



The City of Morgantown

389 Spruce Street
Morgantown, West Virginia 26505
(304) 284-7439 Fax: (304) 284-7525
www.morgantownwv.gov

Office of the City Clerk

AMENDED AGENDA
MORGANTOWN CITY COUNCIL
REGULAR MEETING
April 21, 2020
7:00 p.m.

City buildings remain closed to the public to protect public health during the COVID-19 pandemic. Personal attendance at the meeting will not be permitted. When it is time, the public may participate by videoconference at the following link:

<https://cityofmorgantown.my.webex.com/cityofmorgantown.my/j.php?MTID=m7d4b797e4fadbcc76429c7b06b6848e2> with meeting number (access code) 799 045 542, and meeting password P3a8Kv7GaRZ (73285874 from phones or video systems) or by calling in at the following number 408-418-9388 and using the access code 799 045 542 and password 73285874.

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **PLEDGE TO THE FLAG:**
4. **APPROVAL OF MINUTES:** April 7, 2020, Special Meeting minutes; April 7, 2020, Regular Meeting minutes.
5. **CORRESPONDENCE:** Building Safety Month Proclamation and Municipal Clerk's Week Proclamation
6. **PUBLIC HEARINGS:**
 - A. AN ORDINANCE AUTHORIZING RECEIVERSHIP FOR UNSAFE STRUCTURES
 - B. AN ORDINANCE AMENDING THE FY 2019 - 2020 ANNUAL BUDGET OF THE CITY OF MORGANTOWN AS SHOWN IN THE REVISED BUDGET ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE AS THE SAME APPLIES TO THE GENERAL FUND
7. **UNFINISHED BUSINESS:**
 - A. Consideration of APPROVAL of (SECOND READING) of AN ORDINANCE AUTHORIZING RECEIVERSHIP FOR UNSAFE STRUCTURES (*First reading April 7, 2020*)
 - B. Consideration of APPROVAL of (SECOND READING) of AN ORDINANCE AMENDING THE FY 2019 - 2020 ANNUAL BUDGET OF THE CITY OF MORGANTOWN AS SHOWN IN THE REVISED BUDGET ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE AS THE SAME APPLIES TO THE GENERAL FUND (*First reading April 7, 2020*)
 - C. **BOARDS & COMMISSIONS:**

8. **PUBLIC PORTION WHICH SHALL BE SUBJECT TO RULES ESTABLISHED BY COUNCIL AND ADOPTED BY RESOLUTION:**
9. **SPECIAL COMMITTEE REPORTS:**
10. **CONSENT AGENDA:**
11. **NEW BUSINESS:**
 - A. Consideration of APPROVAL of (FIRST READING) of AN ORDINANCE AMENDING THE FY 2020-2021 ANNUAL BUDGET OF THE CITY OF MORGANTOWN AS SHOWN IN THE REVISED BUDGET ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE AS THE SAME APPLIES TO THE GENERAL FUND
 - B. Consideration of APPROVAL of THE RATES OF LEVY LAID BY THE CITY OF MORGANTOWN AND APPROVED BY THE STATE AUDITOR FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 IN ACCORDANCE WITH CHAPTER 11 ARTICLE 8 OF THE WEST VIRGINIA CODE
 - C. Consideration of APPROVAL of (FIRST READING) of AN ORDINANCE AUTHORIZING AN EASEMENT TO FRONTIER AT THE MORGANTOWN MUNICIPAL AIRPORT
12. **CITY MANAGER'S REPORT:**

Information:

 1. City's Update on the Coronavirus (COVID – 19) in West Virginia
 2. 2020 Census Operational Adjustments Due to COVID – 19
 3. Proposed Strategic Planning Session
 4. City's Research Focused Workweek Pilot and Telecommuting Policy

New Business:

 1. Appoint Interim City Manager
13. **REPORT FROM CITY CLERK:**
14. **REPORT FROM CITY ATTORNEY:**
15. **REPORT FROM COUNCIL MEMBERS:**
16. **ADJOURNMENT:**

For accommodations please contact us at (304) 284-7439

City of Morgantown

SPECIAL MEETING April 7, 2020

The Special Meeting of the Common Council of the City of Morgantown was held Via Zoom on Tuesday, April 7, 2020, at 6:03 p.m.

City buildings remain closed to the public to protect public health during the COVID-19 pandemic. Personal attendance at the meeting will not be permitted. The public may participate by videoconference at the following link: <https://zoom.us/j/465159109> with meeting ID 465 159 109 or by calling in to 646-558-8656 with meeting ID 465 159 109.

PRESENT: Via Zoom Mayor William A. Kawecki, Deputy Mayor Rachel Fetty, and Council Members Zackery Cruze, Jenny Selin, Ron Dulaney, Dave Harshbarger, and Barry Wendell.

The meeting was called to order by Mayor Kawecki.

EXECUTIVE SESSION: Pursuant to WV State Code Section 6-9A-4 (b) (2) (A) To discuss Personnel Matters in considering new appointments for Board and Commissions. Motion by Councilor Harshbarger, second by Councilor Cruze, to go into executive session. Motion carried by acclamation. Present: City Council. Time: 6:04 p.m.

Transit Authority Board of Directors

6:00 p.m. – Russel Rogerson

6:20 p.m. – Marly Hazen

ADJOURNMENT:

There being no further business, motion by Councilor Wendell, second by Councilor Cruze, to adjourn the meeting. Time: 7:06 p.m.

City Clerk

Mayor

City of Morgantown
389 Spruce Street, Morgantown, WV 26505

REGULAR MEETING
April 7, 2020

The Regular Meeting of the Common Council of the City of Morgantown was held in the Council Chambers via Zoom on Tuesday, April 7, 2020, at 7:20 p.m.

City buildings remain closed to the public to protect public health during the COVID-19 pandemic. Personal attendance at the meeting will not be permitted. The public may participate in the public portion by videoconference at the following link: <https://zoom.us/j/465159109> with meeting ID 465 159 109 or by calling in to 646-558-8656 with meeting ID 465 159 109. All members of the public may view the meeting on Channel 15 and by streaming hosted on the City's website at www.morgantownwv.gov. If you do not wish to speak at the meeting, please view it by these methods to conserve capacity on the videoconference. Any person who wishes to speak at the meeting may complete the form at <http://morgantownwv.gov/FormCenter/Public-Comment-Sign-Up-Sheet-14/Public-Comment-Morgantown-City-Council-R-58> or provide their name, phone number they will use to participate, and the topic on which they would like to speak by texting 304-288-0847 or calling 304-288-7072. You may sign up to speak at any time until the meeting begins. Additionally, the public may submit written comments for the public portion of the meeting by sending written comments via email to the City Clerk at cwade@morgantownwv.gov. In the email, please use the subject line "Public Comment 04/07/2020" and indicate in the body of the email if you would like your comment read aloud during the public portion of the meeting.

PRESENT: Via Zoom were City Manager Paul Brake, Assistant City Manager Emily Muzzarelli, City Attorney Ryan Simonton, City Clerk Christine Wade, Deputy Clerk Heather Carl, Mayor William A. Kawecki, Deputy Mayor Rachel Fetty, and Council Members Zackery Cruze, Jenny Selin, Ron Dulaney, Dave Harshbarger, and Barry Wendell.

The meeting was called to order by Mayor Kawecki.

Deputy Mayor Fetty shared that everyone should be obeying the "Stay at Home Order" by the Governor.

APPROVAL OF MINUTES: March 24, 2020, Special Meeting minutes; March 24, 2020, Regular Meeting minutes; March 31, 2020, Committee of the Whole Meeting minutes were approved as printed by consensus.

CORRESPONDENCE: Mayor Kawecki presented the proclamation for Fair Housing Month and proclaimed the month of April 2020 to be Fair Housing Month for the City of Morgantown. Mayor Kawecki presented a proclamation to Executive Director Jason Keeling for American Red Cross Month and proclaimed March 2020 as American Red Cross Month for the City of Morgantown. Jason Keeling presented information on the ways the American Red Cross have helped the community during this time in need.

PUBLIC HEARING: None

UNFINISHED BUSINESS: None

BOARDS & COMMISSIONS:

Motion by Councilor Cruze, second by Councilor Wendell, to appoint by consensus, Marly Hazen to the Transit Authority Board of Directors.

PUBLIC PORTION:

Mayor Kawecki declared the Public Portion open.

City Clerk Christine Wade read a written comment sent by Susan Case. She expressed concern for the lack of community compliance to the Stay-at-Home order by Governor Justice. She requested council to enact the COVID – 19 emergency ordinance.

There being no other speakers, Mayor Kawecki declared the Public Portion closed.

SPECIAL COMMITTEE REPORTS: None

City of Morgantown

CONSENT AGENDA: None

NEW BUSINESS:

AN ORDINANCE AUTHORIZING A ZONING AMENDMENT FOR THE RONALD MCDONALD HOUSE: The below entitled Ordinance was presented for first reading.

AN ORDINANCE PROVIDING FOR THE ZONING RECLASSIFICATION OF CERTAIN PARCELS OF REAL ESTATE IN THE FOURTH AND SEVENTH WARDS OF THE CITY OF MORGANTOWN FROM R-1, SINGLE-FAMILY RESIDENTIAL DISTRICT AND R-3, MULTIFAMILY RESIDENTIAL DISTRICT TO B-2, SERVICE BUSINESS DISTRICT BY AMENDING ARTICLE 1331 OF THE PLANNING AND ZONING CODE OF THE CITY OF MORGANTOWN AS SHOWN ON THE EXHIBIT HERETO ATTACHED AND DECLARED TO BE A PART OF THIS ORDINANCE AS IF THE SAME WERE FULLY SET FORTH HEREIN

Development Services Director Chris Fletcher explained, after discussion, motion by Councilor Selin, second by Councilor Harshbarger, to approve the above entitled Ordinance to second reading. Motion carried 7-0.

AN ORDINANCE AUTHORIZING RECEIVERSHIP FOR UNSAFE STRUCTURES: The below entitled Ordinance was presented for first reading.

AN ORDINANCE AUTHORIZING RECEIVERSHIP FOR UNSAFE STRUCTURES

City Manager Paul Brake explained, motion by Councilor Harshbarger, second by Deputy Mayor Fetty, to approve the above entitled Ordinance to second reading. Motion carried 7-0.

