



## City Council Meeting Agenda

March 2, 2026

City Hall Council Chamber  
605 E. Main St.  
Charlottesville, VA 22902

Juandiego R. Wade, Mayor  
Natalie Oschrin, Vice Mayor  
Jen Fleisher  
Michael K. Payne  
J. Lloyd Snook, III  
Kyna Thomas, Clerk

### 4:00 PM Opening Session

- I. Call to Order/Roll Call
- II. Agenda Approval
- III. Reports

1. Report: Downtown Mall Updates and Preparation for 50th Anniversary

### 5:30 PM Closed Meeting (Interviews for Charlottesville Redevelopment and Housing Authority Board)

### 6:30 PM Business Session

- IV. Moment of Silence
- V. Announcements
- VI. Recognitions/Proclamations
  - Proclamation: American Red Cross Month
- VII. 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.
- VIII. Consent Agenda\* 

The consent agenda consists of routine, non-controversial items whereby all items are passed with a single motion and vote. Individuals speaking during Community Matters may address items on the Consent Agenda.

  2. Minutes: January 5 regular and organizational meeting
  3. Resolution: Resolution Appropriating \$198,910 in Additional Virginia Department of Transportation ("VDOT") Funds for Construction Engineering and Inspection ("CEI") on the Project Bundle of 10th and Grady UPC 113916, Monticello 2nd UPC 113917, and Preston Harris UPC 113918 (2nd reading)
  4. Resolution: Resolution of Appropriation to Amend the FY26 Budget - \$10,001,875.49 (2nd reading)
  5. Resolution: Resolution to Grant \$125,000 for a Small Business Energy Efficiency Incentive Program (1 of 2 readings)
  6. Resolution: Resolution for Compromise of Claim: Water and Wastewater Leak Credit of \$20,770.05 for Tiger Fuel Company
- IX. City Manager Report
  - Report: City Manager Report

**X. Action Items**

- 7. Ordinance: Ordinance Amending Section 2-42 of the City Code Concerning Special Meetings of City Council (1 of 2 Readings)
- 8. Resolution: Resolution Designating Property as a Revitalization Area for Westhaven Redevelopment
- 9. Resolution: Financial Resolution Supporting Westhaven Redevelopment

**XI. General Business**

- 10. Presentation: School Board Adopted Budget for Fiscal Year 2027
- 11. Presentation: Proposed City Budget for Fiscal Year 2027

**XII. Community Matters (2)**

**XIII. Adjournment**

## MEETING GUIDELINES

- 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) 987-1267 or submit a request via email to [ada@charlottesville.gov](mailto:ada@charlottesville.gov). The City of Charlottesville requests that you provide 48 hours' notice so that proper arrangements may be made.
- The presiding officer shall ensure that individuals address their comments to City Council at appropriate times, in accordance with the meeting agenda and Council's Rules of Procedure.
- No person who is not a member of the city council shall orally address it until leave to do so has been granted by the city council or until invited to do so by the mayor. (City Code sec.2-71)
- Remarks and actions that disrupt the progress of the Council meeting, and remarks from persons other than councilors, the City Manager, the City Attorney, or a presenter for an Agenda Item are not permitted.
- The presiding officer shall call an individual to order, including a councilor, when that individual goes afoul of these rules. The following are examples of remarks and behavior that are not permitted:
  - i. Interrupting a speaker who is addressing Council at the speaker's microphone, or interrupting a speaker who has otherwise been invited to address Council during Community Matters or a Public Hearing
  - ii. Interrupting a councilor who is speaking
  - iii. Shouting, and talking (either individually or in concert with others) in a manner that prevents a speaker or a Councilor from being heard or that otherwise hinders the progress of the meeting
  - iv. Blocking paths for emergency exit from the meeting room; engaging in any conduct that prevents a member of the audience from seeing or hearing councilors during a meeting; standing on chairs or tables within the Council meeting room
  - v. Threats or incitement of violence toward councilors, City staff or members of the public
  - vi. Engaging in conduct that is a criminal offense under the City Code or the Virginia Code
  - vii. Campaigning for elected office
  - viii. Promotion of private business ventures
  - ix. Using profanity or vulgarity
  - x. Personal attacks against Councilors, City staff or members of the public
  - xi. Behavior which tends to intimidate others
- During a City Council meeting the presiding officer shall have control of the Council Chambers and the connecting halls and corridors within City Hall, and any other venue where a Council meeting is being held. In case of any conduct described above, the presiding officer may take measures deemed appropriate, including but not limited to suspending the meeting until order is restored, ordering areas to be cleared by the Sergeant at Arms, or requiring any individual to exit the meeting room and adjacent premises (connecting halls and corridors.)

