



## CITY COUNCIL AGENDA January 2, 2024

Natalie Oschrin  
Michael K. Payne  
Brian R. Pinkston  
J. Lloyd Snook, III  
Juandiego Wade  
Kyna Thomas, Clerk

### 4:00 PM OPENING SESSION (led by City Manager)

This is an in-person meeting with an option for the public to participate electronically by registering in advance for the Zoom webinar at [www.charlottesville.gov/zoom](http://www.charlottesville.gov/zoom). The meeting may also be viewed on the City's streaming platforms and local government Channel 10. Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call (434) 970-3182 or submit a request via email to [ada@charlottesville.gov](mailto:ada@charlottesville.gov). The City of Charlottesville requests that you provide a 48-hour notice so that proper arrangements may be made.

### ORGANIZATIONAL MEETING

#### Call to Order/Roll Call

#### Agenda Approval

#### Reports

1. Report: Budget Presentations - Constitutional Officers/Offices

### 5:30 PM CLOSED MEETING (if called)

### 6:30 PM BUSINESS SESSION

#### Moment of Silence

#### Announcements

#### Recognitions/Proclamations

#### Board/Commission Appointments for Council

#### Consent Agenda\*

The consent agenda consists of routine, non-controversial items whereby all items are passed with a single motion and vote. After the reading of the consent agenda, the mayor will open the floor for comments from the public on the items that were read. Speakers will have up to three minutes each to make comments before City Council votes on the consent agenda. Speakers must state their name and locality for the record.

2. Minutes: November 6 regular meeting
3. Resolution: Resolution to allocate additional Funds for the Information Technology Data Center HVAC replacement - \$169,970
4. Resolution: Resolution to appropriate funding from the FY23 State Criminal Alien Assistance Program (SCAAP) Grant for Albemarle Charlottesville Regional Jail - \$16,768 (1 of 2 readings)

#### City Manager Report

#### Community Matters

Public comment for up to 16 speakers (limit 3 minutes per speaker). Preregistration available for first 8 spaces at <https://www.charlottesville.gov/692/Request-to-Speak>; speakers announced by Noon on meeting day (9:00 a.m. sign-up deadline). Additional public comment at end of meeting. Comments on Public Hearing items are heard during the public hearing only.

#### Action Items

5. Resolution: Resolution to establish days, times and places of Regular Meetings of the Charlottesville City Council during Calendar Year 2024
6. Resolution: Resolution to appropriate funding from the Capital Improvement Plan Contingency Account to Virginia Supportive Housing for Premier Circle PSH - \$750,000 (1 of 2 readings)

**General Business**

**Other Business**

**Community Matters (2)**

**Adjournment**



## DEPARTMENTAL BRIEFINGS

### VOTER REGISTRATION & ELECTION - GENERAL REGISTRAR TAYLOR YOWELL

The Charlottesville Office of the Director of Elections and General Registrar is responsible for matters pertaining to voter registration and comprehensive list maintenance; certification of candidate qualification documents; receipt and review of campaign finance filings; administration of Absentee Voting by mail and in the office beginning 46 days before each General Election or Primary; Officer of Election recruitment, training, scheduling, and compensation; maintenance, preparation, and security of voting equipment, pollbooks, ballots, and election supplies; advanced cybersecurity knowledge, training, and implementation; public engagement and education on voting processes and registration issues; media relations related to the electoral process; effective implementation of legislative mandates and policy directives within the scope of operations, and the hiring and supervision of Deputy Registrars and other staff needed to carry out these duties.

Officer of Election appointments, assignments, and management; polling place recommendations and management; selection and security of voting equipment and pollbooks; management of ballots, and certification of election results are conducted by the Charlottesville Electoral Board, for which this office provides all administrative support.

The City receives reimbursement for a portion of the General Registrar's and all of the Electoral Board's salaries.



## DEPARTMENTAL BRIEFINGS

CLERK OF COURT - HONORABLE LLEZELLE DUGGER, ESQ.

The Clerk of Court is a constitutional officer elected by her locality for an eight (8) year term. The Code of Virginia lists over 800 responsibilities and duties for the Clerk. Some key **functions include:**

**Public Safety:** The Clerk is the official record-keeper of criminal felony cases, misdemeanor appeal cases, and criminal indictments.

**Court Services:** The Clerk provides direct administrative support to the judges in court proceedings. The Clerk prepares many legal documents for the court such as criminal court orders that memorialize the outcome of a criminal court case, summonses and legal service of process, authorizations for arrest, and other judicial directives.

**Jury Management:** The Clerk manages both grand and petit jury operations.

**Land Records:** The Clerk is responsible for collecting the taxes and fees associated with the legal recordation of deeds. Additionally, the Clerk is responsible for retaining all deeds and land records recorded since the inception of the city and for ensuring adequate public access to these public records.

**Probate and Fiduciary:** The Clerk acts as a probate judge when a last will and testament is presented to the Clerk for legal probate of an estate. The Clerk is also responsible for the appointment and qualification of guardians for minors or incapacitated adults.

**Custodian of Court Cases:** The Clerk is the official recordkeeper of all circuit court cases. Under Virginia law, the Clerk is responsible for providing public access to most court files.

**Public Services:** The Clerk is responsible for issuing marriage licenses in Virginia and processing notary public commissions for citizens in the city. The Clerk issues witness subpoenas in court cases, issues concealed handgun permits among other charges.

**Official Record Keeper of Election Ballots:** The Clerk takes custody of all election ballots after the local election officials have certified the election results.

**Custodian of Historic Records:** The Clerk's Offices throughout the Commonwealth of Virginia possess a wealth of historic records that are available for public inspection.





## DEPARTMENTAL BRIEFINGS

### SHERIFF - SHERIFF JAMES BROWN

The Sheriff is a locally elected constitutional law enforcement officer of the Commonwealth of Virginia and must be elected by the citizens of their locality every four years. The Sheriff's Office is responsible for providing security at the Circuit Court and General District Court to all employees, jurors, witnesses, inmates, and visitors. The office must comply with mandates stated in the Virginia State Code for court security, civil process, transportation of prisoners (which includes the extradition of prisoners from other jurisdictions throughout the United States), and transportation of mental patients pursuant to governor's warrants and court orders from the civil/chancery side of the court's docket. Additionally, the office serves summons to both grand and petit jurors.

A portion of the City Sheriff's Office budget is reimbursed by the Commonwealth of Virginia Compensation Board.



## DEPARTMENTAL BRIEFINGS

### COMMONWEALTH'S ATTORNEY - HONORABLE JOSEPH PLATANIA, ESQ.

The Office of the Commonwealth's Attorney prosecutes criminal cases in Charlottesville's Circuit, General District, and Juvenile and Domestic Relations courts. The office provides ongoing legal advice and guidance not only to the Charlottesville Police Department concerning investigations and matters of law enforcement policy but also to other City of Charlottesville departments that have law enforcement responsibilities. While maintaining appropriate constitutional independence, the Commonwealth's Attorney and staff collaborate with community and governmental agencies in the furtherance of public safety, the well-being of crime victims, and the health of Charlottesville as a community.

A portion of this budget is reimbursed by the Commonwealth of Virginia Compensation Board. The grant-funded position supports one grant program administered through this office. The Victim-Witness Assistance Program ensures that victims and witnesses of criminal offenses will receive fair and compassionate treatment throughout the judicial process.





## DEPARTMENTAL BRIEFINGS

### COMMISSIONER OF THE REVENUE - HONORABLE TODD DIVERS

The Commissioner of the Revenue, an elected office, is responsible for the administration of several local taxes and three relief programs. The Commissioner's office also provides assistance in completing and filing Virginia income tax returns for all residents of the City. The City receives reimbursement from the Commonwealth of Virginia for a portion of the Commissioner of the Revenue's budget.