AN ORDINANCE AMENDING THE FY 2019 – 2020 ANNUAL BUDGET: The below entitled Ordinance was presented for first reading.

AN ORDINANCE AMENDING THE FY 2019 – 2020 ANNUAL BUDGET OF THE CITY OF MORGANTOWN AS SHOWN IN THE REVISED BUDGET ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE AS THE SAME APPLIES TO THE GENERAL FUND

City Manager Paul Brake explained, after discussion, motion by Councilor Selin, second by Deputy Mayor Fetty, to approve the above entitled Ordinance to second reading. Motion carried 7-0.

CITY MANAGER'S REPORT:

Information:

A. City's update on the Coronavirus (COVID – 19) in West Virginia

At Tuesday's meeting, he gave an update on the latest information from the State of West Virginia and Joint Information Command (JIC) of the Monongalia County Health Department. As you have seen from emails to the city staff, the deadline for the remote work has been adjusted until April 30, 2020. This is in keeping with Governor Justice's stay-at-home and the additional measures to prevent the spread of COVID – 19.

City Manager Paul Brake updated council on the city's response to COVID – 19. The updates consisted of information from the Joint Information Command of the Monongalia County Health Department, as well as information on how the city is complying with Governor Justices' Executive Order that went into effect on April 7, 2020.

City Manager Paul Brake stated that since the Governor has enacted an Executive Order, the city's emergency ordinance has been eliminated. It allows law enforcement to impose more punitive measures than the city ordinance.

City Manager Paul Brake announced that the Morgantown Municipal Airport Air Carrier, Southern Airways, plans to cut the weekly number of flights in half due to the COVID – 19, to take the precautionary measures.

City of Morgantown

B. 2020 Census Update

City Manager Paul Brake provided an update on the 2020 Census and mentioned that for every 10 people not counted, the community could lose up to \$200,000 in federal funding for the next ten-years. He also stated that WVU is taking measures to make sure all is WVU students are counted.

New Business:

A. Proposed Strategic Planning Session

As discussed in a previous email to City Council, he recommended that council reconvene a strategic planning session or retreat through our precious facilitator, Julia Novak, sometime in June or July. This is Vitaly important given the impending transition (of my departure to Ms., Muzzarelli taking over as interim City Manager) and the likely continued financial impacts of the COVID – 19 pandemic. The use of Novak will assist the City in developing strategic priorities during the unprecedented time. During the current period of flux, he is sensing greater uneasiness of the unknown. This process will help City Council and department directors to define the knowns and think-through the difficult decisions that lie ahead. Stability and solid decision-making help guide the organization through these difficult times.

The cost of the proposal is \$12,500 and it is cost neutral that is coming out of the City Manager's budget. With the upcoming turnover, savings from this vacancy will cover the cost of the consulting service, executive search for a successor city manager and, finally the additional salary for the forthcoming interim City Manager. He recommends City Council to approve the proposal as presented.

City Manager Paul Brake will be departing with the City of Morgantown and he suggested council to continue with the strategic planning session with Julie Novack. Ms. Novak will assist the city in developing strategic priorities during the COVID – 19 crises.

REPORT FROM CITY CLERK:

City Clerk Christine Wade stated that the application deadline for the Entry Level Police Officer has been extended to June 19, 2020, and the test date was rescheduled to June 27, 2020. She also stated that Deputy Clerk Heather Carl and herself are working from home and that if anyone needs to reach us for any reason, they can contact us via email or phone.

REPORT FROM CITY ATTORNEY:

City Attorney Ryan Simonton stated that the City Attorney's office and city staff have been working with the Community Development Block Grant and Federal Emergency Management Agency for disaster relief funds regarding COVID – 19. CDBG funding will allocate \$251,333 to the City. The Finance Department and City of Morgantown will be applying for FEMA disaster relief funds.

REPORT FROM COUNCIL MEMBERS:

DEPUTY MAYOR FETTY: Deputy Mayor Fetty thanked City Personnel, the public, the Caritas House, United Way and all those that have been helping others during this time. She talked about social distancing and playgrounds where children have been playing during this stay-at-home order by the Governor. She announced that there will be an Earth Day poster competition. She mentioned she had a positive experience with the CEO of Mon Health Medical Center Mr. Goldberg. She thanked Mr. Goldberg and everyone in the healthcare field for all they have been doing on the frontlines.

COUNCILOR CRUZE: Councilor Cruze announced that if you are part of or manage a non-profit organization the Community Round Table is holding a virtual round table gathering on Thursday, April 9, 2020, at 2:00 p.m. and they will be going over the provisions that can support non-profits along with employee tax credits. He stated that during the stay-at-home order the Morgantown Public Library is temporarily allowing those with library cards the use of their online services. He also stated that during this time if you are feeling isolated and alone or if you are feeling anxious or depressed you may text Home to 741741 to be contacted by a counselor. For more information, you can contact the Crisis Hotline webpage.

COUNCILOR SELIN: Councilor Selin thanked those who are working on the frontlines and using caution with all the appropriate clothing to protect themselves and others. She asked if the Communications Department could add to the city webpage information regarding social distancing and playgrounds that are closed within the city limits. She appreciates how the City is doing their job no matter where they are working.

COUNCILOR DULANEY: No Report

City of Morgantown

COUNCILOR HARSHBARGER: Councilor Harshbarger noted that good news has been coming out of Charleston and from WVU Medicine regarding the sheltering in place and good practice of social distancing and good hygiene. He shared that case numbers will most likely peak 2-weeks short of the original predicted date of May 1, 2020. He announced to everyone to keep up the good work.

COUNCILOR WENDELL: Councilor Wendell provided the following.

"This was a hard week". Passover starts tomorrow night. Normally we would gather with friends and family for the seder, the Passover meal, but this year we can't. My sister was supposed to visit from Maryland, but she had to cancel. Tree of Life Congregation will hold a seder online at 5:30 tomorrow from our home with Rabbi Joe Hample and special guests Henry Hample from Louisiana and retired cantorial soloist Barry Wendell. The seder will be broadcasted on Facebook from the page "Tree of Life Congregation-Morgantown, WV" at 5:30 P.M.

Our Christian neighbors will be observing Good Friday and Easter this week. Like with Passover, people have been advised not to gather in large groups, making these holidays different from other years. Some churches (and some synagogues) have said they will gather in spite of the restrictions placed on large groups. Please don't do this. It is not safe.

Hopefully, we will look back from the future to this time, and we will have learned to feel compassion for our neighbors and found new spiritual strength. "He wished everyone a safe and holy week".

MAYOR KAWECKI: Mayor Kawecky thanked all city employees and commended the way the City is working during this time. He thanked City Manager Paul Brake for all that he has done so far since he has been with the city.

EXECUTIVE SESSION: Pursuant to West Virginia Code Section 6-9A-4(b) (9) to discuss acquisition of Real Estate in the Second Ward. Motion by Councilor Wendell, second by Councilor Selin, to go into executive session. Motion carried by acclamation. Present: City Manager, Assistant City Manager, City Attorney, and City Council. Time: 9:00 p.m.

EXECUTIVE SESSION: Pursuant to West Virginia Code Section 6-9A-4(b) to discuss potential or pending litigation.

ADJOURNMENT: There being no further business, motion by Councilor Wendell, second by Councilor Cruze, to adjourn the meeting. Time: 10:30 p.m.

City Clerk

Mayor



The City of Morgantown

Proclamation

Office of the Mayor

- Whereas,* our City of Morgantown is committed in recognizing our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster, and;
- Whereas,* our confidence in the structural integrity of these buildings that make up our community is achieved through the devotion of vigilant guardians – building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry – who work year-round to ensure safe construction of buildings, and;
- Whereas,* these guardians are dedicated members of the International Code Council, a U.S. based organization, that brings together local, state and federal officials that are experts to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play, and;
- Whereas,* our nation benefits economically and technologically from using the International Codes that are developed by a national, voluntary consensus codes and standards developing organization, our government is able to avoid the high cost and complexity of developing and maintaining these codes, which are the most widely adopted building safety and fire prevention codes in the world, and;
- Whereas,* these modern building codes include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes; which, according to a FEMA-commissioned study by the National Institute of Building Sciences, provide \$11 in future mitigation benefits for every dollar invested, and;
- Whereas,* Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety – our local code officials – who assure us of safe, efficient and livable buildings that are essential to America's prosperity, and;
- Whereas,* "No Code. No Confidence." the theme for Building Safety Month 2020, encourages all Americans to raise awareness of the importance of safe and resilient construction; fire prevention; disaster mitigation, and new technologies in the construction industry. Building Safety Month 2020 encourages appropriate steps everyone can take to ensure the safety of our built environment, and recognizes that the implementation of safety codes by local and state agencies has saved lives and protected homes and businesses, and;
- Whereas,* each year, in observance of Building Safety Month, Americans are asked to consider the commitment to improve building safety and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

Now therefore, I, William A. Kawecki, Mayor of the City of Morgantown, West Virginia, on this 21st day of April do hereby proclaim the month of May 2020 as

Building Safety Month

Accordingly, I encourage our citizens to join with their communities in participation in Building Safety Month activities.



William A. Kawecki
William A. Kawecki, Mayor



The City of Morgantown

389 Spruce Street
Morgantown, West Virginia 26505
(304) 284-7439

Proclamation

- Whereas*, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world and is the oldest among public servants; and
- Whereas*, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and
- Whereas*, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and
- Whereas*, The Municipal Clerk serves as the information center on functions of local government and community; and
- Whereas*, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations; and
- Whereas*, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

Now, Therefore, I, William A. Kawecki, Mayor of the City of Morgantown, on behalf of the City Council on this 21st day of April, do recognize the week of May 3 through May 9, 2020, as:

Municipal Clerks Week

and further extend appreciation to our Municipal Clerk, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Seal:



William A. Kawecki
William A. Kawecki, Mayor

AN ORDINANCE AUTHORIZING RECEIVERSHIPS FOR UNSAFE STRUCTURES

WHEREAS, the West Virginia legislature adopted House Bill 4797, effective June 5, 2020, authorizing municipalities to adopt an ordinance authorizing the placement of certain unsafe structures into receivership; and

WHEREAS, the City of Morgantown desires to amend its Unsafe Structures Code to add this legislative authority;

NOW, THEREFORE, The City of Morgantown hereby ordains that Section 1719.07 of the City Code is amended as follows:

1719.07 OWNER RESPONSIBILITY FOR COSTS.

(a) The owner of any dwelling or building under determination of the State Fire Marshal, as provided in West Virginia Code Section 29-3-12, or under order of the Code Enforcement Agency of the City, shall be required to pay for the costs of repairing, altering, or improving, or of vacating and closing, removing or demolishing any dwelling or building.