# Policy Briefing Summary

## City Council



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<b>Regarding:</b>	<b>Downtown Mall Updates and Preparation for 50th Anniversary</b>
<b>Staff Contact(s):</b>	Chris Engel, Director of Economic Development, Brenda Kelley, Redevelopment Manager, Cliff Dooms
<b>Presenter:</b>	<b>Brenda Kelley, Redevelopment Manager, Cliff Dooms</b>
<b>Date of Proposed Action:</b>	March 2, 2026

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### Issue

City Staff will update City Council on its plan to approach the Downtown Mall from an operational and planning perspective and share plans for the upcoming 50th anniversary celebration in July.

### Background / Rule

### Analysis

### Financial Impact

No financial impacts.

### Recommendation

For informational purposes only.

### Recommended Motion (if Applicable)

Not applicable.

### Attachments

1. Council Presentation DTM50 03.02.26



# Downtown Mall 50th

Guidelines and Recommendations  
for the  
Charlottesville Downtown Mall

As prepared for the Charlottesville City Council  
by Allyson Gibson and James Freas, Neighborhood Development Services  
February, 2024

Information synthesized following the  
Downtown Mall Committee Meetings from April 2023 to February 2024



Lawrence Halprin sketch

# Downtown Mall Report

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- **2023 City Manager commissioned an internal report**
- **20 stakeholders + staff convened**
- **Recommendations across physical, organizational and social components**
- **Report delivered to council in Feb. 2024**



# Downtown Mall Stats

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- 36 acres, approximately 20 blocks
- 207 parcels
- \$600M in assessed value
- 2.8M annual visitors in 2025
- 500+ annual concerts, shows and events
- 90 mature shade trees
- 4 fountains
- 60,000+ bricks

