Ordinance and the Notice, the Council met for the purpose of hearing protests and suggestions regarding whether the Ordinance should be put into effect and heard all protests and suggestions with regard thereto;

(D) At the public hearing, no significant reasons were presented that would require modification or amendment of the Ordinance and no written protest with regard thereto was filed by 30 percent or more of the freeholders of the City; and

(E) The Ordinance shall be put into effect as of the date hereof and the Series 2020 A Bonds contemplated thereby shall be issued, all as provided in the Ordinance and this Supplemental Resolution.

Section 2. Pursuant to the Ordinance and the Act, this Supplemental Resolution is adopted and there are hereby authorized and ordered to be issued the:

There is hereby authorized The City of Charleston Sewerage System Revenue Bonds, Series 2020 A (West Virginia CWSRF Program) (the "Bonds") in the aggregate principal amount of \$12,859,975 which will be initially represented by a single bond, numbered AR-1. The Bonds shall be dated the date of delivery, shall finally mature on March 1, 2040, and shall bear interest at a rate of 2.75% per annum. The principal of and interest on the Bonds shall be payable quarterly on March 1, June 1, September 1, and December 1 of each year, commencing June 1, 2022, in the amounts as set forth in the Schedule Y attached to the Loan Agreement and incorporated in and made a part of the Bonds. The City hereby approves and shall pay the SRF Administrative Fee equal to 0.25% annually of the principal amount of the Bonds set forth in the Schedule Y attached to the Loan Agreement. The SRF Administrative Fee shall be considered Operating Expenses of the City (Sanitary Board). The Bonds shall be subject to redemption upon the written consent of the Authority and the DEP, and upon payment of the redemption premium, if any, and otherwise in compliance with the Loan Agreement, so long as the Authority shall be the Registered Owner of the Bonds.

Section 3. All other provisions relating to the Bonds shall be as provided in the Ordinance. The text of the Bonds shall be in substantially the form provided in the Ordinance. The execution of the Bonds by the Mayor shall be conclusive evidence of any approval required by this Section.

Section 4. The Loan Agreement for the Bonds by and among the Authority, the City, and the DEP, substantially in the form to be attached hereto as Exhibit A, and the execution and delivery (in multiple counterparts) by the Mayor shall be and the same are hereby authorized, approved, ratified and directed. The Mayor is authorized to execute and deliver the Loan Agreement with such changes, insertions and omissions as may be approved by the Mayor. The execution of the Loan Agreement by the Mayor shall be conclusive evidence of any approval required by this Section, and authorization of any action required by the Loan Agreement relating to the issuance and sale of the Bonds. The City hereby affirms all covenants and representations made in the Loan Agreement

and in the application to the DEP and the Authority. The price of the Bonds shall be 100% of par value, there being no interest accrued thereon.

Section 5. The City hereby appoints and designates the West Virginia Municipal Bond Commission, Charleston, West Virginia (the "Commission"), as the Paying Agent for the Bonds.

Section 6. The City hereby appoints United Bank, Charleston, West Virginia (the "Registrar"), as the Registrar for the Bonds. The City hereby appoints JPMorgan Chase Bank, N.A. Charleston, West Virginia (the "Depository Bank") as the Depository Bank for the Revenue Fund and the Bonds Construction Fund. The City approves and accepts the Registrar's Agreement to be dated the date of delivery of the Bonds, by and between the City and the Registrar, and the execution and delivery of the Registrar's Agreement by the Mayor, and the performance of the obligations contained therein on behalf of the City, are hereby authorized, directed and approved. The City hereby approves the payment of the Registrar fee.

Section 7. The Bonds shall be issued on a parity with the First Lien Bonds with respect to liens, pledge and source of and security for payment and in all respects. The Bonds shall be secured by a first lien on the Net Revenues derived from the System on a parity with the First Lien Bonds but senior and superior to the Second Lien Bonds.

Section 8. Bonds proceeds in the amount of \$-0- shall be deposited in the Series 2020 A Bonds Sinking Fund as capitalized interest.

Section 9. Bonds proceeds in the amount of \$908,201 shall be deposited in the Series 2020 A Bonds Reserve Account.

Section 10. The Council hereby approves as the first draw on the Bonds, \$1,859,648, for deposit into the Series 2020 A Bonds Reserve Account and to pay the costs set forth in the SRF Payment Requisition Form, attached hereto as Exhibit B and incorporated herein by reference, and further finds and determines (A) that none of the items for which payment is proposed to be made has formed the basis for any disbursement theretofore made; (B) that each item for which the payment is proposed to be made is or was necessary in connection with the Project and constitutes a Cost of the Project; (C) that each of such costs has been otherwise properly incurred; and (D) that payment for each of the items proposed is now due and owing. The Council hereby authorizes and directs the Sanitary Board to review and approve future invoices for the Project and direct the payment from Bonds proceeds.

