

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
THURSDAY, JUNE 11, 2020

PRESENT: DAVID BLAIR COUCH, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
JAMES E. COLOMBO, COMMISSIONER

At 9:30 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices and other correspondence.

AGENDA AND DISCUSSION ITEMS

At 9:34 A.M., the County Commission met with Ryan Barber from the City of Parkersburg. Mr. Barber requested their approval of the 2020/2021 Home Consortium budget. The County Commission, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, executed a Resolution adopting the Annual Plan. (Order A/2259)

At 9:49 A.M., the County Commission discussed allowing afterhours access to the Courthouse since several restrictions have been lifted related to the Coronavirus.

At 9:51 A.M., the County Commission tabled the agenda item for a Change Order on the bell tower roof project. (Order A/2260)

At 10:00 A.M., the County Commission opened sealed bids for pursuit vehicles for the Wood County Sheriff's Department. The bids were taken under advisement. (Order A/2258)

The County Commission, upon a motion made by Robert K. Tebay, seconded by James E. Colombo and made unanimous by David Blair Couch, adopted a Resolution in reference to Budget Revision No. 2 in the General County Fund budget for the Fiscal Year 2019/2020. (Order A/2257)

Having no further scheduled appointments or business to attend to, the County Commission adjourned at 10:48 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

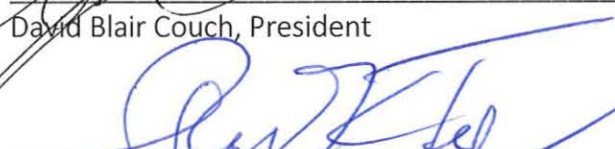
A/2257, A/2258, A/2259, A/2260

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held June 11, 2020

Please Print

1.	Ryan Barber
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Wood County Commission
Agenda

06/11/2020

1 Court Square, Suite 203
Parkersburg, WV 26101

9:30 A.M.	Consider allowing after-hours access to Courthouse	
	Consider change order for tower roof project	
	Consider approving Parkersburg/Wood County HOME Consortium budget for 2020-2021	Ryan Barber, City of Parkersburg
10:00 A.M.	Bid opening for new vehicles for Sheriff's Department	
	Administrator's Report	Marty Seufer, County Administrator
	County Commission Reports	

Discussion, Review and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached

Correspondence for this meeting will be available for public review during regular office hours in Room 205 of the Wood County Courthouse two (2) days prior to the meeting

Exhibit 1

Discussion, Review and Approval of the following items may be included during this meeting and are available for public inspection in the Office of the County Administrator two days prior to this meeting.

Budget revisions

Purchase orders and requisitions

Revisions, reimbursement requests, resolutions and correspondence for grants

Grant disbursements to other entities

Invoices for expenditures to be paid

Reimbursements for travel expenses

Bid specifications and procedures for bids previously authorized by the Commission

Monthly Hotel Occupancy Tax Collection disbursements

Disbursements for previously approved Innovative Programming Grants

Tax refunds, exonerations, improprieties and consolidations

Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

Funding requests from local organizations by written form

Payroll modification as submitted by elected officials

JUNE 11, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION ADOPTED A RESOLUTION IN
REFERENCE TO BUDGET REVISION NO. 2 IN THE GENERAL
COUNTY FUND BUDGET FOR THE FISCAL YEAR 2019/2020.

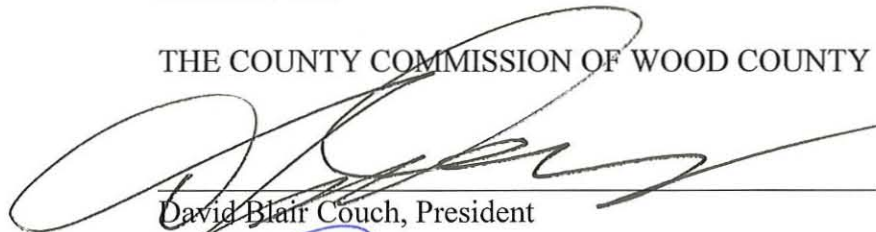
ORDER

On this date, the County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by James E. Colombo made unanimous by David Blair Couch, adopted a Resolution in reference to Budget Revision No. 2 in the General County Fund Budget for the fiscal year 2019/2020. The Request for Revision to the Approved Budget, being submitted to the West Virginia State Auditor - Chief Inspector Division, Charleston, West Virginia, was signed by David Blair Couch, President of the Wood County Commission.

