



City Manager's Report

*Offices of the City Manager
Elected & Appointed Officials*

9-3-2024

City Manager – Sam Sanders (he/him)

- Recently announced the internal realignment of workflow in the City Manager's Office:
 - In addition to the three Deputy City Managers, direct reports to the City Manager now include: Budget and Performance Management, Communications & Public Engagement, Economic Development, and Police.
 - Deputy City Manager for Administration (Eden Ratliff) will now support: City Attorney's Office, Emergency Management, Finance, Fire, Human Resources, and IT.
- Joined Chris Cullinan, director of finance, and Krisy Hamill, budget director in the execution of the necessary documents for the City's largest bond sale that will provide the financial resources to address the significant list of community investment, enhancement, and development projects across the city.
- Working on a review of the city's allocation of ARPA funding as we approach the federal government deadline to have all awarded funds encumbered by December 31, 2024 with a requirement to spend funds by December 31, 2026. These next few months will consist of finagling our plans, to include any recapture and redistributions to ensure we do not have to return any funds as unexpended.
- Attended the Housing Advisory Committee (HAC) Meeting on Wednesday, August 21st to review work on a proposed Land Bank Ordinance; there was a hearty conversation on matters that will shape the formation of such an entity that now moves into a legal review before being offered to Council for consideration.
- Attended Rivanna Water & Sewer Authority Board Meeting on August 27 where we received the Annual Reservoir Update and presentations on water protection permitting, water treatment facilities, and water supply planning. August is Water Quality Awareness Month and the staff at Rivanna Authorities want all of its customers to know that water quality and safety is a top priority.
- Attended a Regional Executive's Gathering in Fluvanna County for our quarterly check in with peers to discuss regional matters that know no geographic boundary.
- Community Conversations are moments I am now arranging to meet with representatives across the community. These are opportunities for me to gain perspective and to ask questions and to answer others. This month, I have engaged the following:
 - 08/16 – Courtney Cacatian, CACVB

- 08/20 - Price Thomas, City of Promise
- 08/21 – Harold Folley, The People’s Coalition
- 08/26 – Shayla Washington, Blue Ridge Area Coalition on Homelessness (BRACH)
- 08/29 – Ben Allen, UVA Equity Center

Deputy City Manager for Administration – Eden Ratliff (he/him)

- Hosted the City of Charlottesville Job Fair on Thursday, 8/29 at Carver Recreation Center.

Office of Communications and Public Engagement – Director Afton Schneider (she/her)

- Reminder: The City’s public affairs tv program, Inside Charlottesville, airs every Friday and Sunday at 7:00 PM and every Saturday and Monday at 9:00 AM on Charlottesville TV10 – Comcast Channel 10 in the City of Charlottesville and surrounding counties. We also have a free Roku app for TV10 which folks can find by searching for "Charlottesville TV10" on Roku.

Budget Office – Director Krisy Hammill (she/her)

- The Budget Office has received the Government Finance Officer Association's (GFOA's) Distinguished Budget Presentation Award for the FY 2025 Budget. The award represents a significant achievement by the City. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as: a policy document, a financial plan, an operations guide, and a communications device. Budget documents must be rated "proficient" in all four categories, and in the fourteen mandatory criteria within those categories, to receive the award.

Office of Human Rights – Director Todd Niemeier (he/him)

- The Office of Human Rights is currently in the hiring process for an Intake Specialist. The Office expects to fill the position by early September.
- On August 8th, the Director of the Human Rights Commission submitted the Charlottesville Human Rights Ordinance to HUD for potential interim certification

for a Fair Housing Assistance Program work share. The Ordinance is currently under review by HUD, and decisions will be made in October 2024.

- On August 15th, the Human Rights Commission held its regular monthly meeting during which Commissioners began to finalize a draft letter of legislative recommendations for presentation to Council during the first week of September.