Section 11. The Mayor and City Clerk are hereby authorized and directed to execute and deliver such other documents, agreements and certificates required or desirable in connection with the Bonds. The City hereby approves and accepts all contracts or agreements relating to the financing, design, acquisition and construction of the Project and hereby authorizes the Sanitary Board to enter into all contracts or agreements relating to the design, acquisition and construction of the Project. The Manager of the Sanitary Board and any other authorized representatives are hereby authorized to execute all pay requests with respect to the Bonds.

Section 12. The design, acquisition and construction of the Project and the financing thereof with proceeds of the Bonds are in the public interest, serve a public purpose of the City and will promote the health, welfare and safety of the residents of the City.

Section 13. The City hereby determines to invest all moneys in the funds and accounts established by the Ordinance held by the Depository Bank until expended, in Money Market accounts secured by a pledge of Government Obligations, and therefore, the City hereby directs the Depository Bank to invest all moneys in such Money Market accounts until further directed in writing by the Sanitary Board. Moneys in the Series 2020 A Bonds Sinking Fund and the Series 2020 A Bonds Reserve Account shall be invested by the Commission in the West Virginia Consolidated Fund.

Section 14. The City hereby approves the cost of issuance and authorizes the payment of the same.

Section 15. This Supplemental Resolution shall take effect immediately upon adoption hereof.

Samme Gee, from Jackson Kelly PLLC, added that Council previously passed the ordinance authorizing the bonds. This is the final step. Page 3 of the resolution lists the exact amount as \$12,859,975 in bonds. The bonds will be issued on May 7, 2020, and construction can start directly after that. The bonds will mature on 2040. They are revenue bonds, to be paid by sewer fees. She added that once the project begins, it will be generating B&O revenue.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative, Chairperson Jenkins declared Resolution No. 325-20 approved.

- b. Resolution No. 326-20 - Authorizing the Mayor or City Manager to enter into an Agreement with WesBanco, Inc. to extend the maturity date of Standby Letter of Credit, in the amount of \$250,000, approved by City Council on May 6, 2019. The current terms, May 1, 2019 through May 1, 2020 are extended through May 1, 2021 at a cost of \$1,250. This letter of credit provides security in lieu of a surety bond for liability of potential workers' compensation claims as a self-insured employer. The letter of credit is subject to review and final approval by legal counsel for the City.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is hereby authorized and to enter into an agreement with WesBanco, Inc. to extend the maturity date of Standby Letter of Credit, in the amount of \$250,000, approved by City Council on May 6, 2019. The current terms, May 1, 2019 through May 1, 20120 are extended through May 1, 2021 at a cost of \$1,250. This letter of credit provides security in lieu of a surety bond for liability of potential workers' compensation claims as a self-insured employer. The letter of credit is subject to review and final approval by legal counsel for the City.

Storage added that the City of Charleston is self-insured for worker's compensation claims. The Office of the Insurance Commissioner requires self-insured employers to have in place either a surety bond or a standby letter of credit with a financial institution in the event the employer is unable to pay claims. With the assistance of the City's Treasurer's Office, the City has determined that WesBanco is offering the best rate for a letter of credit in the amount of \$250,000, which is the amount required by the Insurance Commissioner. WesBanco's rate is ½% of the value of letter's credit value, which in the case equals \$1,250. The going rate for a letter of credit is 1%. The Administration recommends approving the letter of credit agreement with WesBanco with an effective date of May 1, 2020.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative, Chairperson Jenkins declared Resolution No. 326-20 approved.

III. BILLS:

- a. Bill No. 7869 - A Bill and Order relating to the laying of levies on real, personal and public utility property within the City of Charleston, West Virginia, including excess levies previously provided for in the Official Municipal Budget Document for the fiscal year beginning the first day of July, two thousand twenty.

WHEREAS, each Municipality is required to hold a Statutory meeting of the Council on the third Tuesday in April each year to make and enter a levy order and rate sheet; and

WHEREAS, written approval of the West Virginia State Tax Commissioner has been received and notice of the Levy Estimate has been duly published as required by law; and

WHEREAS, the levy rate attached hereto is included in the City of Charleston Municipal Budget for July 1, 2020 through June 30, 2021, before City Council for approval at a special meeting of Council held on April 21, 2020, now, therefore

Be it Ordained by the Council of the City of Charleston, West Virginia:

That the City of Charleston, West Virginia does hereby make and enter the levy order and rate sheet attached hereto, incorporated herein, and made a part hereof.