(b) The municipal court may, upon application by a Code Enforcement Agency Official, place a structure, dwelling, or building into receivership when the following circumstances are present:

(A) The owner cannot be located after reasonable inquiry by the code enforcement agency as required by this section or if the owner refuses entry.

(B) The code enforcement agency has obtained an administrative search warrant from either the municipal court or the magistrate court located in the jurisdiction of the municipality or county where the structure, dwelling, or building is located;

(C) Upon entry, the code enforcement agency has determined that the structure, dwelling, or building is salvageable and does not require immediate demolition; and

(D) The code enforcement agency has proffered to the court that the structure, dwelling or building will require demolition or presents a substantial threat to nearby structures, property, or residents due to risk of fire, structural instability, or attractive nuisance if it is not repaired, altered, or improved in the near future.

If all of these circumstances are present, the municipal court may place the structure, dwelling, or building into receivership with the municipality or another entity that is capable of making the necessary repairs, alterations, and improvements to the structure, dwelling, or building. Any owner of the structure, dwelling, or building may petition the municipal court to terminate the receivership at any time and, upon showing that the owner will either demolish the structure, dwelling, or building or make the necessary repairs, alterations, and improvements to the satisfaction of the code enforcement agency, the municipal court may terminate the receivership.

~~(b)~~ (c) In addition to any other rights provided by law, the City may file a lien against the real property in question for an amount that reflects all costs incurred by the City for repairing, altering, or improving, or of vacating and closing, removing or demolishing any dwelling or building.

This ordinance shall be effective June 5, 2020.

FIRST READING:

Mayor

SECOND READING:

ADOPTED:

Clerk

FILED:

AN ORDINANCE AMENDING THE FY 2019-2020 ANNUAL BUDGET OF THE CITY OF MORGANTOWN AS SHOWN IN THE REVISED BUDGET ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE AS THE SAME APPLIES TO THE GENERAL FUND.

The City of Morgantown hereby ordains:

That the FY 2019-2020 Annual Budget of the General Fund of the City of Morgantown is amended as shown in the revised budget (Revision 03) attached hereto and made a part of this ordinance.

First Reading:

Adopted:

Mayor

Filed:

Recorded:

City Clerk

**CITY OF MORGANTOWN
GENERAL FUND - REVISION 03
FY 2019-2020**

ACCT NO	REVENUES	BUDGET FY20	PROPOSED REV 03	PROPOSED	
				AMENDED BUDGET	EXPLANATION OF PROPOSED ADJUSTMENTS
366	State Grants WVDEP-REAP	-	36,786	36,786	REAP grant funding for part-time Recycling Manager and programs
381	Reimbursement	-	2,500	2,500	Reimbursement from Republic Services for part-time Recycling Manager
308	Hotel Occupancy Tax	1,000,000	(150,000)	850,000	50% reduction to quarterly revenue. Local hotel occupancy is down 90%.
			(110,714)		
PROPOSED AMENDED BUDGET					
ACCT NO	EXPENDITURES	BUDGET FY20	PROPOSED REV 03	PROPOSED AMENDED BUDGET	EXPLANATION OF PROPOSED ADJUSTMENTS
699	Contingency	381,384	(108,500)	272,884	Excess of total revenues to total expenses, up to 10% of General Fund budget allowed to be carried as Contingency amount.
410	City Council	53,018	15,500	68,518	City Council strategic planning session - fee and travel
415	City Clerk	178,499	7,500	185,999	Amount needed to implement new codification software and annual maintenance
422	Human Resources	398,710	48,000	446,710	Executive coaching for employee, recruiting firm for CM position, and moving costs for new Arts Director
566	Contribution - CVB	500,000	(75,000)	425,000	50% of Hotel Occupancy Tax reduction
567	Contribution - BOPARC	207,900	(37,500)	170,400	25% of Hotel Occupancy Tax reduction
802	Recycling	-	39,286	39,286	Cost for salary and training and recycling programs as result of REAP grant and reimbursement from Republic Services for Recycling Intern
			(110,714)		

Ora Ash, Deputy State Auditor
 West Virginia State Auditor's Office
 153 West Main Street, Suite C
 Clarksburg, WV 26301
 Phone: 627-2415 ext. 5114
 Fax: 627-2417

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-28a)

CONTROL NUMBER
 Fiscal Year Ending: **2019-2020**
 Fund: **General**
 Revision Number: **3**
 Pages: **1 of 1**

City of Morgantown
 GOVERNMENT ENTITY
 389 Spruce Street
 STREET OR PO BOX
 Morgantown 26508
 CITY ZIP CODE

Municipality
 Government Type

Person To Contact Regarding Request:

Name: **James M. Goff**
 Phone: **304-284-7407**
 Fax: **304-284-7418**

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
308	Hotel Occupancy Tax	1,000,000		150,000	850,000
366	State Government Grants		36,786		36,786
381	Reimbursements		2,500		2,500
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			-110,714		

Explanation for Account # 378, Municipal Specific:
 Explanation for Account # 369, Contributions from Other Funds:

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
410	City Council	53,018	15,500		68,518
415	City Clerk	178,499	7,500		185,999
422	Personnel Office	398,710	48,000		446,710
699	Contingencies*	381,384		108,500	272,884
802	Recycling Center		39,286		39,286
900	Parks & Recreation	1,655,900		37,500	1,618,400
901	Visitors Bureau	500,000		75,000	425,000
	#N/A				
NET INCREASE/(DECREASE) Expenditures			-110,714		

APPROVED BY THE STATE AUDITOR

BY: Deputy State Auditor, Local Government Services Division Date

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE

AN ORDINANCE AMENDING THE FY 2020-2021 ANNUAL BUDGET OF THE CITY OF MORGANTOWN AS SHOWN IN THE REVISED BUDGET ATTACHED HERETO AND MADE A PART OF THIS ORDINANCE AS THE SAME APPLIES TO THE GENERAL FUND.

The City of Morgantown hereby ordains:

That the FY 2020-2021 Annual Budget of the General Fund of the City of Morgantown is amended as shown in the revised budget (Revision 01) attached hereto and made a part of this ordinance.

First Reading:

Adopted:

Mayor

Filed:

Recorded:

City Clerk

CITY OF MORGANTOWN					
GENERAL FUND - REVISION 01					
FY 2020-2021					
ACCT		BUDGET	PROPOSED	PROPOSED	
NO	REVENUES	FY21	REV 01	AMENDED BUDGET	EXPLANATION OF PROPOSED ADJUSTMENTS
305	B&O Tax Regular	13,900,000	(1,390,000)	12,510,000	10% decline for full year
306	Wine & Liquor Tax	625,000	(156,000)	469,000	25% decline - bars and restaurants closures
308	Hotel Occupancy Tax	1,100,000	(275,000)	825,000	25% decline - hotel occupancy rates are down approximately 90%
309	Amusement Tax	10,000	(2,500)	7,500	25% decline
314	Municipal Sales & Use Tax	1,268,812	(127,000)	1,141,812	10% decline for full year
397	Video Lottery	110,000	(27,500)	82,500	25% decline
376	Gaming Income	11,000	(2,500)	8,500	25% decline
329	Inspection Fees Housing	215,000	(120,000)	95,000	Removal of revenue associated with annual inspection for rentals
341	Municipal Service Fee	4,600,000	(460,000)	4,140,000	10% decline for full year
380	Interest Revenue	80,000	(40,000)	40,000	50% decline - interest rate cut and lower cash balances
365	Federal Grant - Fire Equipment	65,000	(15,000)	50,000	Reduced per Fire Department Capital Outlay reduction
299	Unassigned Fund Balance	1,180,000	(500,000)	680,000	Estimate of the FY 2020 decline in revenues will result in a lower
			(3,115,500)		
ACCT		BUDGET	PROPOSED	PROPOSED	
NO	EXPENDITURES	FY21	REV 01	AMENDED BUDGET	EXPLANATION OF PROPOSED ADJUSTMENTS
699	Contingency	235,879	369,694	605,573	Excess of total revenues to total expenses, up to 10% of General Fund budget allowed to be carried as Contingency amount
409	Mayor	11,282	(2,260)	9,022	25% reduction in salary for full year
410	City Council	56,438	(3,500)	52,938	Cut National League of Cities membership
412	City Manager	996,368	(102,034)	894,334	Reductions include interns, pay increases, travel & training, and contracted services
414	Finance	1,157,921	(57,829)	1,100,092	Reductions include pay increases, travel & training, contracted & professional services, and capital outlays
415	City Clerk	232,884	(4,465)	228,419	Travel and training reductions
416	Municipal Court	311,174	(20,998)	290,176	Reductions include intern, travel & training, and capital outlays
420	Engineering	611,463	(233,477)	377,986	Reductions include two frozen staff positions, travel & training, and contracted & professional services
422	Human Resources	408,130	(68,794)	339,336	Reductions include pay increases, employee wellness, and capital outlays
436	Code	1,392,349	(94,356)	1,297,993	Reduction includes one new FTE based on removal of annual rental inspections
437	Planning	439,703	(119,047)	320,656	Reductions include one frozen staff position, travel & training, professional services, and capital outlays
438	Elections	31,661	(1,534)	30,127	General duties performed by City Clerk Department
439	Information Tech	551,547	(51,441)	500,106	Reductions include intern, overtime, travel & training, and capital outlays
440	City Hall	789,813	(29,465)	760,348	Reductions include overtime and contracted services
444	Capital Escrow - MSF	1,800,000	(500,000)	1,300,000	Reallocation of MSF revenue from Public Works and Police equipment to Police Department staffing costs
444	Capital Escrow - B&O Construction	2,746,000	(730,790)	2,015,210	Deferred capital improvements and reduction to agency allocations
700	Police	9,374,945	(486,226)	8,888,719	Reductions include five frozen staff positions, overtime, travel & training, and operating supplies
706	Fire	6,989,607	(244,573)	6,745,034	Reductions include travel & training, operating supplies, and capital outlays
750	Street	2,891,949	(235,692)	2,656,257	Reductions include one frozen staff position, travel & training, operating supplies, and maintenance costs
752	Signs and Signals	804,287	(34,219)	770,068	Reduction includes overtime
754	Equipment Maintenance	634,686	(16,355)	618,331	Reductions include overtime and operating supplies
759	Contribution - Mountain Line	356,500	(35,650)	320,850	10% reduction in allocation
900	Contribution - BOPARC	1,514,000	(81,000)	1,433,000	6% reduction in allocation
900	Contribution - BOPARC	232,900	(68,750)	164,150	25% of Hotel Occupancy Tax reduction
901	Contribution - CVB	550,000	(137,500)	412,500	50% of Hotel Occupancy Tax reduction
916	Contribution - Library	845,581	(47,844)	797,737	6% reduction in allocation
950	Urban Landscape	313,893	(77,395)	236,498	Reductions include one new FTE, pay increase, and interns
			(3,115,500)		