The Office of the Commissioner of the Revenue is responsible for reviewing local sales tax registrations to ensure correct coding and correct allocation of the 1% of the 5.3% tax on sales in the City and administers the following local tax programs for the City of Charlottesville: Personal Property Tax; Personal Property Tax Relief; Business Personal Property Tax; Business, Professional and Occupational License Tax; Meals Tax; Transient Occupancy Tax; Consumer Utility Tax; Consumption Tax; Short-Term Rental Tax; Public Service Corporation Tax; Bank Stock Tax.

The Office of the Commissioner of the Revenue also administers the City's tax and rent relief and grant programs:

- **Charlottesville Homeowner Assistance Program (CHAP)** - provides a grant to any qualified natural person who owns and occupies property in the city, to assist with the expenses of homeownership, and who meets certain eligibility requirements.
- **Rent/Tax Relief for the Elderly and Disabled** - The Rental Relief program provides payment of grants to qualified tenants residing in the city who are sixty-five (65) years of age or who are permanently and totally disabled. The Real Estate Tax Relief program provides real estate tax relief for qualified property owners who are sixty-five (65) years of age or permanently disabled.



## DEPARTMENTAL BRIEFINGS

### CITY TREASURER - HONORABLE JASON VANDEVER

The Treasurer's Office serves Charlottesville residents by collecting, investing, and ensuring the safekeeping of all City revenues. The office is the citizen's first point of contact for many City services requested of other departments and serves as the collection point for all fees and taxes generated by or within the City, including utility bills, personal property, real estate, state income taxes, vehicle license fees, business licenses, meals tax, trash decals, dog licenses, and all other revenues collected by the City. The office is responsible for preparing and mailing personal property and real estate bills semi-annually, collecting all tax payments, and pursuing the collection of delinquent revenues.

Additionally, the Treasurer's Office is responsible for the administration and court process of parking tickets and the zone permit parking system, including the upkeep and maintenance of its computer systems. The Treasurer invests all City operational, reserve, bond, and school funds to obtain the highest yield while minimizing risk. The Treasurer's Office ensures the safekeeping of City revenues by balancing all cash received daily and reconciling all bank accounts monthly. The Treasurer also serves as the fiscal agent for the City Schools and the Charlottesville Albemarle Technical Education Center (CATEC). The Treasurer acts as the custodian for the City Retirement Fund, oversees fund managers, makes payments for the Fund's expenses, and provides monthly reports to the Retirement Commission.

Additionally, the office serves as a Passport Acceptance Facility in coordination with the Department of State and as a DMV Select office in coordination with the Virginia Department of Motor Vehicles. The City receives reimbursement for a portion of the Treasurer's budget from the Commonwealth of Virginia's Compensation Board.



**The Clerk of Court is a constitutional officer elected by her locality for an eight (8) year term. The Code of Virginia lists over 800 responsibilities and duties for the Clerk.**

**Public Safety:** The Clerk is the official record-keeper of criminal felony cases, misdemeanor appeal cases and criminal indictments. The Clerk collects criminal fines and costs levied against criminals upon conviction in court trials. The Clerk is responsible for providing critical public safety information related to criminal convictions and terms of incarceration of criminals to the Department of Corrections, Probation and Parole agencies, the State Police, and many other public safety agencies.

**Court services:** The Clerk provides direct administrative support to the judges in court proceedings. The Clerk prepares many legal documents for the court such as criminal court orders that memorialize the outcome of a criminal court case, summonses and legal service of process, authorizations for arrest, and other judicial directives. The Clerk is responsible for maintaining all court files and ensuring proper recordkeeping of the legal documents in the court files. The Clerk is also responsible for the preparation and submission of appeal files to the Virginia Court of Appeals and the Supreme Court of Virginia.

**Jury Management:** The Clerk manages both grand and petit jury operations. Citizens are assembled by the Clerk on a regular basis to sit on a grand jury to hear testimony on criminal indictments. The Clerk is also responsible for issuing juror questionnaires to establish a qualified petit jury pool, issuing jury summons for petit jury trials, preparing jury lists, providing a comprehensive juror orientation, and coordinating the needs of citizens who report for petit jury duty.

**Land Records:** The Clerk is responsible for collecting the taxes and fees associated with the legal recordation of deeds. Additionally, the Clerk is responsible for retaining all deeds and land records recorded since the inception of the city and for ensuring adequate public access to these public records.

**Probate and Fiduciary:** The Clerk acts as a probate judge when a last will and testament is presented to the Clerk for legal probate of an estate. The Clerk ensures the authentication of the will, conducts a legal hearing with witnesses, makes a legal appointment of an executor or administrator of a decedent's estate, and prepares legal documents and orders related to the handling of the estate. The Clerk collects the applicable probate taxes for the Commonwealth.

The Clerk is also responsible for the appointment and qualification of guardians for minors or incapacitated adults.

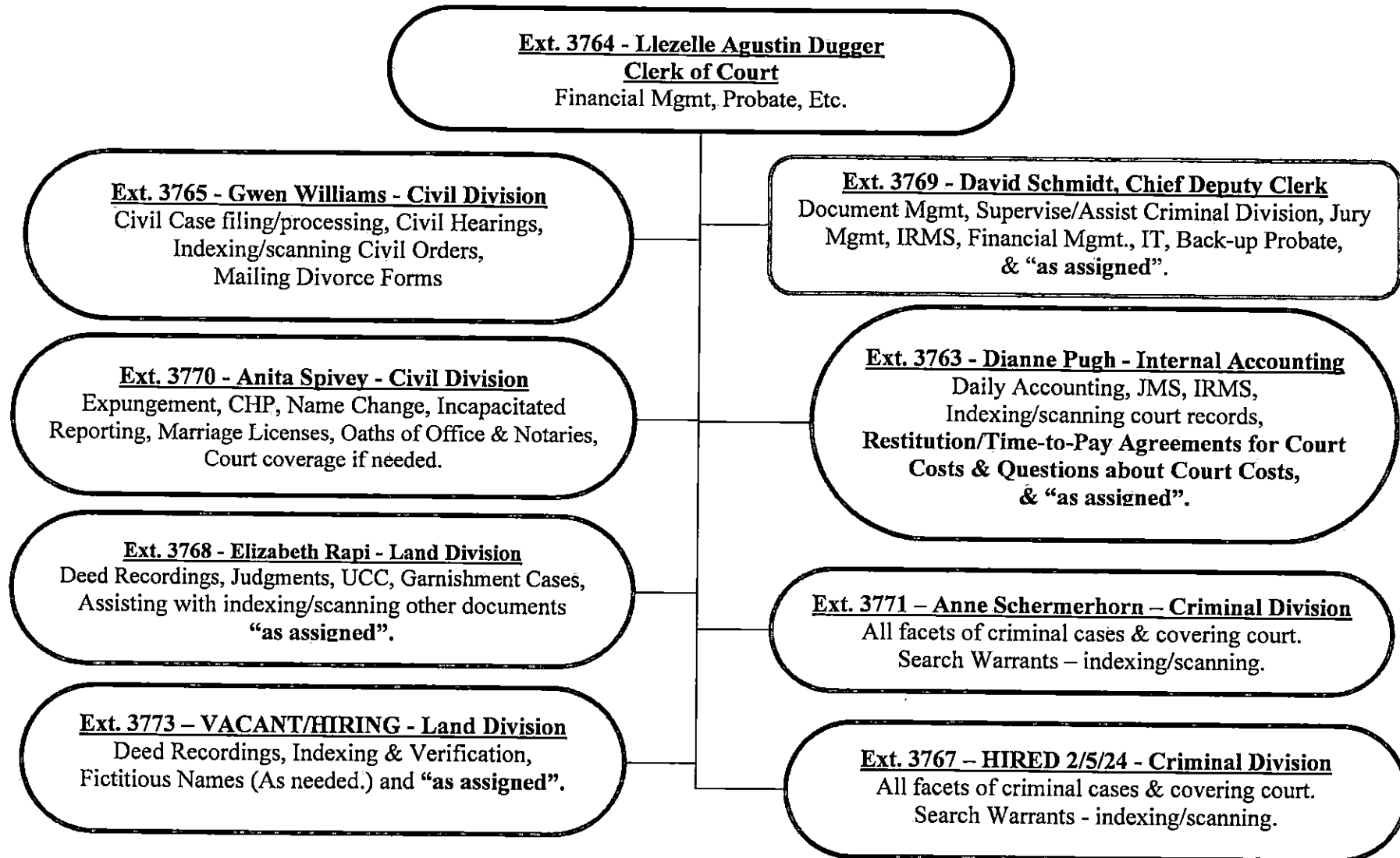
**Custodian of Court Cases:** The Clerk is the official recordkeeper of all circuit court cases which include contract disputes, claims of negligence, criminal cases, divorce proceedings, land disputes, adoptions, requests for name changes, court judgments, and many other types of court cases. Under Virginia law, the Clerk is responsible for providing public access to most court files.