A copy of the Resolution and Request for Revision are attached to this Order and should be made a part thereof.

APPROVED:

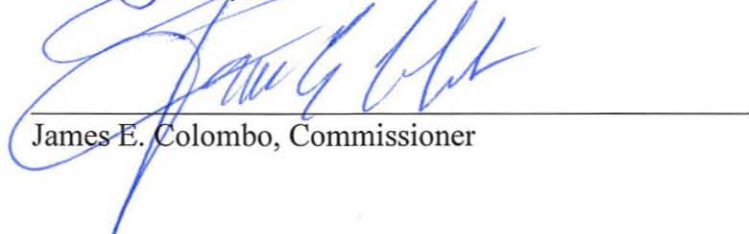
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2257



Mark Rhodes
County Clerk

Office of the Wood County Clerk
Wood County Courthouse
P.O. Box 1474
Parkersburg, WV 26102-1474

Phone: 304-424-1850


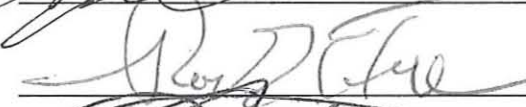
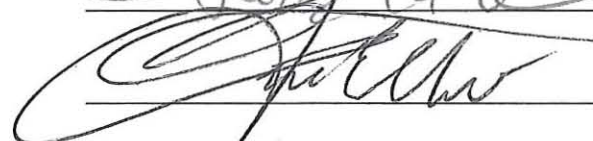
RESOLUTION

At a regular session of the county commission, held June 11, 2020 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) for the County of Wood. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices, the county commission does hereby direct the General county budget be revised **PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS**, as shown on Fund 1 Budget Revision Number 2, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Robert K. Tebay and seconded by James E. Colombo and made unanimous by David Blair Couch, the vote thereon was as follows:

	<input checked="" type="radio"/> Yes	or	<input type="radio"/> No
	<input checked="" type="radio"/> Yes	or	<input type="radio"/> No
	<input checked="" type="radio"/> Yes	or	<input type="radio"/> No

WHEREUPON, David Blair Couch, declared said resolution be, and the same is, hereby adopted as so stated above, and the President authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
153 West Main Street, Suite C
Clarksburg, WV 26302
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.
(\$ 11-8-26a)

CONTROL NUMBER
FY: 2019-2020
Fund: 1
Rev. No. 2
Pages: 1

Wood County Commission

GOVERNMENT ENTITY

Person To Contact Regarding Request:

PO Box 1474

Name: Mark Rhodes

STREET OR PO BOX

COUNTY

Phone: 304-424-1892

Government Type

Fax: 304-424-1982

Parkersburg

26102

CITY

ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
301-02-05	Prior Year Taxes	330,000	20,000		350,000
301-90	Property Tax - Excess Levy	526,181	57,000		583,181
302	Tax Penalties & Interest	225,000	30,000		255,000
304	Property Transfer Tax	600,000	105,000		705,000
306	Gas & Oil Severance Tax	80,000	21,250		101,250
309	Hotel Occupancy Tax	745,874		200,000	545,874
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			434,975		

COUNTIES-TRANSFERS TO THE GENERAL FUND FROM OTHER FUNDS MUST HAVE PRIOR APPROVAL OF AUDITOR'S OFFICE

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
401	County Commission	2,828,979	185,214		3,014,193
405	Prosecuting Attorney	1,330,358	21,475		1,351,833
407	Assessor's Valuation Fund	713,012	3,000		716,012
415	Magistrate Court	4,000	890		4,890
424	Courthouse	424,784	18,000		442,784
444	Other Grants	8,398	4,659		13,057
699	Contingencies	539,876		142,150	397,726
700	Sheriff-Law Enforcement	4,337,851	37,100		4,374,951
704	Regional Jail	2,310,000		317,000	1,993,000
712	Communication Center	1,672,093	125,000		1,797,093
731	Community Based Corrections Program	397,970	127,000		524,970
900	Parks & Recreation	639,330	50		639,380
NET INCREASE/(DECREASE) Expenditures			434,975		

APPROVED BY THE STATE AUDITOR

01/23/20

BY:

AUTHORIZED SIGNATURE
OF ENTITYAPPROVAL
DATE

Deputy State Auditor, Local Government Services Div.