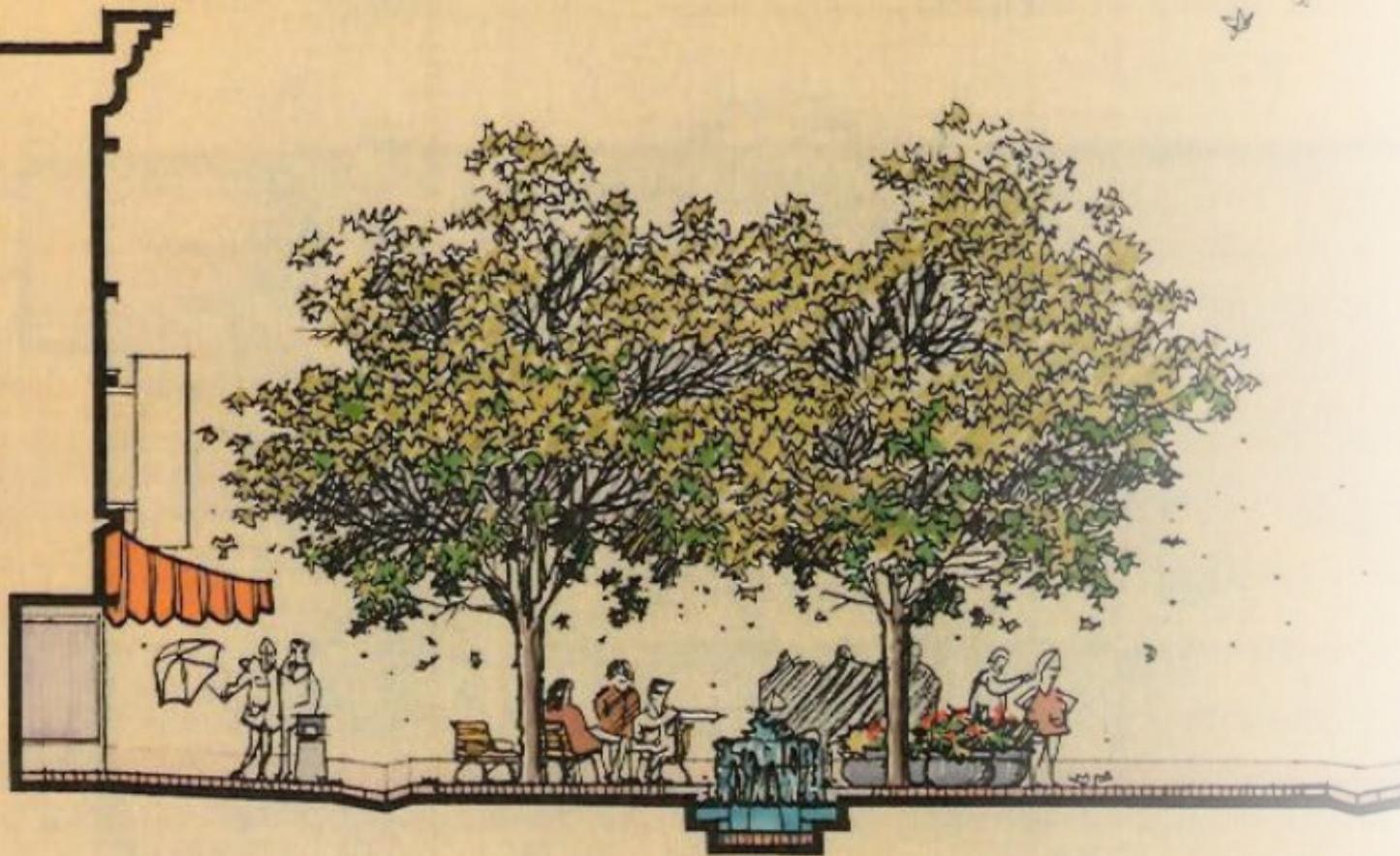


# Downtown Mall 50<sup>th</sup> Update

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- Overview
- Maintenance & Repairs
- Downtown Mall Ambassador Program
- Coordination with:
  - Friends Of Charlottesville Downtown
  - Historic Resources Committee
  - Albemarle Charlottesville Historical Society
  - Charlottesville Albemarle Convention & Visitors Bureau



- Downtown Mall “Team” in place – complete
- Assessment of Downtown Mall Maintenance and Repair Needs - complete
- Identifying Existing Funding Allocations (and Future Needs) - complete
- Contract with Block by Block for Ambassador services - complete
- Planning for DTM50th Celebrations – in progress

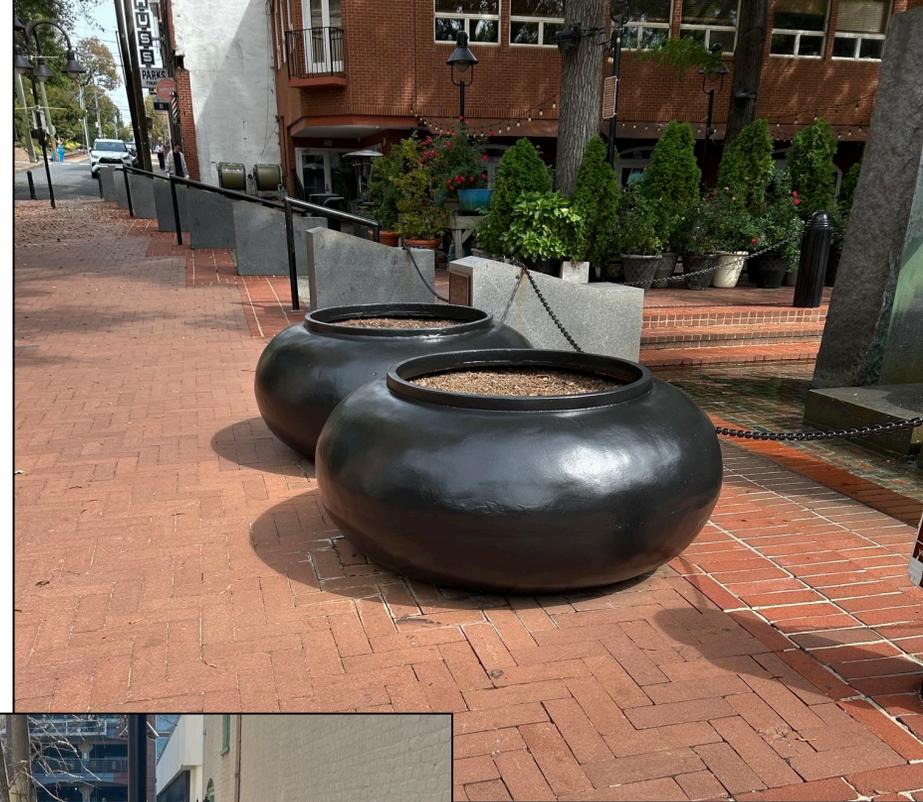
AWNINGS      DRAINAGE      CHAIRS      FOUNTAIN      PLANTER POTS      PAVING  
 CANVAS      BRICK      WOOD/METAL      BRICK/GRANITE      METAL      BRICK