**Public Services:** The Clerk is responsible for issuing marriage licenses in Virginia and processing notary public commissions for citizens in the city. The Clerk issues witness subpoenas in court cases, issues concealed handgun permits, and administers the oath of public office to elected officials, sheriff deputies, and to citizens who are appointed to local or state commission posts. In most jurisdictions, military discharge papers, referred to as DD-214, are filed with the Clerk.

**Official Record keeper of Election Ballots:** The Clerk takes custody of all election ballots after the local election officials have certified the election results.

**Custodian of Historic Records:** The Clerk's Offices throughout the Commonwealth of Virginia possess a wealth of historic records, such as the original last will and testament of George Washington, that are available for public inspection. These historical records require constant protection and preservation work to ensure these artifacts remain in existence for future generations. The General Assembly created a special grants preservation program which is managed by the Library of Virginia and this program allows Clerks to use state grant funding to perform preservation and conservation work to restore and protect Virginia's valuable history.

STAFF ORGANIZATION CHART (12/27/23)



Primary assigned tasks are reflected above. All staff are to assist the general public with receipting payments, issuing marriage licenses, swearing in Notaries, answering/fielding **general** phone calls, locating records or referring the inquiry to the Deputy Clerk responsible for that area for assistance and **undertake any other task(s) "as assigned"**.

# **CITY OF CHARLOTTESVILLE TREASURER'S OFFICE BUDGET PRESENTATION**

---

Jason Vandever, City Treasurer

Chad Everette Thorne, Chief Deputy Treasurer



# CONTENTS

- Staff Introduction
- Office Responsibilities
- Budget Request Overview
- Areas Of Focus
- Conclusion

# CITY TREASURER'S OFFICE

---

Promote the financial health of the City through professional collection, processing and investments of revenue.

# CITY TREASURER'S OFFICE



## Administration

Office Management  
Budget and Revenue Team  
Retirement Fund



## Customer Service

Payment Processing  
In-Person Services  
DMV Select



## Revenue Compliance

Tax Billing  
Revenue Collections  
US Passport Services



## Cash Management

Reconciliation  
Disbursements  
Banking and Investments

# STATE MANDATED FUNCTIONS

## Tax Related Duties

- Bill Real Estate and Personal Property Taxes
- Process and Collect City Taxes
- Process State and Estimated Personal Income Taxes

## Other State Mandated Duties

- Banking Reconciliation
- Disbursements and Payroll
- Payment Processing
- Cash and Investment Management
- Dog Licenses
- Unclaimed Property



# CITY FUNCTIONS

## Program Administration

- Trash Stickers and Annual Decals
- Zone Parking Permits
- Parking Tickets and Appeals
- Fiscal Agent for City Schools
- Fiscal Agent for CATEC
- Fiscal Agent for JMRL

## Other City Functions

- Utility Billing Payment Processing
- Retirement Fund Investments
- Revenue Team
- Health Care and Retirement Budget Team

# AREAS OF FOCUS

## DMV SELECT

- Service started in 2019
- Process select vehicle-based transactions
- In 2022 we titled 1,477 vehicles
- In 2022 we processed over 6,000 DMV transactions
- Currently suspended due to flood and remodel

## US PASSPORTS

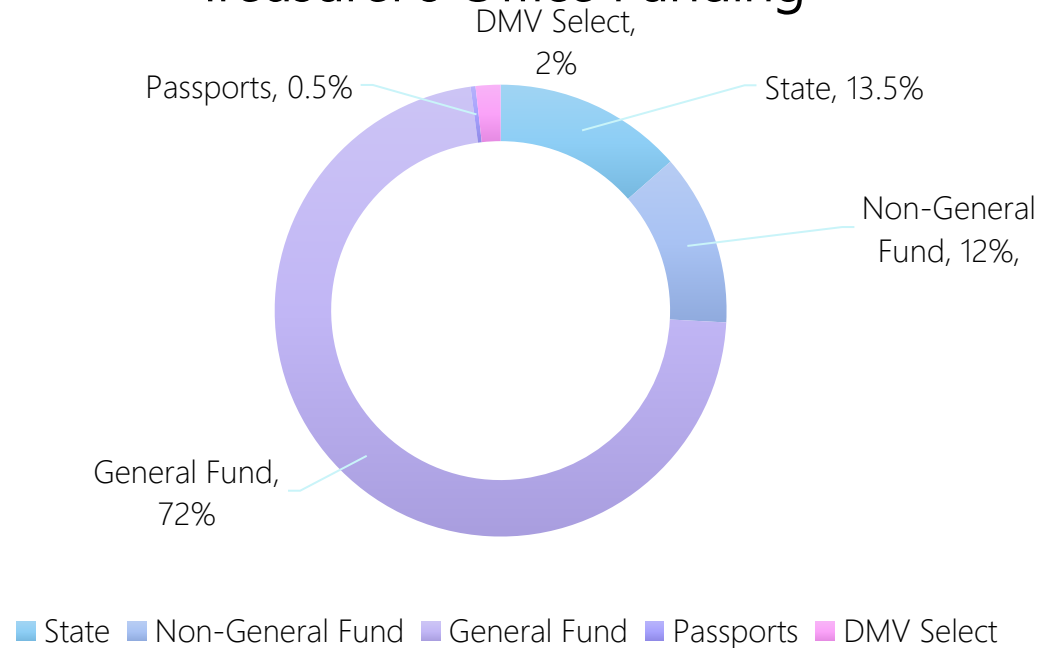
- Service started in FY19
- Processed 190 passport applications in the last year
- Online Scheduling Available
- Special Events for CHS and UVA
- Maintained service through flood mitigation and remodel