Date

Wood County Commission

2

REV#

371,737

Mark Rhodes
 WOOD County 02:53:25 PM
 Instrument No 88213008
 Date Recorded 06/11/2021
 Document Type 000
 Pages Recorded 5
 Book-Page 75-91

JUNE 11, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION OPENED SEALED BIDS FOR PURSUIT
VEHICLES FOR THE WOOD COUNTY SHERIFF'S DEPARTMENT.

ORDER

On this date, the County Commission of Wood County, at 10:00 A.M., did hereby OPEN sealed bids for pursuit vehicles for the Wood County Sheriff's Department. Said sealed bids were received pursuant to a Legal Notice appearing in the Parkersburg News and Sentinel on May 28 and June 4, 2020. The sealed bids were received from the following:

Matheny Ford
308 3rd Street
St. Marys WV 26170

Bid Price - \$36,987.00

Whiteside of St. Clairsville, Inc.
50714 National Road
St. Clairsville, OH 43950

Bid Price - \$39,981.00

The County Commission of Wood County, upon a motion made by Robert K. Tebay, seconded by David Blair Couch and made unanimous by James E. Colombo, did RECEIVE said bids for review.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY


David Blair Couch, President


Robert K. Tebay, Commissioner


James E. Colombo, Commissioner

A/2258

Mark Rhodes
WOOD COUNTY 02:57:02 PM
Instrument No 88213010
Date Recorded 06/11/2020
Document Type COO
Pages Recorded 1
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JUNE 11, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY EXECUTE A
RESOLUTION RELATING TO THE WOOD COUNTY HOME
CONSORTIUM ANNUAL PLAN.


ORDER

On this date, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby EXECUTE a Resolution adopting the 2020/2021 Wood County Home Consortium Annual Plan.

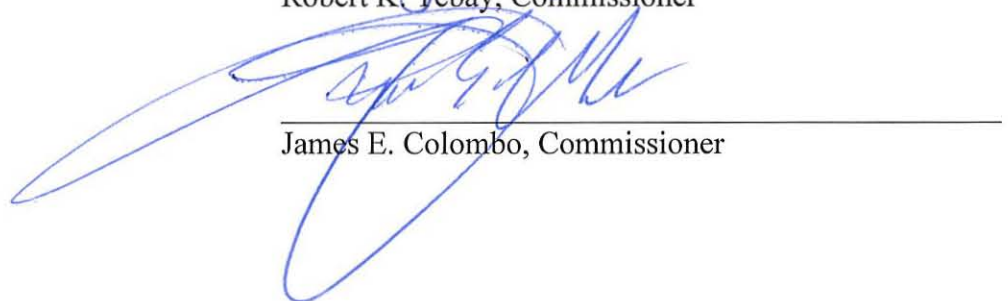
A copy of said Resolution and plan are attached to this Order and should be made a part thereof.

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President

Robert K. Tebay, Commissioner

James E. Colombo, Commissioner

A/2259

RESOLUTION

A RESOLUTION OF THE WOOD COUNTY COMMISSION AUTHORIZING PARTICIPATION IN THE
PARKERSBURG/WOOD COUNTY HOME CONSORTIUM FOR THE PERIOD OF
July 1, 2020 to June 30, 2021

And

APPROVING THE FY 2020-2024 FIVE-YEAR CONSOLIDATED PLAN, THE FY 2020 ANNUAL
ACTION PLAN, & THE ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE AND
AUTHORIZING THE FILING OF THE PLANS WITH THE U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT (HUD)

Whereas, TITLE II of the National Affordable Housing Action of 1990 provides for the
creation of the HOME Investment Partnership Program, hereinafter referred to as
"HOME" and

Whereas, the HOME regulations promulgated by the U.S. Department of Housing and
Urban Development (HUD) under 24 CFR Part 92 authorizes units of general local
government to enter into Housing Consortium Cooperation Agreements; and

Whereas, there is still a need throughout Wood County, West Virginia to provide
affordable housing for the low- and moderate- income residents; and