Storage added that the bill reflects the same levy rates approved by this Council in the March budget document. State law requires the levy consideration to be further broken out from the regular budget discussions for separate consideration. Council must meet on the 3rd Tuesday of April every year to sit as a levying body, and the item considered are these rate sheets. The assessed values contained on this rate sheet come from the County Assessor's Office and are the most current property tax valuations. There is a \$0 assessed value and \$0 taxes levied for Class I property. This is a weird quirk of state law, which essentially wiped out Class I property taxes but still requires the Class to have a levy rate. Additionally, Class III is missing from the list. This is because Class III property valuations apply only to the County and Boards of Education. There is a 6% reduction in tax collections, which essentially estimates the amount of taxes that the municipality will not collect due to delinquent payments, exonerations, or otherwise uncollectable amounts. There is a 1.5% discount item, which estimates the amount of taxes not paid due to taxpayers paying their taxes early. Applicable law allows for a tax discount for early payment. The 2% reduction represents the amount determined by the County that must go the County Assessor's Office to assist the Assessor in performing her duties. The overall rates are comparable to last year's rates.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative, Chairperson Jenkins declared Bill No. 7869 approved.

MUNICIPALITY OF CHARLESTON, WEST VIRGINIA
LEVY PAGE
REGULAR CURRENT EXPENSE LEVY
2020 - 2021

Current Year	Column E	Levy Rate/\$100	Taxes Levied
	Certificate of Valuation Assessed Value for Tax Purposes		
Class I			
Personal Property	\$ 0	11.40	\$ 0
Public Utility	0		0
Total Class I	\$ 0		\$ 0
Class II			
Real Estate	\$ 1,307,108,790	22.80	\$ 2,980,208
Personal Property	258,192		589
Total Class II	\$ 1,307,366,982		\$ 2,980,797
Class IV			
Real Estate	\$ 1,114,819,060	45.60	\$ 5,083,575
Personal Property	543,977,674		2,480,538
Public Utility	334,399,302		1,524,861
Total Class IV	\$ 1,993,196,036		\$ 9,088,974
Total Value & Projected Revenue	\$ 3,300,563,018		\$ 12,069,771
Less Delinquencies, Exonerations & Uncollectable Taxes		6.00%	724,186
Less Tax Discounts (use Total Proj. Rev. Less Delinquencies to calculate)		1.50%	170,184
Less Allowance for Tax Increment Financing if Applicable - see worksheet (Subtracted from regular current expense taxes levied only)			52,257
Total Projected Property Tax Collection			11,123,144
Less Assessor Valuation Fund (Subtracted from regular current expense taxes levied only)		2.00%	222,463
Net Amount to be Raised by Levy of Property Taxes For Budget Purposes (Amount carries to #301-01 on GF REV tab)			\$ 10,900,681

MUNICIPALITY OF CHARLESTON, WEST VIRGINIA
EXCESS LEVY PAGE
GENERAL EXCESS LEVY
2020 - 2021

	Column E Certificate of Valuation <u>Assessed Value for Tax Purposes</u>	<u>Levy Rate/\$100</u>	<u>Taxes Levied</u>
Current Year			
Class I			
Personal Property	\$ 0	5.03	\$ 0
Public Utility	0		0
Total Class I	<u>\$ 0</u>		<u>\$ 0</u>
Class II			
Real Estate	\$ 1,307,108,790	10.06	\$ 1,314,951
Personal Property	258,192		260
Total Class II	<u>\$ 1,307,366,982</u>		<u>\$ 1,315,211</u>
Class IV			
Real Estate	\$ 1,114,819,060	20.12	\$ 2,243,016
Personal Property	543,977,674		1,094,483
Public Utility	334,399,302		672,811
Total Class IV	<u>\$ 1,993,196,036</u>		<u>\$ 4,010,310</u>
Total Value & Projected Revenue	<u>\$ 3,300,563,018</u>		<u>5,325,521</u>
Less Delinquencies, Exonerations & Uncollectable Taxes		6.00%	<u>319,531</u>
Less Tax Discounts		1.50%	<u>75,090</u>
Net Amount to be Raised by Levy For Budget Purposes:			<u>4,930,900</u>
Included in the General Fund "Yes or No"			Yes
IF EXCESS LEVY IS INCLUDED IN GENERAL FUND, (and you enter yes to indicate that)			
this total will carry to the GF REV tab in account # 301-90:			\$ 4,930,900

- b. Bill No. 7870 - A Bill authorizing the waiver of interest, when the City Collector makes certain findings and with the approval of the City Manager, on Business and Occupation Tax filings for revenue during the first quarter of 2020 where filings are made by April 30, 2020, and payments are made by June 1, 2020.