General Fund**Budget Revision #1 Expenditure Reduction Detail****Expenditures Adjustments by Type**

COLA elimination	353,000	Current budget includes 2.5% at approximate cost of \$353,000
Remove new FTE's	111,630	Urban Landscape and Code
Remove interns for all departments	63,600	City Manager, GIS, Communications, Court, Engineering, IT and Urban Landscape
Remove summer weed crew	62,700	Street department temporary FT summer help
Remove other pay increases	52,880	Finance, HR, CM, UL and Code
Vacant positions not filled	312,040	Engineering, Planning, and Street - 4 positions frozen for FY 2021
Vacant Police positions not filled	314,100	5 of 10 vacant positions frozen for FY 2021
Cut overtime	191,750	Reduction primarily based on Department Head feedback
Travel & training	101,500	Department Head reductions
Dues & subscriptions	4,500	Department Head reductions
Employee wellness	15,000	Department Head reductions
Contracted services	59,500	Department Head reductions
Professional services	65,000	Department Head reductions
Supplies	38,350	Department Head reductions
Capital outlays	92,000	Department Head reductions
Other expenditures	48,587	Department Head reductions
BOPARC	81,000	No increase in funding from FY 2020
BOPARC - Hotel Occupancy Tax	68,750	25% allocation reduced based on projected 25% reduction in tax revenue
CVB - Hotel Occupancy Tax	137,500	50% allocation reduced based on projected 25% reduction in tax revenue
Library	47,863	No increase in funding from FY 2020
Mountain Line reduction	35,650	Reduce funding 10% from FY 2020
Capital Escrow - B&O Construction	500,000	Deferred capital improvements
Capital Escrow - Municipal Service Fee	500,000	Deferred Police and Public Works equipment purchases
Capital Escrow - Agency Allocations	230,790	Cut new requests and additional amount requests to agencies for FY 2021
Total Expenditure Adjustment	3,487,690	
Contingency account addition	372,190	Increases balance to \$605,573
Total Expenditure Budget Revision #1	<u>3,115,500</u>	

EXPENDITURES (CONT'D)

LGSD: BR City of Morgantown

City of Morgantown

CONTROL NUMBER:

2020-2021

General

1

BUDGET REVISION REQUEST-SUPPLEMENT

FY

FUND

REV#

ACCOUNT NUMBER	ACCOUNT CATEGORY	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
439	Data Processing	551,547		51,441	500,106
440	City Hall	789,813		29,465	760,348
444	Contributions / Transfers to Other Funds	5,608,519		1,230,790	4,377,729
699	Contingencies*	235,879	369,694		605,573
700	Police Department	9,374,945		486,226	8,888,719
706	Fire Department	6,989,607		244,573	6,745,034
750	Streets and Highways	2,891,949		235,692	2,656,257
752	Signs and Signals	804,287		34,219	770,068
754	Central Garage	634,686		16,355	618,331
759	Public Transit	356,500		35,650	320,850
900	Parks & Recreation	1,746,900		149,750	1,597,150
901	Visitors Bureau	550,000		137,500	412,500
916	Library	845,581		47,844	797,737
950	Beautification Programs	313,893		77,395	236,498
	#N/A				
NET INCREASE/(DECREASE) Expenditures (this page)					-2,407,206

REQUEST FOR REVISION TO APPROVED BUDGET

Ora Ash, Deputy State Auditor
 West Virginia State Auditor's Office
 153 West Main Street, Suite C
 Clarksburg, WV 26301
 Phone: 627-2415 ext. 5114
 Fax: 627-2417

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
 Fiscal Year: **2020-2021**
 Ending: **General**
 Fund: **1**
 Revision Number: **1**
 Pages: **1 of 1**

City of Morgantown
 GOVERNMENT ENTITY

389 Spruce Street
 STREET OR PO BOX

Municipality
 Government Type

Person To Contact Regarding Request:

Name: **James M. Goff**

Phone: **304-284-7407**

Fax: **304-284-7418**

Morgantown 26508
 CITY ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
299	Unassigned Fund Balance	1,180,000		500,000	680,000
305	Business and Occupation Tax	16,646,000		1,390,000	15,256,000
306	Wine & Liquor Tax	625,000		156,000	469,000
308	Hotel Occupancy Tax	1,100,000		275,000	825,000
309	Amusement Tax	10,000		2,500	7,500
314	Sale Tax	1,268,812		127,000	1,141,812

NET INCREASE/(DECREASE) Revenues (ALL PAGES) -3,115,500

Explanation for Account # 378, Municipal Specific:
 Explanation for Account # 369, Contributions from Other Funds:

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
409	Mayor's Office	11,282		2,260	9,022
410	City Council	56,438		3,500	52,938
412	City Manager's Office	996,368		102,034	894,334
414	Finance Office	1,157,921		57,829	1,100,092
415	City Clerk	232,884		4,465	228,419
416	Police Judge's Office	311,174		20,998	290,176
420	Engineering	611,463		233,477	377,986
422	Personnel Office	408,130		68,794	339,336
436	Building Inspection	1,392,349		94,356	1,297,993
437	Planning & Zoning	439,703		119,047	320,656
438	Elections	31,661		1,534	30,127

NET INCREASE/(DECREASE) Expenditures -3,115,500

APPROVED BY THE STATE AUDITOR

BY: Deputy State Auditor, Local Government Services Division Date

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE

**MUNICIPALITY OF MORGANTOWN, WEST VIRGINIA
LEVY ORDER AND RATE SHEET
2020 - 2021**

**The following is a true copy from the record of orders entered by this entity
on the 21 day of April, 2020.**

SIGNATURE: _____

Municipal Clerk or Recorder

	Column E		
Current Year	Certificate of Valuation	Levy	Taxes
	Assessed Value for Tax Purposes	Rate/\$100	Levied
Class I			
Personal Property	\$ _____ 0	12.500	\$ _____ 0
Public Utility	_____ 0		_____ 0
Total Class I	\$ _____ 0		\$ _____ 0
Class II			
Real Estate	\$ _____ 466,270,610	25.000	\$ _____ 1,165,677
Personal Property	_____ 1,446,930		_____ 3,617
Total Class II	\$ _____ 467,717,540		\$ _____ 1,169,294
Class IV			
Real Estate	\$ _____ 556,578,710	50.000	\$ _____ 2,782,894
Personal Property	_____ 182,245,475		_____ 911,227
Public Utility	_____ 71,402,728		_____ 357,014
Total Class IV	\$ _____ 810,226,913		\$ _____ 4,051,135
Total Value & Projected Revenue	\$ _____ 1,277,944,453		\$ _____ 5,220,429
Less Delinquencies, Exonerations & Uncollectable Taxes		4.00%	208,817
Less Tax Discounts		1.00%	50,116
Less Allowance for Tax Increment Financing - see worksheet (Subtracted from regular current expense taxes levied only)			446,462
Total Projected Property Tax Collection			4,515,034
Less Assessor Valuation Fund (Subtracted from regular current expense taxes levied only)		2.00%	90,301
Net Amount to be Raised by Levy of Property Taxes For Budget Purposes			\$ _____ 4,424,733

**AN ORDINANCE AUTHORIZING AN EASEMENT TO FRONTIER AT THE
MORGANTOWN MUNICIPAL AIRPORT**

The City of Morgantown hereby ordains that the City Manager is authorized to execute the attached easement agreement, which is incorporated by reference into this Ordinance, together with any ancillary documents necessary to the easement.

This ordinance is effective upon adoption.

First Reading:

Mayor

Second Reading:

Adopted:

Clerk

Filed:

RIGHT-OF-WAY AND EASEMENT AGREEMENT

THIS RIGHT-OF-WAY AND EASEMENT AGREEMENT, made and executed this ____ day of _____, 2020, by and between THE CITY OF MORGANTOWN, West Virginia, a municipal corporation, party of the first party, GRANTOR, and FRONTIER WEST VIRGINIA INC., a West Virginia corporation duly authorized to conduct business in the state of West Virginia, party of the second part, GRANTEE.

WITNESSETH: That for and in consideration of the payment of **Two Thousand Two Hundred Seventy-Eight Dollars and eighty cents (\$2,278.80)**, cash in hand paid, the receipt of which is hereby acknowledged, and other good and valuable consideration hereinafter detailed, GRANTOR does now hereby grant and convey unto the GRANTEE, its successors and/or assigns, a non-exclusive right-of-way and easement for the laying, relaying, constructing, reconstructing, placing, replacing, repairing, operating, maintaining, and removing the following:

- (1) 791 linear feet, more or less, 1 – 2” BURIED INNERDUCT
- (2) 791 linear feet, more or less, 1 – COPPER CABLE WITH PULL STRING
- (3) Related facilities that are necessary and appurtenant to the facilities identified in the foregoing paragraphs (1) to (2), provided that such facilities are placed underground or are authorized by a Determination of No Hazard to Air Navigation issued by FAA

in and upon the part of the property of Grantor described herein and lying and being within the Sixth Ward of the City of Morgantown, Monongalia County, West Virginia, and shown on Tax Map 32A, Parcel 1, being a part of the property conveyed to The City of Morgantown in a deed of record with the Office of the Clerk of Monongalia County at Deed Book 364, page 469 (the “Property”).