## ONLINE PAYMENTS

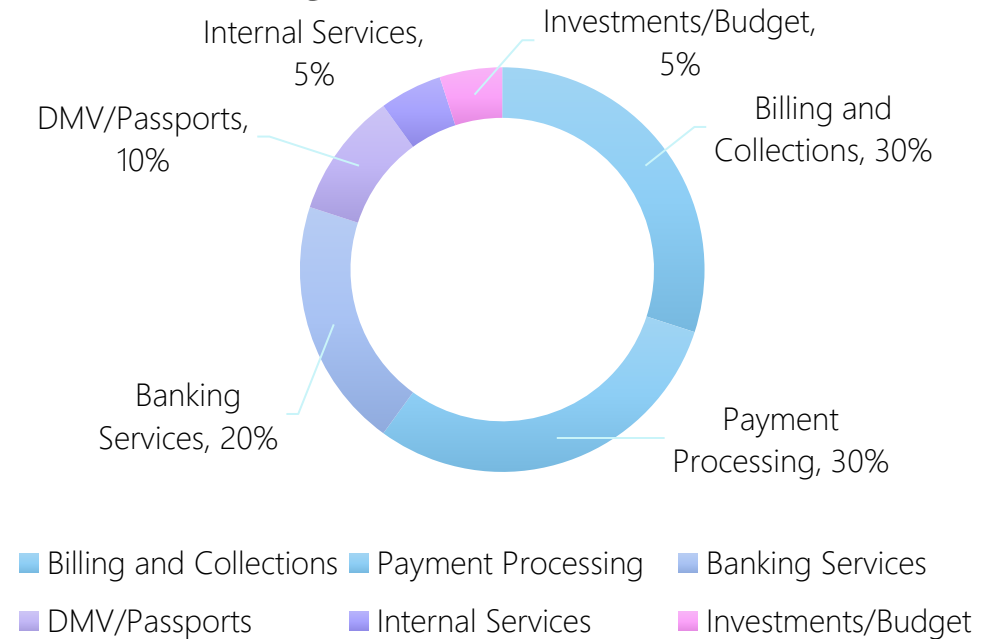
- New Service Provider in 2021
- Online payments up 21% YoY
- Paperless billing up 39% YoY
- Enrolled AutoPay up 41% YoY
- Online NDS Permits- \$182,000 since August 2023

# BUDGET REQUEST OVERVIEW

## Treasurer's Office Funding



## Program Administration



# FY25 BUDGET DRIVERS AND PRIORITIES

## Budget Drivers

- City Personnel Costs
- Software Cost Increases
- Postage and Mailing Increases
- Payment Processing Costs

## FY25 Priorities

- Lobby and Office Remodel
- Debt Management Software Implementation
- City Hall Ambassador Workplan
- Engagement and Wellness Initiatives

\*Our FY25 Budget Request is just over \$1.7 Million





# THANK YOU

---

Jason Vandever

City Treasurer

[citytreas@charlottesville.gov](mailto:citytreas@charlottesville.gov)

434-970-3146

## CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES

November 6, 2023 at 4:00 PM

Council Chamber, 605 E. Main Street

The Charlottesville City Council met on Monday, November 6, 2023. Mayor Lloyd Snook called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting all councilors present: Mayor Lloyd Snook, Vice Mayor Juandiego Wade and Councilors Michael Payne, Brian Pinkston and Leah Puryear.

On motion by Wade, seconded by Puryear, Council unanimously approved the meeting agenda.

### REPORTS

#### 1. PRESENTATION: Budget Presentations - Operations

City Manager Sam Sanders stated that this is a continuation of department budget briefings to City Council in preparation for the City Manager's budget presentation to City Council in March.

James Freas, Director, presented the Neighborhood Development Services overview.

Riaan Anthony, Deputy Director, presented the Parks and Recreation overview.

Avery Thompson, Management Analyst, presented the Department of Public Works update.

Lauren Hildebrand, Director, presented the Department of Utilities report.

With no closed meeting, the meeting recessed until 6:30 p.m.

### BUSINESS SESSION

City Council began the business session with a moment of silence.

### RECOGNITIONS/PROCLAMATIONS

- **PROCLAMATION: Recognizing Cyndi Richardson as 2023 Virginia State Crisis Intervention Team (CIT) Coalition Peer of the Year**

Mayor Snook presented the proclamation to Cyndi Richardson, who accepted with comments.

- **PROCLAMATION: 160th Anniversary of First Baptist Church West Main Street**

Vice Mayor Wade presented the proclamation, which was accepted by Don Gathers, a member of the church.

### CONSENT AGENDA\*

Clerk of Council Kyna Thomas read the following Consent Agenda items into the record:

2. MINUTES: August 21 regular meeting, October 3 work session, October 11 work session

3. ORDINANCE: Amendment of Charlottesville City Code Sec. 15-75 to Comply with Recent Amendments to the Virginia Code Sec. 46.2-924(A) Requiring Drivers to Stop for Pedestrians in Crosswalks (2nd reading)

**AN ORDINANCE AMENDING SECTION 15-75 (DUTY TO YIELD RIGHT-OF-WAY TO PEDESTRIANS), OF ARTICLE III (OPERATION OF VEHICLES GENERALLY), DIVISION 4 (RATES AND CHARGES), OF CHAPTER 15 (MOTOR VEHICLES AND TRAFFIC), OF THE CODE OF THE CITY OF CHARLOTTESVILLE, 1990, AS AMENDED, TO CONFORM WITH THE NEW REQUIREMENTS OF CODE OF VIRGINIA, § 46.2-924, AS AMENDED**

4. ORDINANCE: Amendment of Charlottesville City Code Sec. 15-435 to Permit a Towing Operator Fuel Surcharge Fee to Conform to Changes in State Law (2nd reading)

**AN ORDINANCE AMENDING SECTION 15-435 (RATES AND CHARGES), OF ARTICLE IX (REMOVAL, IMMOBILIZATION, AND DISPOSITION OF VEHICLES UNLAWFULLY PARKED ON PRIVATE PROPERTY), DIVISION 4 (RATES AND CHARGES), OF CHAPTER 15 (MOTOR VEHICLES AND TRAFFIC), OF THE CODE OF THE CITY OF CHARLOTTESVILLE, 1990, AS AMENDED, TO CONFORM WITH THE NEW REQUIREMENTS OF CODE OF VIRGINIA, § 46.2-1233.1, AS AMENDED**

5. RESOLUTION: Resolution to appropriate funds from the Charlottesville/Albemarle Adult Drug Treatment Court Grant Award - \$240,000 (2nd reading)

**RESOLUTION APPROPRIATING FUNDS  
Charlottesville/Albemarle Adult Drug Treatment Court Grant Award  
\$240,000**

**WHEREAS**, the Supreme Court of Virginia awarded the Supreme Court of Virginia Drug Treatment Court Docket Grant in the amount of \$240,000 for the Charlottesville/Albemarle Drug Court Treatment Court in order to fund salaries, benefits, and operating expenses; and

**WHEREAS**, the City of Charlottesville serves as the fiscal agent for this grant program; and

**WHEREAS**, the City of Charlottesville and Albemarle County both have dedicated local matches to this grant, totaling \$140,717; and

**WHEREAS**, the grant award covers the period July 1, 2023 through June 30, 2024.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$240,000, received as a grant from the Supreme Court of Virginia, is hereby appropriated in the following manner:

**Revenues**

\$240,000      Fund: 209      Internal Order: 1900536      G/L Account: 430120

**Expenditures**

\$240,000      Fund: 209      Internal Order: 1900536      G/L Account: 530550

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$240,000 from the Supreme Court of Virginia.

