



CITY OF CHARLESTON

West Virginia



AMERICAN RESCUE PLAN ACT ADVISORY COMMITTEE

January 26, 2022 5:00 PM

THIS MEETING WILL TAKE PLACE IN PERSON

Charleston Coliseum and Convention Center
ROOM 215
200 Civic Center Dr, Charleston, WV 25301

Agenda

WELCOME

APPROVAL OF PREVIOUS MINUTES

1. 9-29-2021

ITEMS

1. Presentation: ARPA Application Recommendations
2. ARPA Budget Outline
3. Presentation: State Auditor's Office
4. Resolution No. 570-21 - A resolution to adopt free transparency tools and public website access to financial information provisioned by the West Virginia State Auditor's Office in response to the ARP funding allocation.

ADJOURN

MINUTES

AMERICAN RESCUE PLAN ACT ADVISORY COMMITTEE MEETING AV ROOM #301, CITY HALL

5:30 P. M., SEPTEMBER 29, 2021

Mayor Amy Goodwin, Chairperson, called the meeting of the Charleston City American Rescue Plan Act Advisory Committee to order at 5:30p.m., September 29, 2021.

Committee Members Present:

Mayor Amy Goodwin, Chair
Becky Ceperley, Vice Chair
Ben Adams
Brent Burton
Mary Beth Hoover
Joe Jenkins
Bobby Reishman (left at 6:15)
Chad Robinson

Members Absent:

Caitlin Cook

Councilmembers Also Present:

None

A roll call was taken, and it was determined that a quorum was present.

September 29, 2021

1. Approval of Previous Minutes –

Councilmember Reishman motioned to approve the minutes for the previous meeting held on 5-26-2021. Councilmember Hoover seconded. With no objections, the previous minutes were approved.

2. Discussion of ARPA Application Review and Approval –

Mayor Goodwin stated that the reason the American Rescue Plan was created is to spur economic growth and development. The buckets and needs being discussed have come from feedback from Councilmembers and the public. Mayor Goodwin added that people will be able to submit the application in different ways. It was created after researching dozens of other cities' applications. It is comprehensive and user friendly.

City Manager, Jonathan Storage gave a presentation of the Administration's recommendations. Highlights of Storage's presentation:

- The three major buckets are: Economic Recovery (\$8,000,000), Health & Safe Communities (\$14,801,358) and Investing in Our City's Future (\$13,000,000).
- Economic Recovery/Businesses – include grants, new business incentives, façade grants and co-op kitchen.
- Economic Recovery/Tourism – include CVB Contribution, events, etc and incentives.
- Healthy and Safe Communities/Responding to Covid Pandemic – include overtime for essential workers, vaccination and testing supplies, etc.
- Healthy and Safe Communities/Housing – include rent aid/eviction relief, CLRA, demolitions and shelters.
- Healthy and Safe Communities/Mental Health and Substance Use Programs – include CARE Office, counseling and treatment programs.
- Healthy and Safe Communities/Food/Water – include food security, snap stretch and lunch programs.
- Healthy and Safe Communities/Youth Activities – include summer youth job programs and after-school programs.
- Healthy and Safe Communities/City Cleanliness – include temporary workers for Refuse, Parks & Rec and Spring Hill Cemetery and materials and supplies.
- Investing in Our City's Future/Parks – include turfing fields, pool upgrades and splash pad upgrades.
- Investing in Our City's Future/Public Safety – include feasibility study for a new public safety center and police and fire sign-on bonuses.
- Investing in Our City's Future/Road Infrastructure – include street and sidewalk repair.
- Investing in Our City's Future/Broadband – include expansion projects with public private partnerships.
- Administrative Costs – include law and accounting firms, grants coordinator and non-profit partnerships.

Councilmember Ceperley asked if grant money could be given to businesses owned by women and minorities. Storage replied that they would be able to give money to a non-profit in order to administer such a grant program.