WHEREAS, as of April 6, 2020, the novel coronavirus ("COVID-19"), has more than 1,300,000 confirmed cases worldwide, including more than 345,000 confirmed cases in the United States;

WHEREAS, as of April 6, 2020, COVID-19 has led to more than 72,000 deaths worldwide, including more than 10,000 deaths in the United States;

WHEREAS, as of April 6, 2020, there are more than 340 confirmed cases of COVID-19 in West Virginia, including more than 55 in Kanawha County;

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency; on March 16, 2020 the Governor of West Virginia declared a statewide state of emergency; and on March 15, 2020, the Mayor of the City of Charleston declared a citywide state of emergency;

WHEREAS, the federal and state governments have extended the filing deadline for income taxes from April 15, 2020, to July 15, 2020;

WHEREAS, the City has announced that any Business and Occupation Tax filings made for the 1st Quarter of 2020, which are filed on time by April 30, 2020, but without full payment shall receive a waiver of penalties associated with the filing if paid by June 1, 2020; and

WHEREAS, City Code generally prohibits the waiver of interest payments, but the City Council of the City of Charleston hereby finds that these extraordinary times require that the City Collector be given the authority to waive the interest on payments that are made by June 1, 2020, when certain criteria are met as stated in this ordinance.

Now, therefore, be it Ordained by the Council of the City of Charleston, West Virginia:

That notwithstanding the provisions of Section 110-145 of the Municipal Code of the City of Charleston and any relevant provision of state code to the contrary, and consistent with Executive Order 13-20 which allowed for state income taxes to be paid up to three months late without the imposition of interest or additions, the City Collector is hereby authorized to waive interest amounts due on the first quarter Charleston Business and Occupation taxes, with the approval of the City Manager, for taxpayers who meet all of the following criteria:

(1) The taxpayer filed a return for the 1st Quarter of 2020 on or before April 30, 2020, stating the taxpayer's tax liability for the quarter;

(2) The taxpayer did not include full payment for the tax liability amount along with the filing of the return;

(3) The taxpayer was in good standing with the Collector's Office, as defined elsewhere in the Municipal Code of the City of Charleston, as of March 30, 2020;

(4) The taxpayer pays its full tax liability for the 1st Quarter of 2020 on or before June 1, 2020; and

(5) The taxpayer avers, under penalty of perjury, that the reason for the delay in its 1st Quarter of 2020 payment was due to COVID-19, which negatively impacted the business's cash flow or ability to obtain assistance from a tax professional, such that timely payment was not possible.

Storage added that the Administration and Council Leadership have worked together to provide an additional relief tool for businesses suffering from cashflow problems caused by COVID-19. Under City Code, interest assessments on late tax filings are non-discretionary. Interest must be assessed and collected. The proposed bill makes a limited exception to address late payments made for First Quarter 2020. The bill outlines the criteria taxpayers must meet to qualify for an interest waiver, including the requirement that the taxpayer was in good standing with the City Collector as of March 30, 2020, the taxpayer files a 1 Quarter return on or before April 30, 2020, and the taxpayer pays the full tax amount owed on or before June 1, 2020. The taxpayer will be required to submit an appropriate written statement to certify that the late payment was due to COVID-19-related cashflow problems.

Councilmember Reishman moved to approve the Resolution. With a majority of members present recorded thereon as voting in the affirmative, Chairperson Jenkins declared Bill No. 7870 approved.

Councilmember Reishman motioned to adjourn the meeting.

Meeting adjourned.

Resolution No. 327-20

Introduced in Council:

May 4, 2020

Introduced by:

Joseph Jenkins

Adopted by Council:

Referred to:

Finance Committee

1 Resolution No. 327-20 - Authorizing the City of Charleston to amend its Citizen
2 Participation Plan for the City's CDBG and HOME Programs. Copy of the proposed
3 amendment of the Citizen Participation Plan is available for review at:
4 <https://www.charlestonwv.gov/>. This is contingent upon no adverse citizen comments
5 being received during the 30-day comment period required through the MOECD Citizen
6 Participation Plan.