LIGHT BOLLAS  
 GRANITE BALLS

# MAINTENANCE & REPAIRS

- **Furniture and Fixtures**

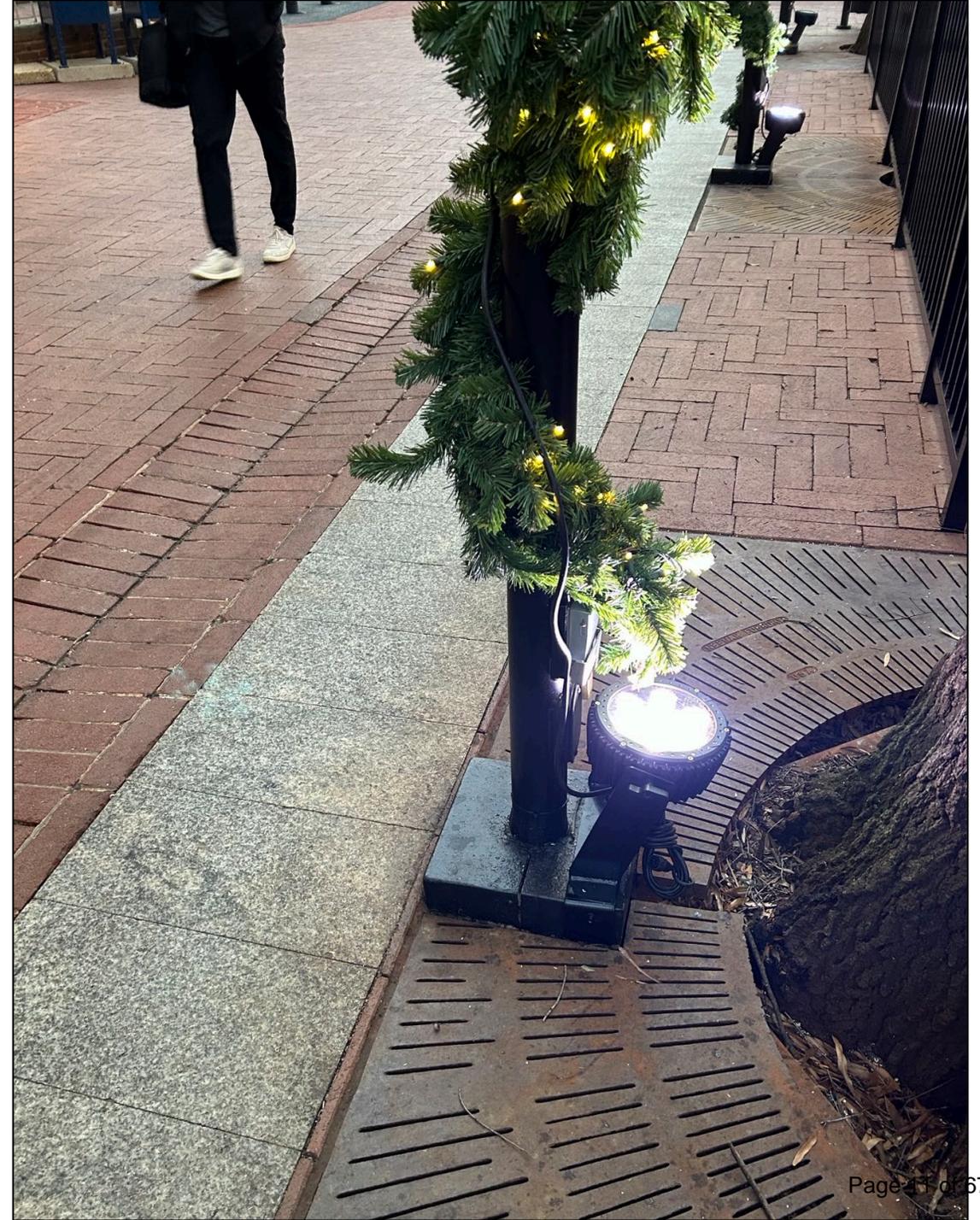
- Assets have been inventoried
- Mall Maintenance standards created
- Painting of furniture and fixtures - complete
- 2 drinking fountains replaced
- 6 trash receptacles replaced
- Locking mechanisms added to Mall bollards
- Contract for brick paver repairs in place – work beginning soon
- Painting of fire hydrants – Winter/Spring 2026