WHEREAS, the City of Parkersburg's Development Department has prepared a FY 2020-
2024 Five-Year Consolidated Plan, FY 2020 Annual Action Plan, and Analysis of Impediments
to Fair Housing Choice for Fiscal Years 2020 - 2024, which proposes how the entitlement
grant funds will be expended to address the housing needs identified in the Five-Year
Consolidated Plan along with an Analysis of Impediments to Fair Housing Choice; and

WHEREAS, a draft of the FY 2020-2024 Five-Year Consolidated Plan, FY 2020 Annual Action
Plan, and Analysis of Impediments to Fair Housing Choice was on public display from May
22, 2020 through June 23, 2020 and a series of public meetings and hearings were held on
the said Plans and the comments of various agencies, groups, and citizens were taken into
consideration in the preparation of the final documents.

Whereas, the Wood County Commission, the City of Parkersburg, the City of Vienna,
and City of Williamstown, West Virginia have formed a Consortium which has been
designated as a Participating Jurisdiction under the HOME Program, thereby entitling
the Consortium to an annual funding; and

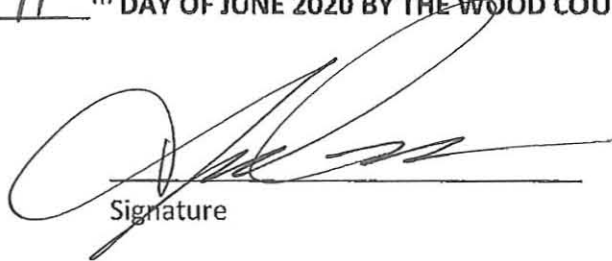
Whereas, the U.S. Department of Housing and Urban Development has awarded the Parkersburg/Wood County HOME Consortium a HOME grant in the amount of \$351,911.00 for Fiscal Year 2020; and

Whereas, the City of Parkersburg recognizes the need to obtain funding for affordable housing and has identified the HOME Program as a source of funds to meet this need.

Now, Therefore, Be It Resolved by the Wood County Commission that:

1. The Wood County Commission will continue to cooperate with the City of Parkersburg in a Consortium for participation in the HOME Program.
2. A copy of this resolution is to be submitted in the request to HUD to approve funding of the Parkersburg/Wood County HOME Consortium for the above fiscal year 2020 HOME Investment Partnership Program.

ADOPTED INTO A RESOLUTION THIS 11TH DAY OF JUNE 2020 BY THE WOOD COUNTY COMMISSION WEST VIRGINIA.



Signature

DAVID BLAIR COUCH

(Typed Name)

PRESIDENT, WCC

(Title)

ATTEST:



Signature

MARTY SENF

(Typed Name)

COUNTY ADMIN

(Title)

FY 2020-2024 Consolidated Plan Update for the Community Development Block Grant (CDBG) and HOME Partnership Programs

The City of Parkersburg, West Virginia is an entitlement community under the U.S. Department of Housing & Urban Development's (HUD) Community Development Block Grant (CDBG) Program. In addition, the City of Parkersburg is the Participating Jurisdiction (PJ) for the Parkersburg/Wood County HOME Consortium of West Virginia. In compliance with the HUD regulations, the City of Parkersburg has prepared this FY 2020-2024 Five-Year Consolidated Plan for the period of July 1, 2020 through June 30, 2024. This consolidated plan is a strategic plan for the implementation of the City's Federal Programs for housing, community and economic development within the City of Parkersburg and housing in Wood County that comprise the Parkersburg/Wood County HOME Consortium.

The Five-Year Consolidated Plan establishes the City's and Consortium's goals for the next five (5) year period and outlines the specific initiatives the City will undertake to address its needs and objectives by promoting the rehabilitation and construction of decent, safe and sanitary housing, creating a suitable living environment, removing slums and blighting conditions, promoting fair housing, improving public services, expanding economic opportunities, and principally benefitting low- and moderate-income persons.

This Five-Year Consolidated Plan is a collaborative effort of the City of Parkersburg, the Parkersburg/Wood County HOME Consortium, the Community at large, social service agencies and providers, housing providers, community development agencies, and economic development groups. The planning process was accomplished through a series of public meetings, stakeholder interviews, resident surveys, statistical data, and review of previous community development plans.