Office of Community Solutions – Director Alex Ikefuna (he/him)

- Bridge for Connectivity over Pollocks Branch Creek at CRHA on First Street: Office of Community Solutions (OCS), in collaboration with Parks & Recreation, submitted a grant application to the Virginia Department of Conservation & Recreation and was preliminarily awarded \$307,639.51 to fund the construction of a trail bridge over the Pollocks Branch creek that will connect the Pollocks Branch Trail at 1st Street South at the CRHA community with Rockland Avenue across the creek. OCS staff continues to seek additional grants for this project.
- Funding Planned Amenities for the Pollocks Branch Bridge: This overall project includes plans for cultural wayfinding/signage and native plant restoration. To fund these amenities, OCS is planning to submit a grant to the T-Mobile Foundation requesting \$48,276 to complete these amenities in addition to the bridge construction.
- Blue Ridge Area Food Bank: Now that work has been completed, BRAFB has reported that even though they lost the use of an onsite cooler for about a month (between the tear down of the old cooler, site prep and construction of the new cooler), BRAFB has been able to provide their partners 50,000 lbs. more during construction (we utilized cooler and freezer space from Loaves and Fishes) than last year during the same time frame. Additionally, since the new cooler came online in July of 2024, BRAFB has already increased their produce distribution to 53,000 lbs. compared to 32,000 lbs. during July of last year representing a 53.6% increase.
- Pollocks Branch Trail Bridge at Jordan Park: OCS is exploring funding opportunities through CDBG to complete additional ADA components of the pathway from the parking lot to the bridge, playground, and basketball court to enhance this projects accessibility for those with mobility impairments wishing to enjoy the bridge and surrounding amenities.
- Virginia Supportive Housing Premier Circle Agreement: OCS is working with VSH to finalize the agreement dedicating \$750,000 from the city to support the Premier Circle development project.
- Carlton Mobile Home Park: OCS staff is coordinating the agreement process related to this property acquisition for affordable housing development and will be working with various departments and Piedmont Housing Alliance and

Greater Charlottesville Habitat for Humanity to process the necessary documents to support this project.

- Notice of Funding Availability (NOFA) for Housing-Related Activities (fiscal Year 2025-2026): OCS has issued a notice of Funding Availability to inform community organizations, developers, and other stakeholders about the availability of funds for housing-related projects and activities. For more information visit: <https://www.charlottesville.gov/CivicAlerts.aspx?AID=1905>.
 - The application process timeline and key dates are:
 - CAHF Application Period: October 21, 2024 - November 22, 2024
 - HOPS Application Period: September 18, 2024 - October 18, 2024
 - CDBG/HOME Application Period: January 6, 2025 – February 7, 2025
- Land Bank Program: The City Manager, along with the Deputy City Manager of Operations, met with Housing Advisory Committee (HAC) on August 21, to facilitate discussion on HAC's Landbank recommendations before discussion with the City Attorney, and subsequent briefing with the City Council.

Office of Sustainability – Director Kristel Riddervold (she/her)

- The Climate Program Manager participated in a Career Panel discussion as part of UVA's Summer Decarbonization Academy.
- Climate Program staff participated an Electric Vehicle Expo hosted by C3 and Generation180 "It's Electric: Community Transportation Expo & Party", one of their monthly events aimed at learning about EVs and exploring alternate electric transportation options in a fun, educational atmosphere. A variety of electric vehicles, including the Office of Sustainability's Nissan Leaf was on display with owners available to answer questions.
- Along with representatives from CAT, Sustainability staff attended the Zero-Emissions Bus Conference in Philadelphia. They were able to visit depots servicing both electric and hydrogen-fueled buses and learned from other transit agencies about best practices in deploying zero-emissions transit fleets.
- The City received notification of a \$76,840 Energy Efficiency and Conservation Block Grant (EECBG) award from the U. S. Department of Energy (DOE). This funding is proposed for transfer to LEAP to fund energy audits for low- and moderate-income households in the City.
- Published a City-wide LED Streetlights Upgrade [project webpage](#).
- The City of Charlottesville is partnering with the Rivanna Stormwater Education Partnership and James River Association to provide a Fall Rain Barrel Workshop to the community on Thursday, September 19th at 6pm at the Starr Hill Downtown location in Dairy Market. The workshop registration fee is \$50 and gets you a 55-gallon drum and RainRecycle rain barrel kit. City utility customers

can apply for a \$30 rebate as part of the City's Rain Barrel Rebate Program. You can register for the workshop [here](#).