7
8 Be it Resolved by the Council of the City of Charleston, West Virginia:

9
10 Authorizing the City of Charleston to adopt the amended Citizen Participation Plan for
11 the City's CDBG and HOME Programs. Copy of the proposed amendment of the Citizen
12 Participation Plan is available for review at: <https://www.charlestonwv.gov/>. This is
13 contingent upon no adverse citizen comments being received during the 30-day
14 comment period required through the MOECD Citizen Participation Plan." The
15 amendment to the Citizen Participation Plan is the following:

16
17 *Declaration of an Emergency*

18
19 *When a Declaration of an Emergency has been ordered by the President of the*
20 *United States, or the Governor of West Virginia, the City of Charleston will follow*
21 *the following process concerning public hearings and public display of plans.*

22
23 *If the City is unable to hold open public hearings in person, the City will be*
24 *allowed to instead hold virtual public hearings through conference calls or an*
25 *online video conference call platforms as long as the public is able to provide*
26 *public comments during the virtual public hearing.*

27
28 *If the City is not able to publicly place the plans on public display at the locations*
29 *referenced in the Citizen Participation Plan, the City will put the plans on the*
30 *City's website (<https://www.charlestonwv.gov/>) and will also email copies of the*
31 *plans to any person who will request a copy of the plans via email upon request.*

32
33 *If the City Council is unable to conduct an open public forum type meeting, the*
34 *City then can approve the plans at a City Council meeting through an on-line*

1 *virtual City Council meeting, if an in-person Council meetings are not happening*
2 *because of the Emergency.*

3
4 All other sections of the Citizen Participation Plan will not be amended at this time and
5 shall remain in full force and effect.



Citizen Participation Plan

Charleston, West Virginia

Introduction –

The city of Charleston is required by law to develop and follow detailed, written policies and procedures – a citizen participation plan – to involve the public, particularly low- and moderate-income people, in developing and implementing its Consolidated Plan and its integral components – annual action plans, annual performance reports and amendments. Additionally, this plan must be published and available to the public.

The Consolidated Plan (Con Plan) is a five-year plan, describing the city's development needs, resources, priorities and proposed activities to be undertaken under certain U.S. Department of Housing and Urban Development (HUD) programs, including Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) and any additional federal grants and/or sources of federal funding.

The city of Charleston and the Charleston/Kanawha County Consortium believe involving the public is a vital part of the Con Plan process. As such, they will provide the public opportunities to participate and will consult with other public and private agencies providing assisted housing, health services, social services, child welfare agencies (regarding lead-based paint), adjacent local governments (for non-housing community development needs) and local housing authorities in planning and implementing the Con Plan.

This plan provides information on:

- Encouraging public participation, with special emphasis on involving low- and moderate-income people, particularly those living in slum and blighted areas and where CDBG funds are proposed to be used, and by residents of predominantly low- and moderate-income neighborhoods;
- Providing the public with reasonable and timely access to local meetings, information and records relating to the City/Consortium's use of funds;
- Providing technical assistance to groups representative of low- and moderate-income people that request help in developing proposals;
- Timely responses to complaints and grievances.

Encouraging Public Participation –

The law (24 CFR 91.105) requires the citizen participation plan to provide for and encourage public involvement, emphasizing participation by low- and moderate-income people – especially those living in low- and moderate-income neighborhoods. This participation is to occur as the Con Plan is being developed, if and when any substantial amendments to the document are proposed and when performance is reported. Additionally, the city will encourage minorities, non-English speaking people and people with disabilities to participate by contacting groups and agencies that



represent or serve these populations. Current program documents are in English only, however, if other languages are needed, please contact the Mayor's Office of Economic and Community Development.

The city will provide information to the Charleston Housing Authority to ensure that residents of their public housing developments are informed about the entire Con Plan process and their opportunities to participate. The city will request the Housing Authority make this information available to their residents and inviting their participation.

Local Meetings-

Charleston will host, at a minimum, two public meetings each year. The first meeting will explain the city's Con Plan process, announce the funding and availability of technical assistance, solicit the public's opinions on housing and community development needs and report on program performance. A second public meeting will be held later in the program year and when the draft plan is completed to solicit comments on the strategies and proposed use of funds.

These meetings will be held at a time and place convenient to the majority of the target population – low- and moderate-income people, residents of predominantly low- and moderate-income neighborhoods and other likely to benefit from the program. Additionally, the meeting location will be within or in close proximity to a CDBG-eligible area, convenient to public transportation and accessible to people with disabilities.