6. RESOLUTION: Resolution to appropriate funding from the FY22 State Criminal Alien Assistance Program (SCAAP) Grant for Albemarle Charlottesville Regional Jail - \$19,050 (2nd reading)

**RESOLUTION APPROPRIATING FUNDS**

**State Criminal Alien Assistance Program (SCAAP) Grant for 2022 reimbursement  
\$19,050**

**WHEREAS**, the State Criminal Alien Assistance Program (SCAAP) grant, providing federal payments for correctional officer salary costs incurred for incarcerating certain undocumented criminals has been awarded the City of Charlottesville, on behalf of the Albemarle-Charlottesville Regional Jail, in the amount of \$19,050.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that a total of \$14,859 be appropriated and passed through to the Albemarle-Charlottesville Regional Jail and \$4,191 be appropriated and passed through to Justice Benefits, Inc.

**Revenues**

\$19,050      Fund: 211      Internal Order: 1900511      G/L Account: 431110

**Expenses**

\$14,859      Fund: 211      Internal Order: 1900511      G/L Account: 530550

\$4,191      Fund: 211      Internal Order: 1900511      G/L Account: 530670

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$19,050 from the U. S. Bureau of Justice Assistance.

7. RESOLUTION: Resolution to appropriate funding from the FY23 Housing Opportunities for Persons with AIDS/HIV (HOPWA) Grant - \$382,352 (2nd reading)

**RESOLUTION APPROPRIATING FUNDS**

**Housing Opportunities for Persons with AIDS/HIV (HOPWA) Grant  
\$382,352**

**WHEREAS,** The City of Charlottesville, through the Department of Human Services, has received the H.O.P.W.A. Grant from the Virginia Department of Housing and Community Development in the amount of \$382,352;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the sum of \$382,352 is hereby appropriated in the following manner:

**Revenues**

\$382,352 Fund: 209 IO: 1900532 (H.O.P.W.A.) G/L: 430120 Federal Pass-Thru State

**Expenditures**

\$382,352 Fund: 209 IO: 1900532 (H.O.P.W.A.) G/L: 530550 Contracted Services

**BE IT FURTHER RESOLVED,** that this appropriation is conditioned upon receipt of \$382,352 in funds from the Virginia Department of Housing and Community Development.

8. RESOLUTION: Resolution to appropriate Victim Witness Assistance Program Grant - \$258,342 (carried)
9. RESOLUTION: Resolution to appropriate funding from the Supreme Court of Virginia Behavioral Health Docket Grant - \$67,792 (carried)
10. RESOLUTION: Resolution to appropriate Virginia Department of Education Special Nutrition Program Child and Adult Care Food Program funding - \$30,000 (carried)
11. RESOLUTION: Resolution accepting Paynes Mill Road into the City street system

**RESOLUTION**

**Accepting Paynes Mill into the City street system for maintenance**

**WHEREAS,** the new portions of Paynes Mill, have been completed by Southern Stone LLC, and has asked the City to accept the streets of Paynes Mill RD into the City street system;

**WHEREAS,** City staff has inspected those street sections of Paynes Mill RD and recommends acceptance into its street system for maintenance; now, therefore

**BE IT RESOLVED,** by the Council of the City of Charlottesville, Virginia, on recommendation of the City Engineer, that the new street of Paynes Rd, as shown on the attached drawing, are hereby accepted into the City street system for maintenance. The subject roadway has been built to the specifications and standards required by the city approved plan.

12. RESOLUTION: Resolution to Approve Mutual Aid Agreement for Fire and Rescue Services Between the City of Charlottesville and Albemarle County

**RESOLUTION**

**Approving and Authorizing Execution of Mutual Aid Agreement Between  
The City of Charlottesville Fire Department and the  
Albemarle County Department of Fire Rescue**

**WHEREAS**, the Charlottesville City Council finds it is in the best interest of the City of Charlottesville (“City”) to enter into a Mutual Aid Agreement (“Agreement”) with the County of Albemarle (“County”) to govern the continued rendering of assistance between the City and County of firefighting and emergency response services to preserve public safety and to prevent the loss of life and property within our respective communities; and

**WHEREAS**, the Agreement has been fully endorsed by the City’s Fire Department and the County’s Department of Fire Rescue, approved as to form by the City and County Attorneys, and signed by the City Manager and County Executive;

**BE IT RESOLVED**, the Charlottesville City Council hereby approves the Mutual Aid Agreement, and authorizes the City Manager to execute the Agreement on behalf of the City of Charlottesville.

Mayor Snook opened the floor for public comment on the consent agenda. No speakers came forward.

On motion by Wade, seconded by Puryear, Council by a vote of 5-0 (Ayes: Payne, Pinkston, Puryear, Snook, Wade; Noes: none) APPROVED the consent agenda.

**CITY MANAGER REPORT**

City Manager Sam Sanders provided an update on the alternative fuels study for Charlottesville Area Transit, proposing a presentation of recommendations at the January 16 Council meeting. Staff is working to schedule a site visit to Montgomery County, Maryland, to see a locality that has made a transformation in public transit. Regarding homelessness intervention, Mr. Sanders emphasized the priority and looking into overnight sheltering as needed for the near-term. For a longer-term housing solution, Mr. Sanders and staff are working to help fill a funding gap of \$1.4 Million for a permanent supportive housing project of 80 permanent units.

- **Presentation from PROS Consulting on the Parks & Recreation Comprehensive Master Plan.**

Will Bassett, Parks and Recreation, introduced Mike Svetz of Pros Consulting, who will develop the Parks and Recreation Master Plan. Mr. Svetz provided an overview of the Master Plan process and deliverables, and answered questions for Council.

## COMMUNITY MATTERS

Mayor Snook opened the floor for comments from the public.

1. Kettie Rupnik, Lankford Avenue resident, spoke about issues on Lankford Avenue, and she requested traffic calming improvements to reduce speeding and improve safety.
2. Maria Duster, C3 Climate Justice Policy Manager, spoke about the city's need to invest in zero-emissions buses and actions that the city can take to reduce carbon emissions.
3. Lucas Schatz, UVA student, spoke about City bus fuel alternatives.
4. Violet Wiley, a local high school student in Albemarle County, spoke about the need for the city to implement zero-emission public buses.
5. Sara Stephens, Lankford Avenue resident, spoke about issues on Lankford Avenue, and she requested traffic calming improvements such as speed humps to reduce speeding and improve safety.
6. Ryan McCall, city resident, spoke about the need for the city to convert to zero-emissions buses.
7. Asa Eslocker and his daughter, Lankford Avenue residents, spoke about issues on Lankford Avenue, and requested traffic calming measures to reduce speeding and improve safety.
8. Maria Kinnan, a high school student in Albemarle County, spoke about the need for the City to implement zero-emission public buses.
9. Brian Ang, UVA student, spoke about an alternative fuels plan for city transit buses, and the need for the city to incorporate zero-emissions battery electric buses.
10. Ellen Contini-Morava, city resident, spoke about Jefferson Park Avenue neighborhood concerns regarding the Draft Zoning Ordinance.
11. Jamell Bouie, Lankford Avenue resident, spoke about speeding issues on Lankford Avenue, and requested traffic calming measures such as speed bumps to reduce speeding and improve safety, and possibly making it a one-way street.
12. Kendall Poloma, UVA student, spoke about the city's dependency on natural gas, and a need for "greening" the housing stock with clean electric infrastructure, and eliminating the natural gas incentive.
13. Peter Krebs, Piedmont Environmental Council and city resident, spoke in support of the properties considered as 0 East High Street coming into the City's portfolio. He spoke about possible uses for the land and connectivity.
14. Mahdi Amani, a Lankford Avenue resident, spoke about speeding issues on Lankford Avenue, and requested traffic calming measures such as speed bumps and warning signs to reduce speeding and improve safety.
15. Ananya Medon, a high school student in Albemarle County, spoke about the need for the city to switch to the use of zero-emission public buses.
16. Kate Fraleigh, city resident, spoke about the proposed jail renovation plan. She spoke about the need for tax dollars to go toward incarceration prevention programs.