ADA – Coordinator Paul Rudacille (he/him)

- ROW (Right-of-Way) Report:
 - The team has made good progress on the ROW report. We have successfully completed the facility data collection portion of the project for the time being.
 - The focus is now on the final edits and in-depth data analysis for the ROW report. The data is being thoroughly QAQCed (Quality Assurance/Quality Control) to ensure accuracy and completeness.
 - We anticipate having the ROW report in a final draft form by the end of this month, at which point we can present the findings to key stakeholders.
- The Web assessment project has begun.
 - The goal of this project is to evaluate the accessibility and user experience of our organization's public-facing website.
 - We will be conducting testing, gathering user feedback, and making recommendations for improvements to enhance the website's accessibility and overall usability.

Office of Economic Development – Director Chris Engel (he/him)

- The Future of Talent Series is returning! The Office of Economic Development and the Charlottesville Regional Chamber of Commerce are excited to present this three-part series focused on the evolving world of work. The series, titled "Maximizing Your People Power," will equip employers with innovative strategies to attract top talent and build strong teams.
 - The first event kicks off on September 12 from 9-11am with a presentation by Lesa Hanlin, EdD, Executive Director of Strategic Initiatives and Corporate Relations at the University of Virginia School of Continuing and Professional Studies. She will discuss "Understanding Gen Z and Leveraging the Multi-Generational Workforce."
 - The second event, "Tapping into Specialized Workforce Populations: Military, Prisoner Re-entry, and Visa and H1B Sponsorships," will take place on October 23 from Noon – 2pm. Panelists will share resources and best practices for recruiting candidates from these specialized workforce niches.
 - The final event, "Cultivating Your Workforce: Apprenticeships & Internships," is scheduled for November 14 from Noon – 2pm. Speakers include Katie Dulaney, Talent Director and V-TOP Coordinator with the

Central Virginia Partnership for Economic Development, Nedra Fleming, Experiential Learning Coordinator with the UVA Career Center, and Jennifer Hynson, Registered Apprentice Consultant with Virginia Works. They will guide businesses on building their talent pipeline through apprenticeships and internships, offering valuable resources to start or expand these programs.

- All events will be held at City Space, and refreshments will be provided. For more information and to register, [click here](#).
- This initiative seeks to address Goal 3 of the recently adopted Economic Development Strategic Plan by creating pathways of opportunity for Charlottesville residents and businesses.
- OED's GO Start-Up program relaunches on September 4, 2024. GO Start-Up is a four-week program designed to provide basic knowledge and information necessary to start converting a business idea into reality. The program allows participants to learn from other entrepreneurs and business experts as they set a course for success. This program will be led by OED's Entrepreneurship Program Specialist, Keith Groomes, and business consultant Kaye Monroe.
 - This initiative seeks to address Goal 1 of OED's Economic Development Strategic Plan by investing in equitable entrepreneurship.

Office of the Treasurer – City Treasurer, Jason Vandever (he/him)

- The Treasurer's Office has been working on several office initiatives this month. Our new City Hall Ambassador placed individual reminder phone calls to every homeowner who qualified for the Charlottesville Housing Affordability Grant in the last two years who had not yet applied for the grant in 2024, our customer service staff has been busy fulfilling requests for the new zone parking permit season which begins September 1st, and our DMV Select staff have been preparing for a September 16th reopening of the DMV Select Office in the Lobby of City Hall. Additionally we have completed our office move back to the lobby and first floor of City Hall.