Public Meeting Notices –

Notice of all public meetings will be published as display ads in local, general circulation newspapers and posted on the city's website, www.charlestonwv.gov at least 14 days prior to the meeting.

Meeting information will be emailed or sent electronically to known stakeholders, including public and private agencies providing housing assistance, health services, social services, child welfare services, economic development services, job training and employment assistances services, neighborhood organizations, the Charleston-Kanawha Housing Authority and other interested parties.

All notices will be posted to the city's website and social media. Each notice will specify the date, time, place and purpose of the meeting, as well as contact data for additional information.



Information –

Charleston will provide program and policy information to known stakeholders including the general public, public and private agencies providing housing assistance, health services, social services, child welfare services, economic development services, job training and employment assistance services, the Charleston-Kanawha Housing Authority and other interested parties. This information will include:

- The funding (grant funds and program income) the city expects to receive through the Community Development Block Grant, Home Investment Partnership, and any additional Federal Funding Initiatives or programs and the estimated amount that will benefit low- and moderate-income people;
- The range of activities that may be undertaken, as well as, activities previously funded;
- The city's process of developing the Con Plan and its components including applications that may be submitted by potential subrecipients;
- The public's role in the program; and
- Other materials as needed to inform and educate the public about the programs.

This information will be provided by email, at public meetings and on the city's website www.charlestonwv.gov.

The proposed and adopted Citizen Participation Plan, Con Plan, Annual Action Plan, as well as, substantial amendments and the performance report will be accessible to the public at no cost on the city's website www.charlestonwv.gov. Additionally, these documents will be available for review at the Mayor's Office of Economic and Community Development and the Kanawha County Public Library's main branch. A reasonable number of free copies will be available upon request from the Mayor's Office of Economic and Community Development.

A summary of the proposed Con Plan will be published in local, general circulation newspapers. The summary will describe the contents and purpose of the Con Plan and will include a list of locations where copies of the entire plan may be reviewed.

These materials will be available upon request in a form accessible to persons with disabilities.

Comments –

Comments noted at a public meeting and written or emailed comments made during the Con Plan process will be accepted by the Mayor's Office of Economic and Community Development until a specified date, typically for at least 30 days. The comment period associated with a specific activity will be published in a display ad in local, general circulation newspapers. All comments will be considered. A summary of all comments including comments not accepted and the rationale for their rejection will be attached to the final Con Plan and/or performance report, as appropriate.



No activity may be undertaken prior to the expiration of the public comment period. If adverse comments are received, they must be addressed prior to the implementation of the activity or amendment and included in the Con Plan submitted to the U.S. Department of Housing and Urban Development.

Amendments –

Amendments that fall under the definition of “substantial change” shall be subject to a 30-day public comment period. “Substantial change” shall be defined as:

- Any new activity;
- Any cancellation of budgeted activity;
- A 25 percent increase or decrease in an activity; or
- Any change in an activity’s national objective designation.

A summary of any substantial amendment will be published in local, general circulation newspapers, followed by a 30-day public comment period which will be defined in the public notice.

All comments will be considered. In the event that adverse comments are received during the 30-day comment period, the amendment must be presented at the next meeting of Charleston City Council’s Finance Committee for action. A summary of all comments pertaining to amendments including comments not accepted and the rationale for their rejection will be included in the annual performance report.

No amendment may be undertaken prior to the expiration of the public comment period.

Technical Assistance –

The Mayor’s Office of Economic and Community Development will assist organizations and individuals’ representative of low- and moderate-income people interested in submitting a proposal to obtain funding for an activity. Requests for technical assistance must be made in writing, specifying the name of the organization or individual requesting assistance, the name, address, phone number and/or email address of contact person; the nature of technical assistance requested; immediate problems and the reason for the request.

The Mayor’s Office of Economic and Community Development will determine the level and type of assistance provided. If necessary, assistance may be provided by specialists jointly selected by the Mayor’s Office of Economic and Community Development and the organization/individual requesting assistance.



Complaints and Grievances –

Substantive, written responses to written complaints and/or grievances will be provided within 15 working days of receipt, where practical.

Relocation –

The city's policy is to administer the Community Development Block, Home Investment Partnership, and all other federally designated grants and programs without displacement. In the event displacement is unavoidable, the city and/or other responsible party(s) will comply with the regulations of the Uniform Relocation Act and Section 104(d).