## **ACTION ITEMS**

### **13. ORDINANCE: Ordinance to rezone property located at 630 Cabell Avenue**

Dannan O'Connell, Senior Planner, presented the rezoning proposal.

On motion by Pinkston, seconded by Puryear, Council by a vote of 5-0 (Ayes: Payne, Pinkston, Puryear, Snook, Wade; Noes: none) ADOPTED the ordinance.

#### **AN ORDINANCE APPROVING A REQUEST TO REZONE LAND FRONTING ON CABELL AVENUE FROM MULTIFAMILY RESIDENTIAL (R-3) AND TWO-FAMILY RESIDENTIAL UNIVERSITY (R-2U) TO MULTIFAMILY RESIDENTIAL (R-3)**

### **14. RESOLUTION: Resolution for City of Charlottesville participation in a joint amicus brief related to the Regional Greenhouse Gas Initiative (RGGI)**

Kristel Riddervold, Environmental Sustainability Manager, presented the resolution request. City Attorney Jay Stroman, provided additional comments, and stated that taking this initiative is in line with the city's climate goals.

On motion by Pinkston, seconded by Payne, Council by a vote of 5-0 (Ayes: Payne, Pinkston, Puryear, Snook, Wade; Noes: none) APPROVED the resolution. Mr. Payne emphasized the direct local effect from the withdrawal.

#### **RESOLUTION SUPPORTING THE CITY OF CHARLOTTESVILLE'S PARTICIPATION IN A JOINT AMICUS BRIEF OPPOSING VIRGINIA'S WITHDRAWAL FROM THE REGIONAL GREENHOUSE GAS INITIATIVE**

**WHEREAS** the Virginia General Assembly passed legislation in 2020 through which Virginia joined the Regional Greenhouse Gas Initiative (RGGI); and

**WHEREAS** RGGI is a cooperative, market-based effort among eleven mid-Atlantic and Northeastern states designed to reduce CO2 emissions from the power sector; and

**WHEREAS** in Virginia, RGGI funds two important programs (The Housing Innovation Energy Efficiency Fund and the Community Flood Preparedness Fund) that have provided significant funding to local projects related to energy efficient low-income housing and to flood resilience planning; and

**WHEREAS** recognizing the importance of a clean energy future, the City of Charlottesville has consistently expressed its support for Virginia's participation in RGGI through the passing of a related Resolution in June 2015, participation in public comment opportunities in 2022 and 2023, and inclusion of a specific related action in the 2023 Climate Action Plan; and

**WHEREAS** the Virginia State Air Pollution Control Board (APCB) has voted to withdraw Virginia from RGGI, thus discontinuing revenue streams that are having a beneficial impact in Charlottesville and communities across the Commonwealth; and

**WHEREAS** the Southern Environmental Law Center (SELC) recently filed a lawsuit in Fairfax County Circuit Court against the APCB and Virginia Department of Environmental Quality (DEQ) asserting that legislation cannot be undermined by administrative action; and

**WHEREAS** several Virginia localities are working together to file a joint amicus brief in support of SELC's lawsuit and to communicate the negative effect it will have on local communities.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the City Attorney is authorized to sign a joint amicus brief supporting the Southern Environmental Law Center's position opposing Virginia's withdrawal from the Regional Greenhouse Gas Initiative.

**15. RESOLUTION: Resolution Authorizing the City Manager to Enter Into an Assignment of Contract to Acquire 23.81 Acres of Property at 0 Caroline Avenue, 510 Caroline Avenue, 532 Caroline Avenue and 0 East High Street and Enter into a Mutual Release**

City Manager Sanders summarized the background of the site, for which a proposed controversial development was presented this year, and the process of bringing the resolution forward for Council to take action to purchase the site, including a single-family home. Councilors made comments in support of the purchase.

On motion by Payne, seconded by Pinkston, Council by a vote of 5-0 (Ayes: Payne, Pinkston, Puryear, Snook, Wade; Noes: none) APPROVED the resolution.

**A RESOLUTION**

**AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ASSIGNMENT OF CONTRACT TO ACQUIRE 23.81 ACRES OF PROPERTY LOCATED AT 0 CAROLINE AVENUE, 510 CAROLINE AVENUE, 532 CAROLINE AVENUE AND 0 EAST HIGH STREET AND TO ENTER INTO A MUTUAL RELEASE OF CLAIMS WITH SEVEN DEVELOPMENT, LLC AND RIVERSIDE MULTIFAMILY, LLC**

**WHEREAS**, Seven Development LLC ("Seven") sought to develop a multifamily project known as 0 East High Street; and

**WHEREAS**, that development would have encompassed properties located at 0 Caroline Avenue, 510 Caroline Avenue, 532 Caroline Avenue and 0 East High Street; and

**WHEREAS**, Charlottesville Planning Commission conducted a Code of Virginia 15.2-2232 review and found that certain public improvements for the project were not in substantial accord with the Comprehensive Plan; and

**WHEREAS**, Seven appealed the Planning Commission's determination to the City Council, and the City Council affirmed the Planning Commission's determination; and

**WHEREAS**, the Property is located in an environmentally sensitive area; and

**WHEREAS**, the Property is suitable for passive recreational uses; and

**WHEREAS**, the City Council believes the acquisition of the Property for the aforementioned public purpose is in the best interests of the City; and

**WHEREAS**, Seven has assigned its interests to Riverside Multifamily, LLC (“Assignor” or “Riverside”) to acquire the properties from Southern Ventures, Inc., Southern Vector, Inc. and Wendell Wood (“Sellers”); and

**WHEREAS**, City staff has negotiated an Assignment of Contract Agreement (“Assignment”) with the above-referenced parties pursuant to which the City will acquire 23.81 acres of property at 0 Caroline Avenue, 510 Caroline Avenue, 532 Caroline Avenue and 0 East High Street and addresses not yet determined (“the Property”) from the Sellers and pay an Assignment Fee to the Assignor, subject to City Council Approval; and

**WHEREAS**, it is in the best interests of the City to enter into a Mutual Release of Claims to resolve all issues between it and Seven, as well as its successor in interest Riverside with respect to the acquisition and the Code of Virginia Sec. 15.2-2232 review:

**NOW, THEREFORE, BE IT RESOLVED** that this Council authorizes the City Manager to enter into the Assignment of Contract with Assignor, Sellers and Seven in such form as approved by the City Attorney; and

**BE IT FURTHER RESOLVED** that the City Manager is authorized to enter into a Mutual Release of Claims with Seven and Riverside in such form as approved by the City Attorney.

**16. RESOLUTION: Resolution to Approve Appropriation for the Assignment of Contract to Acquire 510 Caroline Avenue, 532 Caroline Avenue and 0 East High Street (carried)**

Following discussion of the previous related agenda item, Council agreed to move the appropriation resolution to the Action Items portion of the November 20 meeting for second reading and vote.

**OTHER BUSINESS**

Councilor Payne requested as part of the follow up on Lankford Avenue concerns, to loop in Charlottesville Redevelopment and Housing Authority to expedite getting to a solution.

Vice Mayor Wade expressed a desire for staff to conduct a traffic study on Lankford Avenue.

Mayor Snook provided an update about an issue that a speaker brought forth a couple of months ago regarding Dominion Energy. He thanked Felix at Dominion for making the connection to help the citizen.

## COMMUNITY MATTERS (2)

Mayor Snook opened the floor for comments from the public.