The right-of-way and easement shall encompass the following area (the “Easement Area”):

15’ Permanent Utility Easement

Beginning at an existing Mon Power utility pole bearing number H3-379 which bears, North 21 degrees 54 minutes 50 seconds West, a distance of 16.63 feet from a gate post found in the lands of N/F City of Morgantown (Tax Map 32A Parcel 1 Deed Book 364 Page 469);
Thence, through said N/F City of Morgantown (Parcel 1) for thirteen (13) lines, North 35 degrees 41 minutes 45 seconds East, a distance of 19.96 feet to a proposed utility pole;
Thence, North 65 degrees 28 minutes 50 seconds East, a distance of 16.73 feet to a point;
Thence, North 52 degrees 57 minutes 17 seconds East, a distance of 12.70 feet to a point;
Thence, North 41 degrees 14 minutes 39 seconds East, a distance of 10.95 feet to a point;
Thence, North 22 degrees 10 minutes 30 seconds East, a distance of 27.34 feet to a point;
Thence, North 04 degrees 06 minutes 16 seconds East, a distance of 227.72 feet to a point;
Thence, North 08 degrees 22 minutes 49 seconds East, a distance of 107.99 feet to a point;
Thence, North 09 degrees 12 minutes 03 seconds East, a distance of 58.40 feet to a point;
Thence, North 19 degrees 33 minutes 32 seconds East, a distance of 7.50 feet to a point;
Thence, North 19 degrees 32 minutes 38 seconds East, passing through a Proposed Underground Electric pull box at a distance of 7.50 feet for a total distance 19.96 feet to a point, said proposed

permanent utility easement width for this call is 15.00 feet left and 7.50 feet right for a total width of 22.50 feet;
Thence, North 19 degrees 31 minutes 44 seconds East, a distance of 90.61 feet to a point;
Thence, North 22 degrees 45 minutes 27 seconds East, a distance of 99.73 feet to a point;
Thence, North 28 degrees 49 minutes 41 seconds East, a distance of 8.43 feet to a point on the CL of a Proposed 10' Permanent Utility Easement;
Thence, leaving said CL of Proposed 10' Permanent Utility Easement and continuing through said N/F City of Morgantown (Parcel 1) for six (6) lines, North 28 degrees 52 minutes 23 seconds East, a distance of 88.04 feet to a point;
Thence, North 32 degrees 02 minutes 40 seconds East, a distance of 28.45 feet to a point;
Thence, North 42 degrees 34 minutes 25 seconds East, a distance of 17.62 feet to a point;
Thence, North 51 degrees 03 minutes 10 seconds East, a distance of 15.04 feet to a point;
Thence, North 58 degrees 15 minutes 53 seconds East, a distance of 23.33 feet to a point;
Thence, North 59 degrees 45 minutes 20 seconds East, a distance of 320.22 to the Point of Terminus.

The Permanent Utility Easement shall be 15.00 feet in width, 7.50 feet on either side of the above described centerline unless otherwise noted having a total area of 0.42 acres more or less, as shown on an exhibit and made a part of this description.

10' Permanent Utility Easement

Beginning at a point on a Proposed 15' Permanent Utility Easement which bears, North 14 degrees 06 minutes 06 seconds East, a distance of 698.39 feet from a gate post found in the lands of N/F City of Morgantown (Tax Map 32A Parcel 1 Deed Book 364 Page 469);
Thence, leaving said Proposed 15' Permanent Utility Easement and through said N/F City of Morgantown (Parcel 1), South 61 degrees 07 minutes 51 seconds East, a distance of 70.37 feet to the Point of Terminus. The Point of Terminus will be at Frontier's existing pedestal labeled pedestal number 2347PEDH2.

The Permanent Utility Easement shall be 10.00 feet in width, 5.00 feet on either side of the above-described centerline having a total area of 629 square feet more or less, as shown on an exhibit and made a part of this description.

The location of said rights-of-way and easements are more particularly shown upon the drawing and description attached as **Exhibit 1** to this Agreement. There is also granted such reasonable temporary easements for construction and burial that may be needed by the GRANTEE, which temporary easements shall not interfere with airport operations and shall extend no further than thirty (30) feet on either side of the Easement Area.

For the consideration aforesaid, GRANTOR does now also hereby grant and convey unto the GRANTEE, its contractors, licensees, lessees, sublessees, successors and/or assigns, the right of ingress, egress, and regress to and from the Easement Area for the purposes described in this Agreement and subject to the conditions of this Agreement.

The facility(ies) and/or structure(s) shall be constructed, maintained, and repaired at GRANTEE's sole cost and expense.

The rights granted in this Agreement, and all entry upon the Easement Area and any work to construct, install, maintain, and/or repair the facility(ies) and/or structure(s) (the "Work"), shall be subject to the following conditions:

(a) all Work shall be performed by GRANTEE, or its contractors, licensees, lessees, sublessees, successors and/or assigns, as expeditiously as possible in accordance with good construction practices and so as to minimize interference with the use of the GRANTOR's property;

(b) any surface or subsurface damage to paved areas or other improvements in the GRANTOR's property caused in whole or in part by GRANTEE, or its contractors, licensees, lessees, sublessees, successors and/or assigns, in connection with the Work shall be promptly repaired by Grantee to a condition equal to that existing before any such Work or actions were undertaken, or as directed by the City Engineer; and

(c) Whenever entry onto GRANTOR's property is required for construction, maintenance, or repairs, GRANTEE, or its contractors, licensees, lessees, sublessees, successors and/or assigns, shall obtain approval from an authorized representative of GRANTOR prior to entry, and shall conduct such entry only at such times as permitted by Grantor, provided that GRANTOR shall exercise its best efforts to ensure prompt approval of entry and approval shall not be unreasonably withheld;

(d) GRANTOR will not be responsible for repair or replacement of any item or material placed in the property pursuant to this Agreement, or of any item relying upon materials or items placed in the property;

(e) In the event the property or work of GRANTEE would compromise the safety of life or property upon or adjacent to GRANTOR's property, at the direction of the City Engineer, GRANTEE shall promptly repair the condition compromising safety and restore the surface or subsurface damage to GRANTOR's property to a condition equal to that existing before any such Work or actions were undertaken.

(f) GRANTOR retains the right to fill, excavate, erect structures upon, and otherwise alter the ground and elevation thereof above GRANTEE's facilities placed pursuant to this easement and right-of-way agreement, and GRANTOR shall not be responsible for any costs incurred by GRANTEE as a result of such activities. Each and every obligation of GRANTEE to repair or restore property shall include the duty to restore the property to the elevation, contour, and condition of the property as it existed immediately prior to GRANTEE's Work, regardless of whether those conditions were the conditions in existence on the date of this Agreement;

(g) GRANTEE will place, replace, repair, maintain, and otherwise access all facilities authorized by this right-of-way and easement agreement by directional boring and will not perform excavation to access such facilities, subject only to the following exceptions:

(1) placement of the aboveground pole and placement or repair of lines or wires that may be attached thereto;

;

(2) upon prior written approval of GRANTOR to access facilities by excavation or other means.

(h) If requested by GRANTOR, GRANTEE shall relocate said facilities to a mutually agreeable location on GRANTOR's lands, at GRANTEE's expense, when determined necessary by GRANTOR in connection with maintenance or improvements to GRANTOR's property. If GRANTOR requires that relocation will occur outside the Easement Area, the parties will enter into a separate agreement providing for dedication of the new easement area and abandonment of the easement where facilities will no longer be located.

(i) GRANTEE shall name GRANTOR as an additional insured on its commercial general liability insurance policy covering the Work and with limits of \$1,000,000 per occurrence and \$2,000,000 annual aggregate and shall provide evidence of the same upon demand by Grantor.

GRANTEE and its successor and assigns do hereby agree to defend, indemnify, hold harmless, and release the City from any and all claims, demands, lawsuits, or liability in any way related to the use of the right-of-way and easement granted in this Agreement, including without limitation the conduct of the Work and the function of any structure(s) placed in the easement area, except for claims based only upon the negligence of GRANTOR, others acting on GRANTOR's behalf, or causes outside of the control of Grantee.

(j) Upon either the removal of the subsurface structure(s) placed in the easement area or the cessation of use of such structure(s) for a period of 6 months, the easement to GRANTEE and its successors and assigns shall terminate, and no additional or other use of the easement area will be permitted; provided, however, that the defense and indemnity obligations of GRANTEE and its successors and assigns shall survive the termination of the easement.

This right-of-way and easement is subject to all exceptions, reservations, conditions, restrictions, easements, protective and restrictive covenants, and rights-of-way of record in the Office of the Clerk of Monongalia County, West Virginia or capable of observation affecting the Property. This right-of-way and easement is subject to all rules and regulations of, and obligations to, the Federal Aviation Administration, including without limiting the generality of the foregoing the "Master Agreement on Terms and Conditions of Accepting Airport Improvement Program Grants" issued by the Federal Aviation Administration, as it may be amended, revised, renamed, or restated.

This Agreement shall be binding upon the parties and their respective successors and/or assigns. The rights of way and easements granted herein shall be appurtenant to and run with the land thereby benefited and burdened.

This Agreement may be executed in multiple counterparts, each of which shall, for all purposes, be deemed an original and all of which, taken together, shall constitute one and the same agreement.

DECLARATION OF CONSIDERATION

Under the penalties of fine and imprisonment as provided by law, the undersigned hereby declares that the transfer involved in the document to which this Declaration is appended is a transfer to or from the State of West Virginia, or to or from any of its instrumentalities, agencies or political subdivisions, and therefore is not subject to West Virginia excise tax and is exempt

under the provisions of Chapter 11, Article 22, Section 1 of the West Virginia Code, 1931, as amended.

WITNESS the following signature and seal:

THE CITY OF MORGANTOWN, West Virginia,
a municipal corporation

By: _____
Paul J. Brake, ICMA-CM, C. Ec. D.
Its: City Manager

STATE OF WEST VIRGINIA
COUNTY OF MONONGALIA, TO-WIT:

The undersigned, a Notary Public in and for the County and State aforesaid, does hereby CERTIFY that Paul Brake, The City Manager of City of Morgantown, West Virginia, a municipal corporation, whose name is signed to the foregoing agreement, has this day sworn to, affirmed, subscribed and acknowledged the same before me in said County, as the free act and deed of said corporation, upon authority duly granted.