Access to Records –

Program information and records are available upon request at the Mayor's Office of Economic and Community Development during normal business hours. Such documents include the following:

- All mailing and promotional materials;
- Records of public meetings;
- All key documents, including prior applications, letters of approval, grant agreements, the citizen participation plan, performance reports, evaluation reports, other reports required by the U.S. Department of Housing and Urban Development, the proposed and approved application for the current year;
- Copies of the regulations and issuances governing the program; and
- Documents regarding other important program requirements, such as contracting procedures, environmental policies, fair housing and other equal opportunity requirements, and relocation provisions.

For more information about the Mayor's Office of Economic and Community Development or to submit comments about the programs:

Mail: Mayor's Office of Economic and Community Development
105 McFarland Street
Charleston, West Virginia 25301

Email: MOECD@CityofCharleston.org

Phone: (304) 348-8035

TDD: (304) 348-1085

FAX: (304) 348-0704



Declaration of an Emergency –

When a Declaration of an Emergency has been ordered by the President of the United States, or the Governor of West Virginia, the City of Charleston will follow the following process concerning public hearings and public display of plans.

- If the City is unable to hold open public hearings in person, the City will be allowed to instead hold virtual public hearings through conference calls or an online video conference call platforms as long as the public is able to provide public comments during the virtual public hearing.
- If the City is not able to publicly place the plans on public display at the locations referenced in the Citizen Participation Plan, the City will put the plans on the City's website (<https://www.charlestonwv.gov>) and will also email copies of the plans to any person who will request a copy of the plans via email upon request.
- If the City Council is unable to conduct an open public forum type meeting, the City then can approve the plans at a City Council meeting through an on-line virtual City Council meeting, if an in-person Council meetings are not happening because of the Emergency.

Resolution No. 328-20

Introduced in Council

Passed by Council

May 4, 2020

Introduced by
Joseph Jenkins

Referred from
Finance Committee

Resolution No. 328-20 - Authorizing the Mayor or City Manager to submit an application to the US Department of Justice, Office of Justice Programs under the Coronavirus Emergency Supplemental Funding Program for \$335,274.00 and administer the awarded funds. These funds will be utilized by the Charleston Police Department to provide overtime, equipment and supplies for the response to the spread of the Coronavirus.

Be it Resolved by the Council of the City of Charleston, West Virginia:

That the Mayor or City Manager is hereby authorized to submit an application to the US Department of Justice, Office of Justice Programs under the Coronavirus Emergency Supplemental Funding Program for \$335,274.00 and administer the awarded funds. These funds will be utilized by the Charleston Police Department to provide overtime, equipment and supplies for the response to the spread of the Coronavirus.

Resolution No. 329-20

Introduced in Council:

May 4, 2020

Introduced by:

Joseph Jenkins

Adopted by Council:

Referred to:

Finance

1 Resolution No. 329-20 – Authorizing approval of Amendment No. 9 in the FY 2019-2020 General
2 Fund Budget as indicated on the attached list of accounts.

3

4

5 Be it Resolved by the Council of the City of Charleston, West Virginia:

6

7 That Amendment No. 9 in the FY 2019-2020 General Fund Budget as indicated on the attached
8 list of accounts is approved.

9

General Fund FY 2019-2020 Budget Amendment No. 9 - May 4, 2020

Account No.	Department	Account Description	Amount
001 368 13 0000	Revenue	Contributions from Others - Kanawha Commission	(100,000)
001 699 00 000 5 598	Contingency	Contingency	(100,000)
001 700 00 000 1 103	Police Department	Salaries & Wages	76,500
001 700 00 000 1 104	Police Department	FICA	1,109
001 700 00 001 1 107	Police Department	Uniformed Pension - MPFRS	2,867
001 706 00 000 1 103	Fire Department	Salaries & Wages	89,600
001 706 00 000 1 104	Fire Department	FICA	1,299
001 706 00 001 1 107	Fire Department	Uniformed Pension - MPFRS	2,742
001 800 00 000 1 103	Refuse & Recycling	Salaries & Wages	22,000
001 800 00 000 1 104	Refuse & Recycling	FICA	1,683
001 800 00 000 1 106	Refuse & Recycling	PERS	2,200

To recognize the contribution from the Kanawha County Commission and to reallocate funds to match from the Contingency account in order to provide a hazard pay premium to Police, Fire, and Refuse department employees for 1 month.

Reportable: To Maintain compliance with the budgetary guidelines of the State of West Virginia

Resolution No. 330-20

Introduced in Council:

May 4, 2020

Adopted by Council:

Introduced by:

Joseph Jenkins

Referred to:

Finance

1 Resolution No. 330-20 – Authorizing the Mayor or City Manager to take all appropriate
2 action to convey any and all interest the City has in property situated at 739 Central
3 Avenue, Charleston, WV, to the Charleston Land Reuse Agency (“CLRA”), pursuant to the
4 authority granted in West Virginia Code § 1-5-3.

