

MINUTES
FINANCE COMMITTEE MEETING
6:15 P.M., OCTOBER 5, 2020
A/V CONFERENCE ROOM*

Joseph Jenkins, Chairperson, called the meeting of the Charleston City Council Committee on Finance to order at 6:15 p.m., October 5, 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
Ben Adams
Brent Burton (arrived after approval of the minutes)
Becky Ceperley
Mary Beth Hoover
Will Laird

*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 September 21, 2020 meeting and that they be approved as distributed. There was no objection and the minutes were approved.

II. RESOLUTIONS:

- a. Resolution No. 382-20 - Authorizing the Finance Director to amend the 2019 Community Development Block Grant CV budget as indicated on the accounts listed below.

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

That the Finance Director is hereby authorized and directed to amend the 2019 Community Development Block Grant CV budget as indicated on the accounts listed below:

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>INCREASE/(DECREASE)</u>
009-019-01-011-0-999	MOECD Public Service	\$62,000.00 Decrease
009-019-01-199-0-999	Unprogrammed Funds	\$62,000.00 Increase
009-019-01-199-0-999	Unprogrammed Funds	\$62,000.00 Decrease
009-019-01-011-0-999	WV Health Right	\$62,000.00 Increase

MOECD proposes to allocate CDBG-CV funds to WV Health Right for Contractual Registered Nurses to conduct COVID-19 testing.

Director of MOECD, Larry Malone added that the City has received a special funding request from HUD for the CDBG program for COVID-19 related activities. WV Health Right has made a special request for funding to help with the increased testing with the quick test system that they can provide. He added that they did not submit a n application for the first round of funding several months ago.

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. 382-20 approved.

- b. Resolution No. 383-20 - Authorizing the Mayor to approve a substantial amendment to the City of Charleston's 2018 and 2019 Annual Action Plan. On April 10, 2020, a memorandum was issued by the United States Department of Housing and Urban Development. This memorandum provided statutory suspension and regulatory waivers to enable HOME participating jurisdictions affected by the Coronavirus Disease to respond to immediate housing needs. The City of Charleston/Kanawha County HOME Consortium has been declared a major disaster area and as a result has requested and received the following suspensions and/or Waivers:

Increase the administration and planning cost from 10% to 25% of FY 2019 and FY 2020 allocations and program income.

Suspension of the 15% CHDO set-aside requirement for the fiscal year 2017, 2018, 2019, and 2020

Reduction of the matching requirements by 100% for FY 2020 and FY 2021 for HOME activities.

Reduction of the comment period set forth by the citizen participation plan for substantial amendments to a period of 5 days.

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

That the Mayor is hereby authorized to approve a substantial amendment to the City of Charleston's 2018 and 2019 Annual Action Plans. On April 10, 2020, a memorandum was issued by the United States Department of Housing and Urban Development. This memorandum provided statutory suspension and regulatory waivers to enable HOME participating jurisdictions affected by the Coronavirus Disease to respond to immediate housing needs.

Malone added that the amendment will provide additional flexibility for the HOME program, which helps first-time home buyers that are low-to-moderate income, and also goes to a community housing development organization (CHDO) to build new homes. The HOME is administered by the City of Charleston on behalf of the City and Kanawha County. Malone stated that this will allow for the increase of Administration and Planning funds, will allow for more flexibility in using funds for CHDO, eliminates the matching requirements for FY 2020/2021 and reduces the public comment period for substantial amendments to 5 days.

Councilmember Jenkins asked what the reasoning was behind the decision to increase the Administration and Planning funds. Malone replied that the allotment is typically capped at 10%, which covers some of the salary cost for the Administrative Staff, so this will provide more flexibility to be able to use exiting funds if needed. He added that some of that increase might be used to digitally catalog older records, adding that it does not cost the City more to do so.

Councilmember Ceperley confirmed with Malone that the HUD money will go to CHDO (currently only RCCR). They will be meeting with them soon to discuss potential projects on the

West Side and East End.

Councilmember Laird asked what led to the classification of a disaster area. Malone replied that it flows down from the President's declaration, to the CARES Act and to HUD.

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. 383-20 approved.

- c. Resolution No. 384-20 - Authorizing the Mayor or City Manager to enter into an agreement with the West Virginia Department of Transportation, Division of Highways to utilize a portion of the land beneath I-64, between Kanawha Boulevard and Virginia Street, as a skate park.

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

That the Mayor or City Manager is hereby authorized to enter into an agreement with the West Virginia Department of Transportation, Division of Highways to utilize a portion of the land beneath I-64, between Kanawha Boulevard and Virginia Street, as a skate park.

City Attorney, Kevin Baker, added that the City already has a lease with the DOH for parking under the bridge. The DOH has requested a separate agreement be made for the use of some of that space for a skate park. He added that the equipment will be movable in order to allow for any necessary work in that area.

Councilmember Jenkins confirmed that the skate park will be in the second and third bays closest to Magic Island; there will be parking on either side.

Councilmember Ceperley asked what the insurance liability would be for the skate park. Baker replied that the agreement states that the City would be responsible for all risks, adding that there will be posted signs stressing safety and explaining the risks to users. Baker added that there are inherent risks with any park.

Councilmember Adams inquired as to what kinds of materials will be used. Baker replied that the City will be putting out an RFP to businesses that regularly build these kinds of parks. It will most likely not use concrete since it will need to be movable. Mayor Goodwin added that there are numerous high quality, pre-fabricated options. What is chosen will ultimately depend on the RFP responses due to space requirements and cost.

From the audience, Councilmember Steele added she would love for the City to be more accommodating to kids who are interested in this kind of sport.

Councilmember Jenkins added that in terms of lawsuits, it did not seem much different than having a playground.

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. 384-20 approved.

- d. Resolution No. 385-20 - Authorizing the Mayor to grant temporary and permanent easements from the City to the Charleston Sanitary Board for the Danner Hollow Sewer Rehabilitation and Replacement Project as referenced in the attached documents.

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

That the Mayor or City Manager is hereby authorized to grant temporary and permanent easements from the City to the Charleston Sanitary Board for the Danner Hollow Sewer Rehabilitation and Replacement Project as referenced in the attached documents.

Tim Haapala, from the Charleston Sanitary Board, added that there are seven easements, five of which are temporary, needed from the City as part of the Danner Hollow Sewer Rehabilitation and Replacement Project. It will affect six parcels. He added that it is already funded, so there will not be any rate increases.

Baker added that he has reviewed the easements to his satisfaction.

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. 385-20 approved.

Councilmember Reishman motioned to adjourn the meeting.

Meeting adjourned.