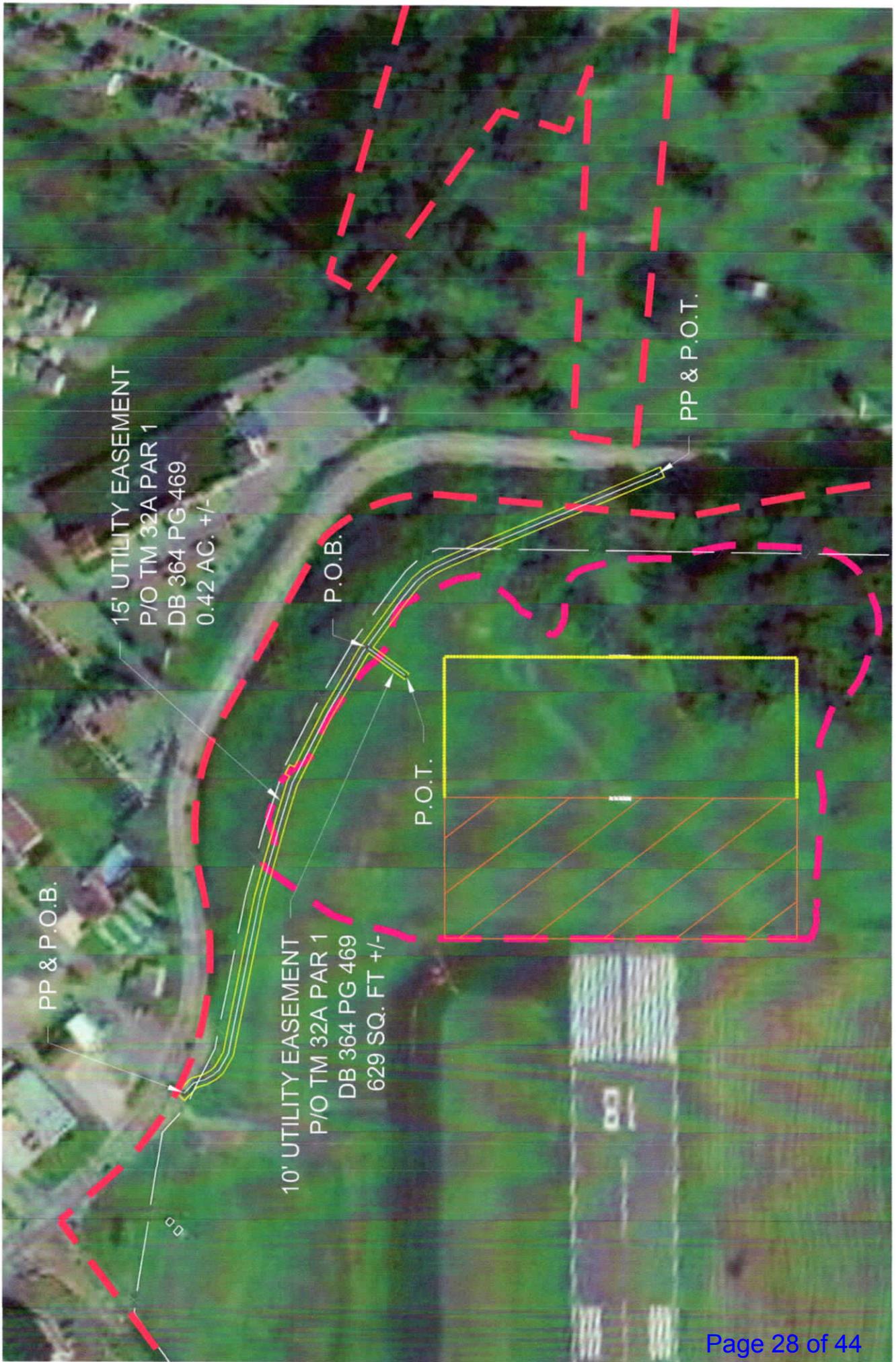
Given under my hand this ____ day of _____, 2020.

My commission expires: _____.

{SEAL}

Notary Public

Prepared without title examination on behalf of Grantor by Ryan Simonton, Kay Casto & Chaney, PLLC, 1085 Van Voorhis Rd., Suite 100, Morgantown, WV 26505.



DESCRIPTION OF EASEMENTS
showing
PROPOSED PERMANENT UTILITY EASEMENTS
for
FIRST ENERGY CORPORATION

A CERTAIN EASEMENT SITUATE ALONG UNITED STATES ROUTE 119, MORGANTOWN 6TH WARD DISTRICT, CITY OF MORGANTOWN, MONONGALIA COUNTY, WEST VIRGINIA, BEING MORE PARTICULARLY BOUNDED AND DESCRIBED AS FOLLOWS:

15' Permanent Utility Easement

Beginning at a an existing Mon Power utility pole bearing number H3-379 which bears, North 21 degrees 54 minutes 50 seconds West, a distance of 16.63 feet from a gate post found in the lands of N/F City of Morgantown (Tax Map 32A Parcel 1 Deed Book 364 Page 469);

Thence, through said N/F City of Morgantown (Parcel 1) for thirteen (13) lines, North 35 degrees 41 minutes 45 seconds East, a distance of 19.96 feet to a proposed utility pole;

Thence, North 65 degrees 28 minutes 50 seconds East, a distance of 16.73 feet to a point;

Thence, North 52 degrees 57 minutes 17 seconds East, a distance of 12.70 feet to a point;

Thence, North 41 degrees 14 minutes 39 seconds East, a distance of 10.95 feet to a point;

Thence, North 22 degrees 10 minutes 30 seconds East, a distance of 27.34 feet to a point;

Thence, North 04 degrees 06 minutes 16 seconds East, a distance of 227.72 feet to a point;

Thence, North 08 degrees 22 minutes 49 seconds East, a distance of 107.99 feet to a point;

Thence, North 09 degrees 12 minutes 03 seconds East, a distance of 58.40 feet to a point;

Thence, North 19 degrees 33 minutes 32 seconds East, a distance of 7.50 feet to a point;

Thence, North 19 degrees 32 minutes 38 seconds East, passing through a Proposed Underground Electric pull box at a distance of 7.50 feet for a total distance 19.96 feet to a point, said proposed permanent utility easement width for this call is 15.00 feet left and 7.50 feet right for a total width of 22.50 feet;

Thence, North 19 degrees 31 minutes 44 seconds East, a distance of 90.61 feet to a point;

Thence, North 22 degrees 45 minutes 27 seconds East, a distance of 99.73 feet to a point;

Thence, North 28 degrees 49 minutes 41 seconds East, a distance of 8.43 feet to a point on the CL of a Proposed 10' Permanent Utility Easement;

R:\050-7040 - MORGANTOWN MUNICIPAL AIRPORT - FIRST ENERGY\Survey\EASEMENT DESCRIPTION.doc

Thence, leaving said CL of Proposed 10' Permanent Utility Easement and continuing through said N/F City of Morgantown (Parcel 1) for six (6) lines, North 28 degrees 52 minutes 23 seconds East, a distance of 88.04 feet to a point;

Thence, North 32 degrees 02 minutes 40 seconds East, a distance of 28.45 feet to a point;

Thence, North 42 degrees 34 minutes 25 seconds East, a distance of 17.62 feet to a point;

Thence, North 51 degrees 03 minutes 10 seconds East, a distance of 15.04 feet to a point;

Thence, North 58 degrees 15 minutes 53 seconds East, a distance of 23.33 feet to a point;

Thence, North 59 degrees 45 minutes 20 seconds East, a distance of 320.22 to the Point of Terminus.

The Permanent Utility Easement shall be 15.00 feet in width, 7.50 feet on either side of the above-described centerline unless otherwise noted having a total area of 0.42 acres more or less, as shown on a exhibit and made a part of this description.

10' Permanent Utility Easement

Beginning at a point on a Proposed 15' Permanent Utility Easement which bears, North 14 degrees 06 minutes 06 seconds East, a distance of 698.39 feet from a gate post found in the lands of N/F City of Morgantown (Tax Map 32A Parcel 1 Deed Book 364 Page 469);

Thence, leaving said Proposed 15' Permanent Utility Easement and through said N/F City of Morgantown (Parcel 1), South 61 degrees 07 minutes 51 seconds East, a distance of 70.37 feet to the Point of Terminus.

The Permanent Utility Easement shall be 10.00 feet in width, 5.00 feet on either side of the above-described centerline having a total area of 629 square feet more or less, as shown on a exhibit and made a part of this description.

FAA 1A SURVEY CERTIFICATION

Applicant: First Energy Corporation

Site Address: 230-76 Co Rd 857
Morgantown, WV 26505

Structure Type: Proposed Pole
 Existing Pole
 Roof Top
 Water Tank
 Other _____

Geographic Location

NAD83 Latitude: 39° 38' 59.60" North
NAD83 Longitude: 79° 55' 14.91" West
NAVD88 Elevation: 1233.08 feet @ ground

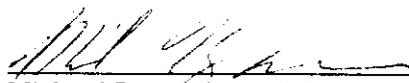
Pole Details

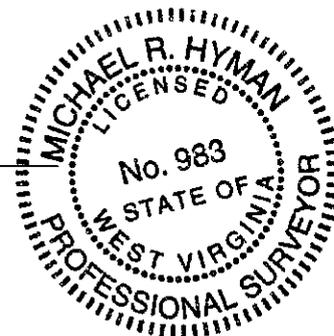
Proposed Pole:

Feature	Height of Pole	Elevation (AMSL)
Top of Pole	39'	1272.08'

Certification: I certify that the geographic location of the proposed pole shown above was determined using GPS VRS observations and is accurate to within \pm 20.0' horizontal and \pm 3.0' vertical.

Signature:


Michael R. Hyman, PS 983



Thrasher Group Project: 101-050-7040
Date Field Work: April 18, 2019



The City of Morgantown

389 SPRUCE STREET
MORGANTOWN, WEST VIRGINIA 26505
OFFICE: (304) 284-7405 FAX: (304) 284-7430
www.morgantownwv.gov

Office of the City Manager

City Manager's Report for City Council Meeting on April 21, 2020

Information:

A. City's Update on the Coronavirus (COVID-19) in West Virginia

The West Virginia Department of Health and Human Resources (DHHR) Bureau for Public Health filed an emergency rule on Thursday which provides consistency to retailers and assurance for purchasers by implementing uniform social distancing guidelines in response to the COVID-19 pandemic. The purpose of the emergency rule is to provide standard regulations for social distancing in retail spaces across all 55 West Virginia counties, rather than on a county-by-county basis.