5
6 WHEREAS, the City of Charleston owns property situated at 739 Central Avenue,
7 Charleston, WV;

8
9 WHEREAS, the City has no current for plans to develop or sell the property to place it into
10 productive use and otherwise has no need for the property;

11
12 WHEREAS, the CLRA is a public body authorized by the laws of the State of West Virginia
13 and established by the Charleston Municipal Code to promote the productive use of
14 property by identifying available properties suitable for public space, conservation,
15 housing, and commercial use and pursuing the acquisition, management, inventory, and
16 disposition of those properties according to certain priorities;

17
18 WHEREAS, the CLRA has identified the property situated at 739 Central Avenue as worthy
19 and capable of suitable development;

20
21 WHEREAS, the CLRA Board has formally requested that the Charleston City Council convey
22 the City’s interest in the property to the CLRA so that the property may be placed into
23 productive use for the benefit of the community;

24
25 WHEREAS, the CLRA will seek appropriate public input before initiating any development
26 plans for the property and generally has a need for the property to further the purposes
27 of the CLRA and provide benefits to the public;

28
29 WHEREAS, West Virginia Code § 1-5-3 permits public bodies to convey real property to
30 other public bodies for less than fair market value, and without public auction;

31
32 WHEREAS, the City Council recognizes that there is a lack of need for the property in
33 comparison to the benefit to the City if the property is conveyed to the CLRA; and

1
2 WHEREAS, the City Council recognizes that there is a demonstrable need for the property
3 by the CLRA to be able to perform redevelopment services benefiting the public.
4

5 Be it Resolved by the Council of the City of Charleston, West Virginia:
6

7 The Mayor or City Manager is authorized to take all appropriate action to convey any and
8 all interest the City has in property situated at 739 Central Avenue, Charleston, WV, to the
9 Charleston Land Reuse Agency.
10



CHARLESTON LAND REUSE AGENCY
501 VIRGINIA STREET, EAST
CHARLESTON, WV 25301
304-348-8032

March 17, 2020

Mayor Amy Shuler Goodwin
City Manager Jonathan T. Storage
501 Virginia Street, East
Charleston, WV 25301
Sent via e-mail only

Re: 739 Central Avenue, Charleston, WV

Dear Mayor Goodwin and Mr. Storage,

At the March 10, 2020, meeting of the Charleston Land Reuse Agency ("CLRA"), the CLRA discussed the former Park Place Bar located at 739 Central Avenue in Charleston (the "Property") under New Business. As you know, the Property is owned by the City of Charleston, but has sat vacant and unused since the City obtained ownership of the Property. The CLRA is interested in attempting to get the Property revitalized and back into productive use. Accordingly, the CLRA adopted a motion requesting that the City donate the Property to the CLRA. The CLRA intends to seek public input regarding what the community would like to see at the Property and then seek proposals from the public via an RFP process. In reviewing the RFP responses, the CLRA will work to match a feasible proposal with the desires of the community previously expressed.

Therefore, I write today to formally request that the City bring a resolution before City Council that would authorize the transfer of the Property from the City to the CLRA. If you have any questions or would like to discuss this further, please do not hesitate to contact me. Thank you for your time.

Sincerely,

Kevin Baker
Board Chair, Charleston Land Reuse Agency



Resolution No. 331-20

Introduced in Council:

Adopted by Council:

May 4, 2020

Introduced by:

Referred to:

Joseph Jenkins

Finance

1 Resolution No. 331-20 – Authorizing the Mayor or City Manager to submit an application to the
2 FEMA Assistance to Firefighter Grant Program – COVID-19 Supplemental in the amount of
3 \$100,000 that includes the required 10% match and administer any funds awarded. The
4 Charleston Fire Department will use these funds to purchase N95 masks, respirators, Tyvek
5 suits, fogger disinfecting system and respiratory equipment testing machine.

6
7 Be it Resolved by the Council of the City of Charleston, West Virginia:

8
9 That the Mayor or City Manager is authorized to submit an application to the FEMA Assistance
10 to Firefighter Grant Program – COVID-19 Supplemental in the amount of \$100,000 that
11 includes the required 10% match and administer any funds awarded. The Charleston Fire
12 Department will use these funds to purchase N95 masks, respirators, Tyvek suits, fogger
13 disinfecting system and respiratory equipment testing machine.

14
15