The following six (6) strategies and subsequent objectives and goals have been identified by the City for the period of FY 2020 through FY 2024 for the CDBG and HOME Program. A complete draft of the City's Consolidated Plan will be made available to the community for public comment 30 days before staff holding a public hearing and Parkersburg City Council considers a resolution to adopt said plan.

Housing Strategy – (High Priority)

Priority Need: There is a need to increase the supply of affordable, decent, safe, and sanitary housing for homeowners and renters.

Objective: Improve, preserve, and expand the supply of affordable housing for low- and moderate-income persons and families.

Goals:

- **HS-1 Housing Construction** – Increase the supply of decent, safe and sanitary accessible housing that is affordable to owners and renters in the City by assisting with acquisition, development fees, and construction.

- HS-2 Housing Rehabilitation – Conserve and rehabilitate existing affordable housing units occupied by owners and renters in the community by addressing code violations, emergency repairs, energy efficiency improvements, and accessibility for persons with disabilities.
- HS-3 Homeownership – Continue to assist low- and moderate-income homebuyers to purchase homes through down payment / closing cost assistance, and associated housing counseling.
- HS-4 Emergency Rental Assistance – Continue to provide short term rental assistance or security deposit assistance for low- and moderate-income renters.
- HS-5 Tenant Based Rental Assistance – Provide tenant based rental assistance for income eligible persons or families identified as unmet housing need.
- HS-6 Fair Housing – Promote fair housing choice through education, training and outreach to affirmatively furthering fair housing.

Homeless Strategy – (High Priority)

Priority Need: There is a need for services and housing opportunities for homeless persons and persons or families at-risk of becoming homeless.

Objective: Work with community partners to improve the living conditions and support services available for homeless persons, families, and those who are at risk of becoming homeless.

Goals:

- HMS-1 Housing – Support the Continuum of Care's efforts to provide emergency shelter, transitional housing, permanent supportive housing, and other permanent housing opportunities.
- HMS-2 Operation/Support – Support providers who operate housing and/or provide support services for the homeless and persons or families at-risk of becoming homeless and work with providers to coordinate services in terms of policy and implementation strategy.
- HMS-3 Prevention and Re-Housing – Support the Continuum of Care's efforts in prevention of homelessness through anti-eviction activities and programs for rapid re-housing.

Other Special Needs Strategy – (High Priority)

Priority Need: There is a need to increase housing opportunities, services, and facilities for persons with special needs.

Objective: Improve the living conditions and services for those residents with special needs, including the disabled population.

Goals:

- SNS-1 Housing – Increase the supply of affordable, accessible, decent, safe, and sanitary housing for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs through rehabilitation of existing buildings and new construction.
- SNS-2 Social Services – Support social service programs and facilities for the elderly, persons with disabilities, persons with HIV/AIDS, victims of domestic violence, persons with alcohol/drug dependency, and persons with other special needs.

Community Development Strategy – (High Priority)

Priority Need: There is a need to upgrade and improve community facilities, infrastructure, public services and rejuvenate socially and economically distressed neighborhood in the community.

Objective: Improve the community facilities, infrastructure, public services, public safety, and transportation, along with the elimination of blighting influences in the City of Parkersburg.

Goals:

- CDS-1 Community Facilities – Improve parks, recreational facilities, neighborhood facilities, and trails including accessibility improvements to public buildings and all community facilities in the City.
- CDS-2 Infrastructure – Improve the public infrastructure through rehabilitation, reconstruction, and new construction of streets; sidewalks; bridges; curbs; share the road and segmented multiuse pathways; storm water management; lighting enhancements; handicap accessibility improvements and removal of architectural barriers; etc.
- CDS-3 Public Services – Improve and enhance public services, programs for youth, the elderly, and persons with disabilities, along with general social/welfare public service programs for low- and moderate-income persons and households.
- CDS-4 Clearance/Demolition – Remove and eliminate slum and blighting conditions through demolition of vacant, abandoned, and dilapidated structures.
- CDS-5 Transportation – Support the expansion and enhancement of transportation options for low- and moderate-income residents, the disabled and elderly to access services, shopping and employment.