At the last Monongalia County Health Department's (MCHD) Joint Information Command (JIC) Meeting, they have reported 83 positive cases in the county with two deaths. Six new cases have been announced the past week. County officials are reporting that an outbreak has been associated from a church gathering that occurred in Mid-March. Those attending the services were from different counties including some from Mon County. This was identified as a primarily African American congregation and several people have tested positive. The Health Department is reporting that contact tracing will most likely be completed with this incident.

The County Health Department has reported that the WVU student outbreak is fairly well contained. Based on the number of students who still remain in Morgantown in off-campus housing, the MCHD is not going to provide additional guidelines based on this. The university is planning their student move-out plans and firming up specific dates when this will occur. WVU estimates that only 6,000 of their 30,000 students live on campus. When university officials are asked, they are referring residents and students to the Governor's stay-at-home order. What we are anticipating is that WVU will most likely stagger students move-out on campus.

More information will be provided at Tuesday's meeting.

B. 2020 Census Operational Adjustments Due to COVID-19

I am providing you with an ongoing report on the status of the 2020 Census. The timeline to complete the population count has been pushed out due to COVID-19. Additionally, you will find an attached document from the Census Bureau regarding the revised timeline of the data gathering process.

Based on the information from the Census Bureau, the latest report on the percentage of participation is 35.9% (for the City of Morgantown) while the current national participation average is 48.6%. From what we are anticipating, once WVU has finished their group quarters count that includes about 7,000 students, which may be in the next few months, the numbers should increase. However, the state of West Virginia overall is one of the lowest in the country (at 36.7%). This may be due to our lack of reliable internet access, the rural nature of our state, many individuals distrust of the government and the fact that the mailers the Census is sending out are not going to P.O. Boxes. This is something the Census is working on coming up with a solution.

At the previous meeting, a question has come up in reference to group quarters and including the city's most vulnerable and special needs population. Assisted living centers, nursing homes, hospitals, hospice facilities, prisons, dormitories and group homes for those living in foster care would all be considered a group quarter, and those should have already been counted or be in the process. The Census Bureau should have contacted those facilities' staff members individually to obtain the count.

The Census conducts group quarters counts in several ways: E-response, paper enumeration and in person. E-response is encouraging individuals to self-respond online, paper is when they send out paper forms and residents mail them back filled in, and in person is when they send Census officials to the facilities and have them help the residents fill the forms out. The E-response and Paper enumeration for group quarters was originally supposed to go from April - June, but has been extended to September. The in-person counts were meant to be from April-June, but have been pushed to July-September.

As far as the homeless population or for those individuals receiving treatment for drug or alcohol abuse in a residential treatment facility, "sober house" that is called Service Based Enumeration. Basically, the way the census counts anyone who does not have a permanent address, but uses these types of services, is counted during this time. The way the Census does this is they reach out to those soup kitchens, homeless shelters, health care facilities, churches etc. to estimate how many individuals they are serving on average. Then, either they will send Census workers to that location to help people fill out the forms or they will encourage the staff of those service provides to help folks fill out the forms themselves.

Organizations like these have a vested interest in obtaining an accurate count of the number of people they serve because that is how they receive federal funding for their organization. Our Regional Census staffer and Skylar Braithwaite have been in contact with Healthright, the Friendship House, the Bartlett House and local churches encouraging them to help with the count. The Beckley office has also been in contact with these organizations as well, and they will be in charge of the actual enumeration. As far as timelines for this count go, it was supposed to occur March - April, but as of now the census has not determined the revised schedule.

For those children living with a foster family, they should be counted as a member of the household when the head of the household fills out their census form. The only

thing that matters is where you sleep the majority of the year and/or where you consider your home to be. So, if a child has been placed with a family, even if it is temporary, then that is their home and is where they should be counted. I am also attaching a fact sheet about undercounting children that you be interested in.

C. Proposed Strategic Planning Session

I am following up an email that was sent to each of you proposing dates of June 19-20, 2020 for the upcoming Strategic Planning Session. We will be confirming this with the facilitator and work on the location of the program.

D. City's Researches Focused Workweek Pilot and Telecommuting Policy

Now more than ever, as the City and our employees face financial difficulties, it is vital to keep employee morale up and retention at a maximum. How can this be done when all Cost of Living Adjustments (COLAs) are eliminated from the budget, promotions cancelled, seasonal and vacant positions remain unfilled, projects are postponed indefinitely, and more? The City stands by its stated priority, as being an employer of choice. While we must financially tighten the belt, there are other non-monetary related things we as a City can implement in order to make staff feel appreciated and satisfied in their employment choices. Now is the time to get creative, to try something new, to adapt. The employees of the City are extremely hard working and dedicated, and it is important that we recognize this. Their institutional knowledge of the City, its history, and operations is priceless to have.

As previously mentioned in my budget message from March, City Staff have been performing research on the idea of a focused workweek for many city buildings and operations. Staff has recently sent out surveys to all employees to gain insight from within, to see if such a program would be of interest to the majority of employees. At next week's Committee of the Whole, staff will be presenting their research and survey results to City Council.

Another idea, that was somewhat forced upon the City as well as many across the world, was a greater use and acceptance of telecommuting. As we practice social distancing, many City staff have been working from home through a temporary telecommuting policy. While the process to get there was not ideal (ex. we don't many laptops), staff have now been working remotely for a few weeks, and it has been going extremely well. City staff will be working on a permanent telecommuting policy for use in certain situations.

New Business:

A. Appoint an Interim City Manager

As discussed during a recent meeting, I am presenting a recommendation to appoint an Interim City Manager once I leave the organization. In my resignation letter, I gave May 14, 2020 as my last day as City Manager for the City of Morgantown. I recommend, with City Council's approval, to appoint Emily Muzzarelli as Interim City Manager for an indefinite period of time, until a permanent replacement is named.

Paul J. Brake, ICMA-CM, CEcD
City Manager, Morgantown, WV

2020 Census Operational Adjustments Due to COVID-19

The 2020 Census is underway and households across America are responding every day. In light of the COVID-19 outbreak, the U.S. Census Bureau has adjusted 2020 Census operations in order to:

- Protect the health and safety of Census Bureau employees and the American public.
- Implement guidance from federal, state, and local health authorities.
- Ensure a complete and accurate count of all communities.

The table below summarizes the adjustments to operations. Should any additional adjustment become necessary, the Census Bureau will promptly publish the change in an updated document.

STATUS OF CURRENT OPERATIONS

Activity/Operation	Planned Schedule	Adjustment	Revised Schedule
<p>Self-Response Phase</p> <p>The public is strongly encouraged to respond online. (Options for responding by phone or mail are also available.)</p>	March 12–July 31	Extended	March 12–August 14
<p>Update Leave</p> <p>Census takers will drop off invitations at the front doors of 5 million households. These households can respond online now—even without their invitation—by providing their address.</p>	March 15–April 17	Delayed	March 29–May 1
<p>Update Enumerate</p> <p>Census takers will interview about 2,000 households in remote parts of northern Maine and southeast Alaska. They’re interviewing people outside their home, allowing 6 feet of space between one another.</p>	March 16–April 30	Suspended and extended	March 16–May 14

Connect with us
@uscensusbureau

For more information:
2020CENSUS.GOV

D-FS-GP-EN-018 March 21, 2020

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2020**

STATUS OF CURRENT OPERATIONS—Con.

Activity/Operation	Planned Schedule	Adjustment	Revised Schedule
<p>Mobile Questionnaire Assistance</p> <p>Census Bureau staff will assist people with responding online at places such as grocery stores and community centers.</p>	March 30–July 31	Delayed	April 13–August 14
<p>Early Nonresponse Followup (NRFU)</p> <p>Census takers will follow up with households that haven't responded yet around some colleges and universities.</p>	April 9–July 31	Delayed	May 7–August 14
<p>Nonresponse Followup (NRFU) and NRFU Reinterview</p> <p>Census takers will interview households in person that have not responded online, by phone, or by mail.</p>	May 13–July 31	Delayed	May 28–August 14
<p>Group Quarters Enumeration</p> <p>We're encouraging administrators of facilities like nursing homes, prisons, and student housing to choose an option for counting their residents that requires less in-person contact.</p>	April 2–June 5	Delayed	April 16–June 19
<p>Service-Based Enumeration</p> <p>We're working with service providers at soup kitchens, shelters, and regularly scheduled food vans to count the people they serve.</p>	March 30–April 1	Delayed	April 29–May 1

STATUS OF CURRENT OPERATIONS—Con.

Activity/Operation	Planned Schedule	Adjustment	Revised Schedule
<p>Census counts people experiencing homelessness outdoors</p> <p>Census takers will count people under bridges, in parks, in all-night businesses, etc.</p>	April 1	Delayed	May 1
<p>Enumeration of Transitory Locations</p> <p>Census takers count people staying at campgrounds, RV parks, marinas, and hotels if they do not usually live elsewhere.</p>	April 9–May 4	Delayed	April 23–May 18
<p>Deliver apportionment counts to the President</p> <p>By law, the Census Bureau will deliver each state’s population total, which determines its number of seats in the U.S. House of Representatives.</p>	By December 31	On schedule	By December 31
<p>Deliver redistricting counts to states</p> <p>By law, the Census Bureau will deliver the local counts each state needs to complete legislative redistricting.</p>	By April 1, 2021	On schedule	By April 1, 2021

Factsheet: Will Your Kids Count? Young children and their families in the 2020 Census

The decennial census is the most inclusive civic activity in our country, covering every person in every household. The U.S. Constitution requires an accurate count of the nation's population every ten years. Moreover, the census is integral to our democracy. The data collected every 10 years affects our nation's ability to ensure equal representation and equal access to important governmental and private sector resources for all Americans, including across racial and ethnic lines. Census results are used to allocate seats and draw district lines for the U.S. House of Representatives, state legislatures, and local boards; to target more than \$800 billionⁱ annually in federal assistance to states, localities, and families; and to guide community decision-making affecting schools, housing, health care services, business investment and much more. These functions depend on a fair and accurate census.