- Mary Margaret Lee, UVA student, spoke about the implementation of battery electric buses about public transit fleet expansion, and the potential for a public service campaign to encourage more ridership.
- Hailey Mulligan, city resident, spoke about a public safety issue with the lack of lighting on Montebello Circle.
- Eli Cooke, UVA student and Charlottesville native, spoke about the negative health effects of diesel buses, and the need to implement battery-electric buses.
- Amanda Bilchik, a high school student in Albemarle County, spoke about climate justice and the need to reduce greenhouse gas emissions by implementing battery-electric buses.
- Josie Fishman, a local high school student, spoke about climate justice and the need to reduce greenhouse gas emissions by implementing battery-electric buses.
- Virginia Fleming, UVA student, spoke about the need for Charlottesville Area Transit to switch to battery-electric buses, expand its fleet, and use depot charging.
- Natalie Oschrin, city resident, spoke about improving streets and street design for the city, using roundabouts.
- Jay Oschrin, city resident, spoke about benefits of increasing residential density with the updated Zoning Ordinance. He expressed concerns with the Planning Commission's recommendation for R-NA zoning. He requested that the tax assessment strategy be adjusted.
- Andrew Hickson, Lankford Avenue resident, spoke about safety issues on Lankford Avenue, including speeding and gunfire. He requested safety measures such as speed humps.
- James Groves, city resident, spoke about the need to keep the city's climate goals in mind and for Charlottesville Area Transit to switch to battery-electric buses.

The meeting adjourned at 8:58 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



Agenda Date:	January 2, 2024
Action Required:	Approve Resolution
Presenter:	Krisy Hammill, Director of Budget
Staff Contacts:	Kristel Riddervold, Director Michael Goddard, Facilities Development Manager Steve Hawkes, Director
Title:	<b>Resolution to allocate additional Funds for the Information Technology Data Center HVAC replacement - \$169,970</b>

**Background**

The FY24 Capital Improvement Program (CIP) includes \$318,386 in funding for the replacement of the air conditioning (AC) units in the Information Technology (IT) Data Center. The units are essential to maintain proper temperature levels for the City's on-premises resources that provide critical services including SAP and many departmental and cross-departmental systems.

**Discussion**

Following close coordination between the Office of Sustainability, Facilities Development, Facilities Maintenance and the design/build engineering firm, CMTA, staff received a cost proposal for this project. Consistent with escalating costs for equipment and construction across the industry, this cost proposal exceeds the available funds.

It is the consensus of the team to utilize a design/build Energy Performance Contract to deliver this project. This contract mechanism is planned to be used for a suite of energy improvement projects, many which were identified through recently completed Technical Energy Audits (TEAs). A balance of \$80,994 in the CIP project that funded the TEAs can be used to support this IT Data Center AC replacement project, leaving a remaining funding gap of \$88,976. Funding to address that gap is being requested from the Capital Improvement Program Contingency account.

**Alignment with City Council's Vision and Strategic Plan**

This project aligns with the strategic outcome of organizational excellence by maintaining critical infrastructure.

**Community Engagement**

**Budgetary Impact**

N/A

**Recommendation**

Staff recommends approval of this resolution.

**Alternatives**

If additional funding is not approved, the project would be delayed and other alternatives would have to be discussed.

**Attachments**

1. \$169,970\_Allocation of Additional Funds for IT Data Center HVAC Replacement

**RESOLUTION**  
**Allocation of Additional Funds for the IT Data Center HVAC Replacement**  
**\$169,970**

**WHEREAS**, the City of Charlottesville FY24 Capital Improvement Program (CIP) includes \$318,386 in funding for the replacement of the air conditioning units in the Information Technology (IT) Data Center; and

**WHEREAS**, the cost proposals for the replacement exceeds the available funds; and

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the additional funds needed for this project will be transferred from the Capital Improvement Program Contingency Account and from an existing account previously budgeted for energy improvement projects as follows:

**Transfer From:**

\$ 88,976	Fund: 426	WBS: CP-080	G/L Account: 599999
\$ 80,994	Fund: 426	WBS: P-01013	G/L Account: 599999

**Transfer To:**

\$ 169,970	Fund: 426	Funded Program: 10000023	G/L Account: 599999
------------	-----------	--------------------------	---------------------

**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



Agenda Date:	January 2, 2024
Action Required:	Appropriation of the \$16,768 for the FY23 State Criminal Alien Assistance Program (SCAAP).
Presenter:	Taylor Harvey-Ryan, Grants Program Manager
Staff Contacts:	Taylor Harvey-Ryan, Grants Program Manager
Title:	<b>Resolution to appropriate funding from the FY23 State Criminal Alien Assistance Program (SCAAP) Grant for Albemarle Charlottesville Regional Jail - \$16,768 (1 of 2 readings)</b>

**Background**

The City of Charlottesville has received the State Criminal Alien Assistance Program Grant (SCAAP), on behalf of the Albemarle-Charlottesville Regional Jail, in the amount of \$16,768. These are federal funds to reimburse the Albemarle-Charlottesville Regional Jail for Fiscal Year 2023 expenses of housing convicted alien inmates. Albemarle County is appropriating funds received under the same program that will also be passed through to the Regional Jail.

**Discussion**

The State Criminal Alien Assistance Program (SCAAP) provides federal payments to states and localities that incur correctional officer salary costs for incarcerating certain undocumented criminal aliens. The award amount is based on the number of undocumented persons incarcerated at the Albemarle-Charlottesville Regional Jail. As this is not a one-time grant, the Jail will receive future payments from the City as they are granted.

**Alignment with City Council's Vision and Strategic Plan**

These funds align with City Council's Vision for a Smart, Citizen-Focused Government -- Acceptance of these funds will support quality services at our Regional Jail and will help ensure that services are provided in the most efficient and cost-effective way to citizens.

These funds also support the City of Charlottesville's 2023 City Council Strategic Plan Framework's Strategic Outcome Area, Public Safety, which indicates "Charlottesville provides comprehensive, trusted public safety services and treats everyone with dignity and respect".

**Community Engagement**

N/A

**Budgetary Impact**



There is no budgetary impact as 78% of these funds will be passed through directly to the Regional Jail. The remaining 22% will be sent to Justice Benefits, Inc., which provides administrative support for the regional jail.

**Recommendation**

Staff recommends approval and appropriation of funds to the Regional Jail.

**Alternatives**

N/A

**Attachments**

1. SCAAP\_Regional Jail appropriation 2023 Resolution

**RESOLUTION APPROPRIATING FUNDS**  
**State Criminal Alien Assistance Program (SCAAP) Grant for 2023 reimbursement**  
**\$16,768**

**WHEREAS**, the State Criminal Alien Assistance Program (SCAAP) grant, providing federal payments for correctional officer salary costs incurred for incarcerating certain undocumented criminals has been awarded the City of Charlottesville, on behalf of the Albemarle-Charlottesville Regional Jail, in the amount of \$16,768.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that a total of \$13,079.04 be appropriated and passed through to the Albemarle-Charlottesville Regional Jail and \$3,688.96 be appropriated and passed through to Justice Benefits, Inc.

**Revenues**

\$16,768	Fund: 211	Internal Order: 1900543	G/L Account: 431110
----------	-----------	-------------------------	---------------------

**Expenses**

\$13,079.04	Fund: 211	Internal Order: 1900511	G/L Account: 530550
\$3,688.96	Fund: 211	Internal Order: 1900511	G/L Account: 530670

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$16,768 from the U. S. Bureau of Justice Assistance.