Economic Development Strategy – (High Priority)

Priority Need: There is a need to increase opportunities for economic advancement and self-sufficiency, as well as educational (social/life skills) training and empowerment for residents of the City.

Objective: Improve and expand employment opportunities in the City for low- and moderate-income persons and families.

Goals:

- EDS-1 Employment – Support and encourage job creation, job retention, and job training opportunities as well as entrepreneurship and small business development.
- EDS-2 Development – Support business and commercial growth through expansion and new development, especially if it caters to a niche market or local competitive advantage in the marketplace.
- EDS-3 Redevelopment – Plan and promote the development, redevelopment, and revitalization of vacant and underutilized commercial and industrial sites, this includes underutilized brownfield sites.
- EDS-4 Financial Assistance – Support and encourage new economic development through local, state, and Federal tax incentives and programs such as Tax Incremental Financing (TIF), real property tax rebate program, Community Development Block Grants and HOME Partnership Program Funds, Section 108 Loan Guarantees, Economic Development Initiative (EDI) funds, Opportunity Zones, etc.
- EDS-5 Access to Transportation – Support the expansion of public transportation and access to bus and automobile service and facilities serving alternate modes of transportation to assist residents to get to work or training opportunities.

Administration, Planning, and Management Strategy – (High Priority)

Priority Need: There is a need for planning, administration, management, and oversight of Federal, State, and local funded programs to address the housing and community and economic development needs.

Objective: Provide sound and professional planning, administration, oversight and management of Federal, State, and local funded programs and activities.

Goals:

- AMS-1 Overall Coordination – Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews and clearances, fair housing, and compliance with all Federal, State, and local laws and regulations.

FY 2020-2021 HOME Partnership Program Budget (Annual Action Plan) Proposal Descriptions

The following provides a brief summary for each line item proposed in the City's Annual Action Plan for **FY 2020-2021 HOME Budget**. Additional information, including a complete draft of the City's Annual Action Plan, 5 Year Consolidated Plan (2020-2024) and Analysis of Impediments will be on public display for 30 days before staff hold a public hearing on the matter and City Council considers a resolution to adopt the above-mentioned planning documents. These planning documents must be approved and submitted to the U.S. Department of Housing and Urban Development.

Parkersburg-Wood County HOME Consortium Program	
FY 2020-2021 HOME Allocation from HUD	\$ 351,911.00
Actual FY 2019-2020 Program Income	\$ 180,000.00
Total	\$ 531,911.00
HOME Investment Partnership Grant Fund Project and Activities	
<i>I. Community Housing Development Organization - Habitat for Humanity</i>	\$ 86,000.00
<i>II. Down Payment Assistance Program</i>	\$ 100,000.00
<i>III. New Construction and Rehab</i>	\$ 305,911.00
<i>IV. General Administration</i>	\$ 40,000.00
Total	\$ 531,911.00

CHDO Set-Aside – Habitat for Humanity (\$ 86,000)

- At least 15% of HOME Funds must be used for a CHDO to build new affordable housing within the county. The Parkersburg/Wood County HOME Consortium is currently working with Habitat for Humanity of the Mid-Ohio Valley as their CHDO and will contribute nearly 25% of its 2020 allocation to build one new single-family detached home during FY 2020-2021.

Down Payment Assistance Program (\$ 100,000)

- The Wood County HOME Consortium intends to provide financial assistance of up to \$10,000 to first time home buyers with down payment and closing cost expenses to income-qualified buyers that plan to purchase their first home anywhere within Wood County.

New Construction and Rehab (\$ 305,911)

- The City seeks to collaborate with a developer (private or non-profit) to construct new affordable housing units in a targeted area. Potential projects include the construction and/or rehabilitation of single-family homes and multifamily dwellings.

General Administration (\$ 40,000)

- Provide program management and oversight for the successful administration of Federal, State, and locally funded programs, including planning services for special studies, annual action plans, five year consolidated plans, substantial amendments, consolidated annual performance and evaluation reports (CAPER), environmental reviews and clearances, fair housing, and compliance with all Federal, State, and local laws and regulations.