Councilmember Jenkins expressed concern that they would spend money on design plans for a public safety center, but never actually build it. He asked if money would be set aside for the construction. Councilmember Reishman agreed. Councilmember Ceperley added that she was told that a design/build contract was more expensive. Councilmember Hoover added that sometimes it is best to get a design ready first so that you know how much money will be needed to raise money for it, adding that some grants require that a design be in place first. Storage added that the feasibility portion of the study would also help them decide where the structure would go. Councilmember Hoover added that it would be a good idea to put money aside in the event that they receive a match grant.

Councilmember Jenkins asked if amounts had been assigned to the sub-categories. Mayor Goodwin replied that they would prefer to see all of the proposals and applications first.

Councilmember Ceperley confirmed that City groups like the CLRA would not necessarily need to apply, but they would need to at least provide an outline/plan.

Councilmember Jenkins expressed concerns that the money will be “nickel and dimed” instead of having big, impactful project(s). Mayor Goodwin added that they are looking for requests that do have a big impact on the City. Additionally, they are looking for proposals that help multiple groups of people. Chief of Staff, Matt Sutton added that there are more pieces to the puzzle in that they are also looking to see if these proposals can be funded through other means (grants, etc.). Also, they are seeing ideas and projects that they would not have necessarily thought of.

Councilmembers Burton and Ceperley asked if all of the requests would go through the Advisory Committee. Storage replied that an option would be to have the Administration receive the requests, determine what qualifies, and send them to the Advisory Committee. Kanawha County Commission is doing something very similar. Councilmember Ceperley added that they are also publishing every application received online. Councilmember Robinson added that it would be appropriate for the responses to be filtered through the Advisory Committee, regardless of if they have final approval.

Storage added that the deadline is December 15, 2021. The Committee would meet again in January/February 2022 to consider the applications, although they will be previewed beforehand.

Councilmember Robinson motioned to adjourn the meeting.
Meeting adjourned.

1 Resolution No. 570-21

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3 Introduced in Council:

Adopted by Council:

4

5 December 6, 2021

6

7 Introduced by:

Referred to:

8

9 Courtney Persinger, Adam Knauff and
10 Shannon Snodgrass

ARPA Advisory Committee and
Finance Committee

11

12 Resolution No. 570-21 – Resolution to adopt free Transparency tools and public website access
13 to financial information provisioned by the West Virginia State Auditor’s Office in response to
14 the ARP Funding Allocation.

15

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

17

18 That Councilmembers and the Finance Director are hereby authorized and directed to engage
19 the West Virginia State Auditor’s Office in formulation of the City’s transparency website that
20 allows public view of city finances and allows for stakeholders to better manage and
21 administrate ARPA funding from the United States Treasury.

22

23 WHEREAS, effective immediately the City of Charleston City Council and all financial
24 stakeholders will begin deliberation and initiate formal communications with the State
25 Auditor’s Office (“SAO”) to understand website creation and data transfer process; and

26

27 WHEREAS, the SAO is authorized to engage the City of Charleston Finance Director and team to
28 demonstrate project outcomes, and explore Chart of Account and transaction level data
29 transfer possibilities; and

30

31 WHEREAS, the City’s Finance Director will aid the SAO in building and validating the platform
32 and website for internal and public use once extraction and data transfer occur; and

33

34 WHEREAS, the City’s Finance Director will engage the City’s Information Technology
35 Department to explore a real-time integration with the City’s accounting system; and

36

37 WHEREAS, the SAO is authorized to engage the City of Charleston City Council and all other
38 stake holders in trainings to demonstrate finished projects, and aid City Council in utilizing full-
39 use of the platform;

40 And

41

42 WHEREAS, the SAO may conduct and demonstrate public trainings to aid citizens in
43 understanding the platform to monitor ARPA expenses, and once completed will demonstrate
44 project outcomes to this Council; and

1 WHEREAS, the City of Charleston joins other large Cities in the State such as: Morgantown,
2 Wheeling, Fairmont, Parkersburg, Charles Town, Clarksburg and others in adopting this
3 software to better manage City finances, and to ensure accountability in Government for the
4 citizens of this City; therefore be it

5

6 RESOLVED, the City of Charleston will work collaboratively with the SAO to ensure a timely and
7 accurate product that allows the citizens of Charleston to view city finances and allows full-time
8 transparent monitoring of ARPA fund expenses, with a proposed project deliverable date of
9 02/01/22.