Unfortunately, certain population groups—referred to as “hard-to-count”—are at a higher risk of not being fully counted in the decennial census. Some of these groups have been historically underrepresented in the decennial census for decades; some may experience new or increased vulnerability due to major changes in methodology, such as relying on the internet as the primary way for households to respond to the 2020 Census; and some may be reluctant to respond due to concerns about data confidentiality. Being hard-to-count can lead to unequal political representation and unequal access to vital public and private resources for these groups and their communities.

Young children are undercounted in the census at a higher rate than any other age groupⁱⁱ

Young children – defined as children under age five – have been undercounted for decades, disadvantaging their families, communities, and neighborhoods. In the 2010 Census, the net undercount rate for young children was 4.6 percent, and more than 2.2 million in this age group were not included in the census results.ⁱⁱⁱ This is a higher net undercount rate than for any other age group. Even among other children, those under five years old are more likely to be missing from census data.^{iv}

Some young children are especially at risk of being missed

Some groups of young children, depending on their race, ethnicity, or even where they live, have higher-than-average undercounts. Young Black and Hispanic children have the highest net undercounts. Experts estimate that approximately 6.5 percent of young Black and Hispanic children were overlooked by the 2010 Census, roughly twice the rate for young non-Hispanic White children.^v

Young children living in certain geographic areas are at particular risk of being undercounted. For instance, the 2010 Census undercounted children under age five in Arizona by 10 percent, but overcounted them in North Dakota by 2.1 percent. Therefore, a young child in Arizona may not be afforded the same resources as a similar child in North Dakota when census data are used to distribute federal funds. One study found that in the nation's largest counties (those of a half million people or more), the net undercount for young children was nearly 8 percent—almost twice the national rate.^{vi}

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Factsheet: Will Your Kids Count? Young children and their families in the 2020 Census

The young child undercount is getting worse

While the census accuracy for adults has been improving over time, the undercount for children under age five has been getting progressively worse. The net undercount rate for young children is more than three times what it was in 1980, increasing from 1.4 percent to 4.6 percent in 2010, representing hundreds of thousands more families.^{vii} Localities with disproportionately high numbers of young children may be at a higher risk of being undercounted than ever before.

Why are young children missed so often in the census?

Millions of young children live in the types of households, families, and neighborhoods that are most difficult to enumerate. That is why special attention is needed to reach these households and make sure they return a completed 2020 Census questionnaire that includes all young children in the household.

- Almost 4.5 million children under age five live in hard-to-count neighborhoods.
- It is widely believed that poor households are difficult to enumerate,^{viii} and young children have a higher poverty rate than any age group.
- Young children in large families may go uncounted because they live in large and complex households. In 2010, nearly a quarter of young children lived in households of six or more people.
- Some young children have complicated living arrangements, moving among various relatives or caregivers. Foster children, children living with grandparents or other relatives, and children whose parents are cohabiting but not married are also more likely to be missed. A recent study found 40 percent of all children under age five lived in a household with complex living arrangements.^{ix} The figures are higher for Black children (50 percent) and Latino children (55 percent). Young children in complex households may be left off the questionnaires because respondents are uncertain of whether or not to include a young child as a household resident.^x
- Language barriers also contribute to the undercount of young children in households where people speak a language other than English. In 2010, one-quarter of young Latino children lived in a linguistically isolated household where adults had difficulty speaking English.^{xi} It is shown that language limitations cause respondents to report in error on the census questionnaire.^{xii}

What does undercounting young children cost communities?

When young children are undercounted, their communities are denied a full voice in policy decisionmaking. Children are included in the population totals used for congressional reapportionment and the drawing of legislative district boundaries. When children are undercounted, political boundaries may not accurately represent reality, and those young children's needs may not be represented or prioritized according to their real share of the population.

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Factsheet: Will Your Kids Count? Young children and their families in the 2020 Census

Not only do representatives and state legislators make decisions about programs that serve young children, but, every year, more than \$600 billion in federal funds is allocated to states and localities based on census data. Here are some of the programs whose funding is based in whole or in part on census counts that impact children's lives. (Unless noted, figures are for fiscal year 2015.^{xiii})

- **State Children's Health Insurance Program (SCHIP) – \$11 billion.** SCHIP was created in 1997 to reduce the number of uninsured children by providing subsidized insurance to children of the working poor through federal grants to states. SCHIP covers nearly 9 million children.^{xiv}
- **Special Education Grants (IDEA) – \$11.2 billion.** Through the Individuals with Disabilities Education Act (IDEA), the federal government provides grants to states to assist them in ensuring a free public education environment that will allow children with disabilities to thrive. Through IDEA, federal funds assist states in providing early intervention services for infants and toddlers (0 – 2) and their families.^{xv}
- **Head Start – \$8.2 billion.** The Head Start program provides grants to local public and private nonprofit and for-profit agencies to provide child development services to economically disadvantaged children and families, with a special focus on helping preschoolers develop the early reading and math skills they need to be successful in school.
- **Foster Care – \$4.6 billion.** The Federal Foster Care Program helps to provide safe and stable out-of-home care for children until they are safely returned home, permanently placed with adoptive families, or placed in other planned arrangements for permanency.
- **Child Care and Development Fund – \$3.3 billion.** The Child Care and Development Fund assists low-income families, families receiving temporary public assistance, and those transitioning from public assistance in obtaining child care so they can work or receive training and education.

Children in lower-income families can also benefit from resources that provide financial security for their families and economic development for their communities based on census-derived data:

- **Section 8 Housing Assistance Payments Program – \$9.2 billion.** Section 8 vouchers are the nation's leading source of housing assistance for low-income seniors, people with disabilities, and families with children, helping approximately 2 million households to secure affordable rental housing in the private market.
- **SNAP – \$69.4 billion.** The Supplemental Nutrition Assistance Program (previously known as food stamps) is the most important tool to prevent hunger and malnutrition among families in the U.S. More than 45 million low-income families rely on federally funded SNAP subsidies that are administered to them through state governments. Nearly 70 percent of SNAP beneficiaries are members of families with children.^{xvi}
- **Medicaid – \$311.9 billion.** Medicaid is a federal-state insurance program that provides health coverage to low-income families and individuals, including children, parents,

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Factsheet: Will Your Kids Count? Young children and their families in the 2020 Census

seniors, and people with disabilities. More than two-fifths of Medicaid enrollees are children.^{xvii}

You can help – right now.

There are many ways in which stakeholders, including advocates, funders, and civic leaders, can improve the count of young children in the 2020 Census. There are opportunities to join or support work on policy development, community organizing, and “Get Out the Count” campaigns for the 2020 Census. Here are some ideas:

- **Help your members of Congress understand why it’s important to support adequate resources for the Census Bureau to conduct the 2020 Census in a way that will count all young children.** The Census Bureau needs a major annual funding ramp up several years before a decennial census, to perform critical tests and build out a massive infrastructure. Already – due to funding constraints – important activities needed for a fair and accurate 2020 Census have been postponed or canceled, putting young children at risk of being severely undercounted. Without sufficient increase in the Census Bureau’s budget, a complete count will be in jeopardy, and census costs could increase by billions of dollars.
- **Stay informed about key census policy and operational developments.** The Census Project (<https://thecensusproject.org/>) provides regular updates on census-related activities in Congress and the administration.
- **Educate state and local leaders about the undercount of young children in the census.** As the 2020 Census approaches, advocates can join Complete Count Committees that will be established in many states and localities. It is important that Complete Count Committees include voices for children to remind leaders and local census staff of this critical constituency. These committees work with the Census Bureau and local communities to help ensure a complete census. As a reference, the 2010 Complete Count Committee guide can be found at <https://www.census.gov/2010census/partners/pdf/cccGuide.pdf>.
- **Become a Census Bureau partner.** Partners get timely updates from the Census Bureau as well as promotional material.

If you would like to learn more about these or other ways you and your organization can be involved, contact Randi Carmen Schmidt, Executive Director of the Children’s Leadership Council, at rschmidt@childrensleadershipcouncil.org.

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Factsheet: Will Your Kids Count? Young children and their families in the 2020 Census

Additional Reading

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- ⁱⁱ O’Hare, W.P. (2015) *The Undercount of Young Children in the U.S. Census*, Springer Publishers, Page 29
- ⁱⁱⁱ U.S. Census Bureau (2016). U.S. Census Bureau (2016b) *Investigating the 2010 Undercount of Young Children—A New Look at 2010 Census Omissions by Age*, July 26, 2016.
- ^{iv} O’Hare, W.P. (2015) *The Undercount of Young Children in the U.S. Census*, Springer Publishers, Page 30
- ^v O’Hare, W.P. (2015) *The Undercount of Young Children in the U.S. Census*, Springer Publishers, Table 3.2, Page 34.
- ^{vi} O’Hare, W.P. (2015) *The Undercount of Young Children in the U.S. Census*, Springer Publishers, Table 5.8, page 67
- ^{vii} O’Hare, W.P. (2015) *The Undercount of Young Children in the U.S. Census*, Springer Publishers, figure 4.1, page 42
- ^{viii} Fernandez, Shatuck and Noon (2016) Presentation at the Southern Demographic Association Conference, October 2016
- ^{ix} Jensen, E. (2017) Presentation at the Children’s Leadership Council – Census Bureau meeting, April 13, 2017, Washington DC.
- ^x O’Hare, W.P. (2015) *The Undercount of Young Children in the U.S. Census*, Springer Publishers, Page 95
- ^{xi} U.S. Census Bureau (2017). *Investigating the 2010 Undercount of Young Children – A Comparison of Demographic, Housing, and Household Characteristics of Children by Age*, January 18, 2017.
- ^{xii} U.S. Census Bureau (2017). *Investigating the 2010 Undercount of Young Children – A Comparison of Demographic, Housing, and Household Characteristics of Children by Age*, January 18, 2017.
- ^{xiii} Based on an analysis by Andrew Reamer and Sean Moulton, updating figures from the 2010 Brookings Institute report *Counting for Dollars*
- ^{xiv} <https://www.medicaid.gov/chip/chip-program-information.html>
- ^{xv} <https://www2.ed.gov/fund/grant/apply/osep/index.html?exp=1>
- ^{xvi} <http://www.cbpp.org/research/policy-basics-introduction-to-the-supplemental-nutrition-assistance-program-snap>
- ^{xvii} <http://www.cbpp.org/research/health/policy-basics-introduction-to-medicaid>

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