**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



Agenda Date:	January 2, 2024
Action Required:	Establish meeting dates for 2024
Presenter:	Mayor
Staff Contacts:	Kyna Thomas, Clerk of Council
Title:	<b>Resolution to establish days, times and places of Regular Meetings of the Charlottesville City Council during Calendar Year 2024</b>

**Background**

Local municipalities may approve a regular Council meeting schedule for the calendar year in order to establish meeting dates for the year. The proposed schedule includes variances according to holidays and Council may choose to make adjustments.

**Discussion**

Regularly scheduled City Council meetings take place on the first and third Mondays of each month in Council Chamber at City Hall, 605 E. Main Street. If a regularly scheduled Council meeting falls on a holiday, then the meeting will take place on Tuesday. Meetings generally begin at 4:00 p.m. with a work session for hearing reports and presentations that do not require a vote, followed by a closed session (if needed), and a 6:30 p.m. business meeting. Council has previously chosen to take a summer break and has discussed holding only one meeting in months with major holidays such as November and December. The regular Council meeting schedule for 2024 may be modified after Council discussion. The approved schedule will be posted on the city website as the official public notice for City Council meetings, as well as at the Office of the Clerk of Council.

**Alignment with City Council's Vision and Strategic Plan**

**Community Engagement**

n/a

**Budgetary Impact**

n/a

**Recommendation**

***"I move the RESOLUTION establishing days, times and places of Regular Meetings of the Charlottesville City Council during Calendar Year 2024 with amendments as discussed."***

**Alternatives**

none

**Attachments**

1. RES\_2024 Regular Meeting Dates

**RESOLUTION**  
**Establishing Days, Times and Places of Regular Meetings of the**  
**Charlottesville City Council During Calendar Year 2024**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CHARLOTTESVILLE, VIRGINIA, THAT** pursuant to Virginia Code Sec. 15.2-1416, the regular meetings of the Charlottesville City Council shall be conducted on the following days, times, and places during calendar year 2024:

<b>DATES</b>		
January 2, 2024 ( <i>Tuesday</i> )	May 6, 2024	September 3, 2024 ( <i>Tuesday</i> )
January 16, 2024 ( <i>Tuesday</i> )	May 20, 2024	September 16, 2024
February 5, 2024	June 3, 2024	October 7, 2024
February 20, 2024 ( <i>Tuesday</i> )	June 17, 2024	October 21, 2024
March 5, 2024 ( <i>Tuesday</i> )	July 1, 2024	November 4, 2024
March 18, 2024	July 15, 2024	November 18, 2024
April 1, 2024	August 5, 2024	December 2, 2024
April 15, 2024	August 19, 2024	December 16, 2024

**TIME:** 4:00 p.m. work session;  
5:30 p.m. closed meeting (if called);  
6:30 p.m. business meeting upon conclusion of the closed meeting agenda

**LOCATION:** City Hall Council Chamber  
605 E. Main Street, 2<sup>nd</sup> Floor  
Charlottesville, VA  
Electronic participation via Zoom, with registration available at:  
[www.charlottesville.gov/zoom](http://www.charlottesville.gov/zoom)

**BE IT FURTHER RESOLVED THAT** any regular meeting may be adjourned from day to day, or from time to time, or from place to place, not beyond the day and time fixed by this resolution for the next regular meeting, until the business before this City Council is completed. Notice of any regular meeting continued in this manner shall be reasonable under the circumstances and shall be given as provided in subsection D of Virginia Code Section 2.2-3707.

**BE IT FURTHER RESOLVED THAT**, in the event that the Mayor, or the Vice Mayor if the Mayor is unavailable or otherwise unable to act, finds and declares that weather or other conditions are such that it is hazardous for members to attend a regular meeting, that regular

meeting shall be continued to the next business day on which the said hazardous conditions no longer exist. Such finding and declaration shall be communicated to all city councilors and to the press as promptly as possible, along with the date and time on which the continued meeting will commence. All public hearings and other agenda matters previously advertised shall be conducted at the continued meeting with no further advertisement.

**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



Agenda Date:	January 2, 2024
Action Required:	Approve Resolution
Presenter:	Samuel Sanders, Jr., City Manager
Staff Contacts:	Samuel Sanders, Jr., City Manager Alexander Ikefuna, Director of Community Solutions
Title:	<b>Resolution to appropriate funding from the Capital Improvement Plan Contingency Account to Virginia Supportive Housing for Premier Circle PSH - \$750,000 (1 of 2 readings)</b>

**Background**

The Virginia Supportive Housing (VSH) is proposing to redevelop a property located at 405 Premier Circle, on Route 29. This is a Low-Income Housing Tax Credit (LIHTC) project.

**Discussion**

This proposal would potentially pre-empt the tendency for the property to slip to another buyer, which could result in a market rate or commercial development. The project is a mixed income project and would provide 80 permanent affordable housing units for very low-income households; 12 units at less than 40% AMI, and 68 units at incomes between 40% and 50% AMI. The project currently has a funding shortfall of \$1.5 million. The City and Albemarle County have agreed to split the funding gap in half and staff is requesting the City Council to approve a resolution appropriating \$750,000 from the Capital Improvement Plan Contingency Account to the Virginia Supportive Housing (VSH) to enable the redevelopment of the Premier Circle. The Piedmont Housing Alliance (PHA) owns the land, but VSH is the developer. The project cost is estimated at approximately \$24 million. The City Council approved \$186,722 for this project in FY 2023 under the Charlottesville Affordable Housing Fund (CAHF) allocation process. Construction is scheduled to start in May of 2024.

**Alignment with City Council's Vision and Strategic Plan**

This request aligns with the following:

**Provisions in the 2021 Affordable Housing Plan.**

**2023 adopted Comprehensive Plan Guiding Principles**

- Equity & Opportunity – All people will be able to thrive in Charlottesville.
- Community Culture and Unity – Charlottesville's rich and diverse culture and form will be celebrated, and the entire community will feel welcomed, valued, and respected.

## **2023 City Council Strategic Plan Framework:**

- Housing - Charlottesville defines access to livable housing as a human right and works to ensure housing choices and mobility are provided for all who seek it through implementation of the Affordable Housing Plan.
- Partnerships - Charlottesville creates avenues for meaningful collaborations with partners and key stakeholders, such as the County, UVA, and nonprofits, to magnify positive community outcomes.

### **Community Engagement**

There have been several community engagement meetings and activities conducted as part of the comprehensive plan update and affordable housing planning process. City staff has also been engaged with the development partners on a regular basis regarding funding activities, including exploring ways to spur affordable housing for the homeless population.

### **Budgetary Impact**

The cost for this request is \$750,000, which is already budgeted in the CIP contingency account.

### **Recommendation**

The City Manager and Staff recommend that the City Council approve the proposed request to use part of the CIP contingency fund to support the Premier Circle project. The agreement between the City and County to bridge the funding gap is a clear indication of community-wide interest in collectively solving the housing problem for the homeless population.

### **Alternatives**

Council may elect not to approve the recommendations, which would have a negative effect on the City's goal of building affordable housing for the needy households and homeless population.

### **Attachments**

1. Resolution\_\$750,000 Supportive Housing for Premier Circle



**RESOLUTION**  
**Resolution to Appropriate funding from the Capital Improvement Plan Contingency**  
**Account to Virginia Supportive Housing for Premier Circle**  
**\$750,000**

**WHEREAS**, the City of Charlottesville, VA in partnership with Albemarle County has agreed to provide additional funding to Virginia Supportive Housing for the Premier Circle project; and

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that additional funding of \$750,000 be appropriated from the Capital Improvement Program Contingency Account.

**Expenditure:**

\$ 750,000	Fund: 426	WBS: CP-080	G/L Account: 540100
------------	-----------	-------------	---------------------