Updated Analysis of Impediments for the Community Development Block Grant (CDBG) and HOME Partnership Programs

The City of Parkersburg, West Virginia is an entitlement community under the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) Program. In addition, the City of Parkersburg is a member of the Wood County HOME Consortium, which is administered by the City of Parkersburg. In accordance with the Housing and Community Development Act of 1974, as amended, each entitlement community must "affirmatively further fair housing." In order to "affirmatively further fair housing," each entitlement community must conduct a Fair Housing Analysis which identifies any impediments to fair housing choice.

The City of Parkersburg prepared an Analysis of Impediments to Fair Housing Choice in 2007. The City has now prepared this FY 2020-2024 Analysis of Impediments to Fair Housing Choice (A.I.).

In accordance with the HUD Guidelines for the preparation of an A.I., the analysis focuses on the status and interaction of six (6) fundamental conditions within the community:

- The sale or rental of dwellings (public or private);
- The provision of housing brokerage services;
- The provision of financial assistance for dwellings;
- Public policies and actions affecting the approval of sites and other building requirements used in the approval process for the construction of publicly assisted housing;
- The administrative policies concerning community development and housing activities, which affect opportunities of minority households to select housing inside or outside areas of minority concentration; and
- Where there is a determination of unlawful segregation or other housing discrimination by a court or a finding of noncompliance by HUD regarding assisted housing in a recipient's jurisdiction, an analysis of the actions which could be taken by the recipient to remedy the discriminatory condition, including actions involving the expenditure of funds made available under 24 CFR Part 570.

The City of Parkersburg's FY 2020-2024 Analysis of Impediments to Fair Housing Choice has identified the following impediments, goals, and strategies to affirmatively further fair housing.

Impediment 1: Fair Housing Education and Outreach

There is a need to improve the knowledge and understanding concerning the rights of individuals, families, and members of the protected classes in regard to the Fair Housing Act (FHA) and awareness of discriminatory practices.

Goal: Improve the knowledge and awareness of both the public and the local officials, concerning the Fair Housing Act, related laws, regulations, and requirements to affirmatively further fair housing in the community.

Strategies: To meet this goal, the following activities and strategies should be undertaken:

- 1-A: Continue to educate and make residents aware of their rights under the Fair Housing Act (FHA) and the Americans with Disabilities Act (ADA).
- 1-B: Continue to educate and sponsor seminars for realtors, bankers, and housing providers to make them aware of their responsibilities under the Fair Housing Act (FHA) and the Americans with Disabilities Act (ADA).
- 1-C: Continue to support Fair Housing organizations and legal advocacy groups to assist persons who may be victims of housing discrimination and/or not aware of how to file a housing complaint.
- 1-D: Continue to identify Limited English Proficiency (LEP) persons to provide the specific language assistance that is needed.
- 1-E: Continue to partner with regional jurisdictions and housing providers to encourage fair housing choice throughout the City.
- 1-F: Continue to make landlords and rental managers aware of their responsibilities under the FHA on making reasonable accommodations for renters.

Impediment 2: Continuing Need for Quality Affordable Housing

Nearly one out of every two renter households (46.5%) in the City is paying over 30% of their monthly incomes on housing costs. Nearly one out of every five owner households with a mortgage (17.5%) is paying over 30% of their monthly income on housing costs.

Goal: Increase the supply of quality affordable housing by new construction and rehabilitation of various types of housing that is affordable to lower income households.

Strategies: To meet this goal, the following activities and strategies should be undertaken:

- 2-A: Continue to support and encourage private developers and non-profit housing providers to create, through construction or rehabilitation, affordable and mixed-income housing located outside of areas of lower income and minority concentrations.
- 2-B: Continue to support and encourage the rehabilitation of existing housing units in the City to become decent, safe, sound and affordable housing for low- and moderate- income households below 80% AMI.
- 2-C: Continue to support homebuyer education and training programs to improve homebuyer awareness of predatory lending practices, etc.

- 2-D: Support the development of affordable housing for smaller families and single individuals.

Impediment 3: Continuing Need for Accessible Housing Units

There is a lack of accessible housing units in the City of Parkersburg as the supply of accessible housing has not kept pace with the demand of individuals desiring to live independently.

Goal: Increase the supply of accessible housing by new construction and rehabilitation of accessible housing for persons with disabilities.

Strategies: To meet this goal, the following activities and strategies should be undertaken:

- 3-A: Continue to promote the development of accessible housing by supporting and encouraging private developers and non-profits to construct, and/or rehabilitate housing that is accessible to persons with disabilities.
- 3-B: Continue to provide financial assistance for accessibility improvements to owner-occupied housing units to enable the elderly and/or persons with disabilities to remain in their existing homes.
- 3-C: Continue to enforce the ADA and Fair Housing requirements for landlords to make "reasonable accommodations" to their rental properties so they become accessible to tenants with disabilities.

Impediment 4: Public Policy

The City Zoning Ordinance needs additional definitions and provisions concerning Fair Housing.

Goal: Revise the City Zoning Ordinance to promote the development of various types of affordable housing throughout the City.

Strategies: To meet this goal, the following activities and strategies should be undertaken:

- 4-A: Revise the City Zoning Ordinance to include additional definitions, statements, and revisions to bring it into compliance with the Fair Housing Act, Americans with Disabilities Act, and Section 504 of the Rehabilitation Act.
- 4-B: Adopt a written Reasonable Accommodation Policy for housing developers and the Municipal Planning Commission to follow when reasonable accommodation requests are made concerning zoning and land use as it applies to protected classes under the Fair Housing Act.
- 4-C: Continue to assess and develop financial incentives to encourage developers and housing providers to offer more affordable housing options in the City.
- 4-D: Encourage LMI, minority, and protected class resident participation in the various City Boards and Commissions.

Impediment 5: Economic Issues Affecting Housing Choice

There is a need to improve economic opportunities in the City of Parkersburg which prevents low-income households from increasing their financial resources to be able to choose to live outside areas of concentrated poverty.

Goal: The local economy will continue to improve by providing new job opportunities, which will increase household income to promote fair housing choice.

Strategies: To meet this goal, the following activities and strategies should be undertaken:

- 5-A: Strengthen partnerships that enhance local businesses, expand the tax base, and create a more sustainable economy for residents and businesses.
- 5-B: Support and enhance workforce development and skills training that results in increased job opportunities and a living wage.
- 5-C: Continue to support programming that enhances entrepreneurship and small business development, expansion, and retention for low- and moderate-income persons, and minorities and women.
- 5-D: Continue to promote and encourage economic development with local commercial and industrial firms to expand their operations and increase employment opportunities.
- 5-E: Support and enhance entrepreneurship training programs, with a particular focus on programs that assist women, minority, and veteran-owned businesses.

A complete draft of the City's Analysis of Impediments will be made available to the community for public comment 30 days before staff schedule a public hearing and City Council considers a resolution to adopt said document.

JUNE 11, 2020

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY TABLE A
CHANGE ORDER REQUEST FOR THE COURTHOUSE
TOWER ROOF PROJECT.

ORDER

On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby TABLE a Change Order Request ladder harnesses to be utilized in the Wood County Courthouse Bell Tower Roof Project. Said Change Order was in the amount of nine hundred seventy-five dollars and zero cents (\$975.00).

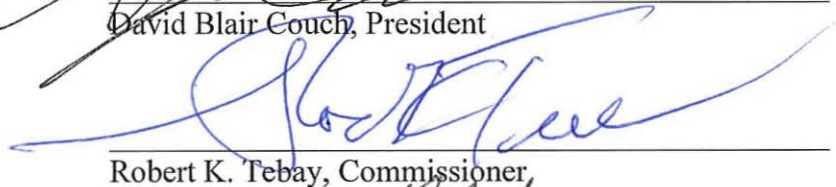
A copy of said Change Order is attached to this Order and should be made a part thereof.

APPROVED:

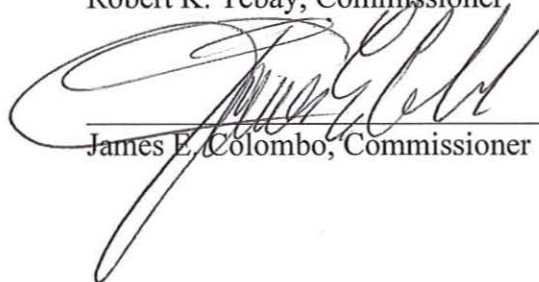
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2260

Mark Rhodes
WOOD County 03:00:02 PM
Instrument No 88213012
Date Recorded 06/11/2020
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Book-Page 75-91