# MAINTENANCE & REPAIRS

- **Lights**

- All lamp posts (165) manually inspected and repaired as needed - complete
- Relocated 60 uplights to permanently affixed locations
  - Custom construction and installation of brackets – complete
  - Moved light fixtures to brackets



# MAINTENANCE & REPAIRS

- **Tree Trimming**

- Annual Tree trimming of all Downtown Mall trees – complete

- **Start Implementing Tree Management Plan**

- Modifications to fountains – target 2026



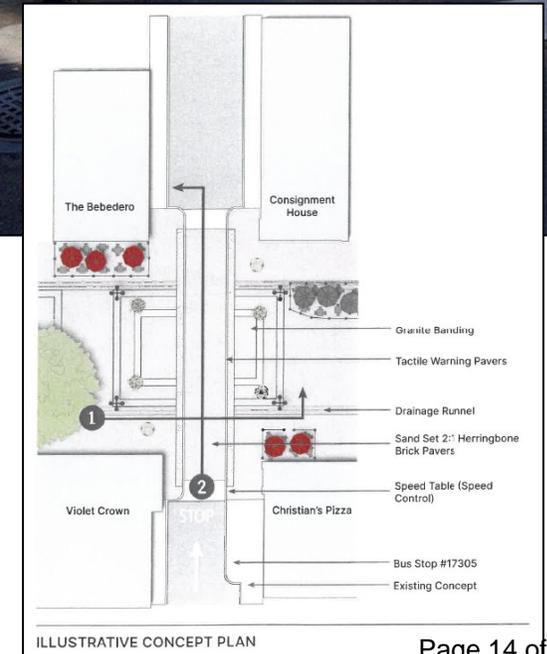
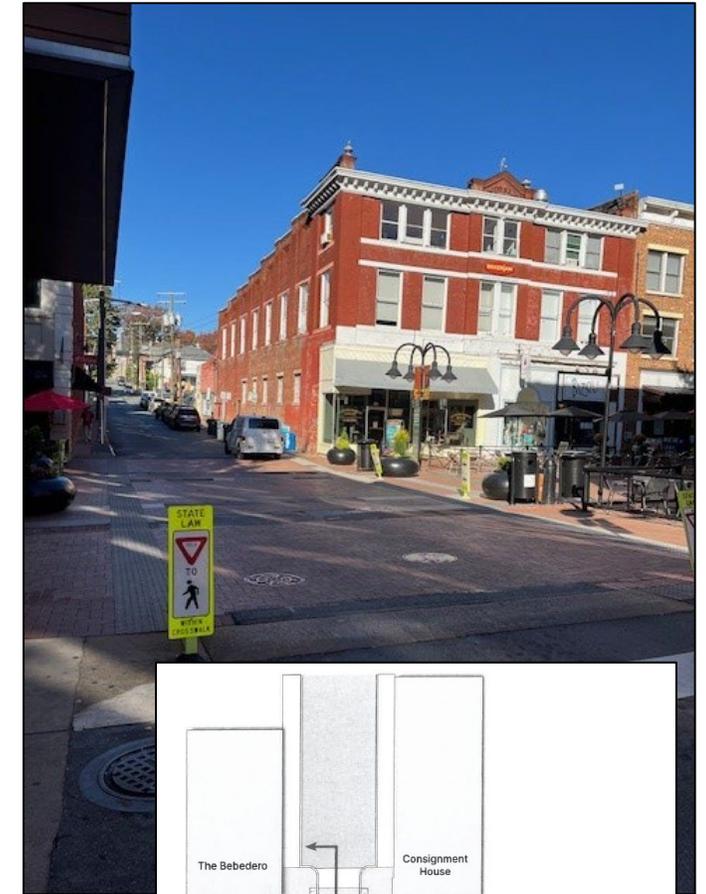
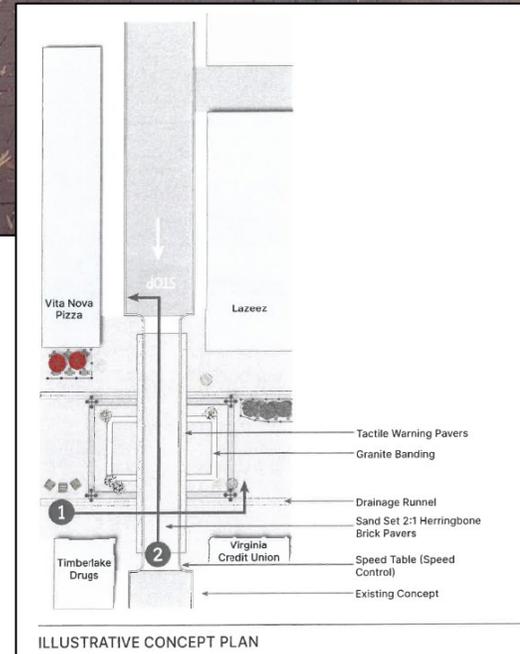
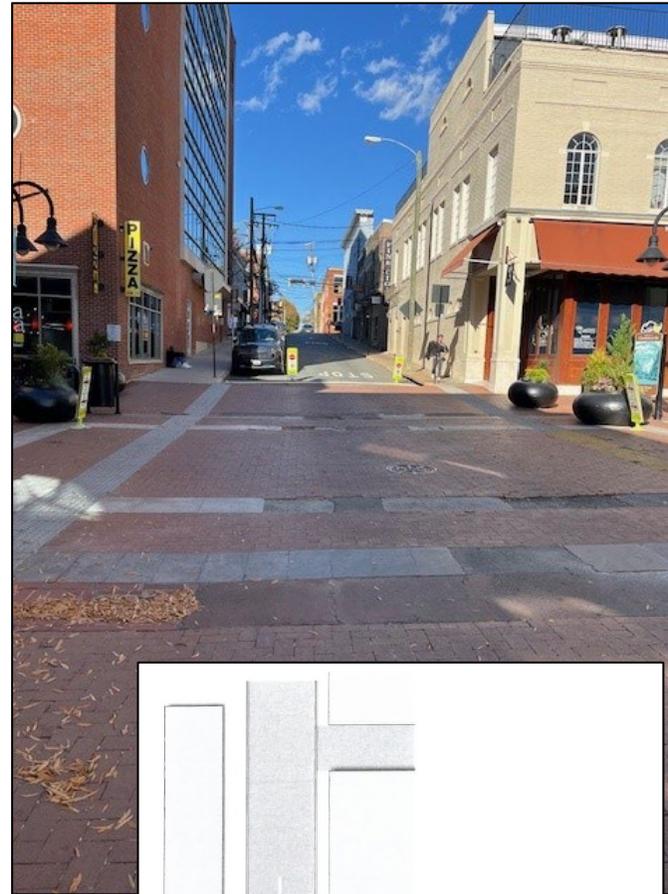
# Downtown Mall Ambassador Program

- Serving as friendly guides, caretakers and problem-solvers
- Complement the core cleaning work done by City Parks & Rec
- Began service February 1<sup>st</sup>



# MAINTENANCE & REPAIRS

- **Cross Streets Repair Construction**  
(4<sup>th</sup> Street NE and 2<sup>nd</sup> Street SW)
- Bid Documents Re-issued
- Work expected  
April – June 2026





## CELEBRATING 50 YEARS OF THE MALL

- **Developed Multi-functional Logo for branding of the Downtown Mall**
- **Creating a Series of Written Narratives Sharing Various Perspectives of the Mall**
- **Friday July 3<sup>rd</sup> Anniversary Event**
  - **Formal ceremony**
  - **Lantern Parade**
  - **Music & Light Show**



# CELEBRATING 50 YEARS OF THE MALL





## CELEBRATING 50 YEARS OF THE MALL

- **Downtown Commercial showing on local TV, Violet Crown and at CHO**
- **DTM 50th Banners on light poles and Elevator Shaft at MSPG**
- **Full year events**
  - **Kiosks, wood milling of recycled Mall trees, speaker series, lego event, stories**



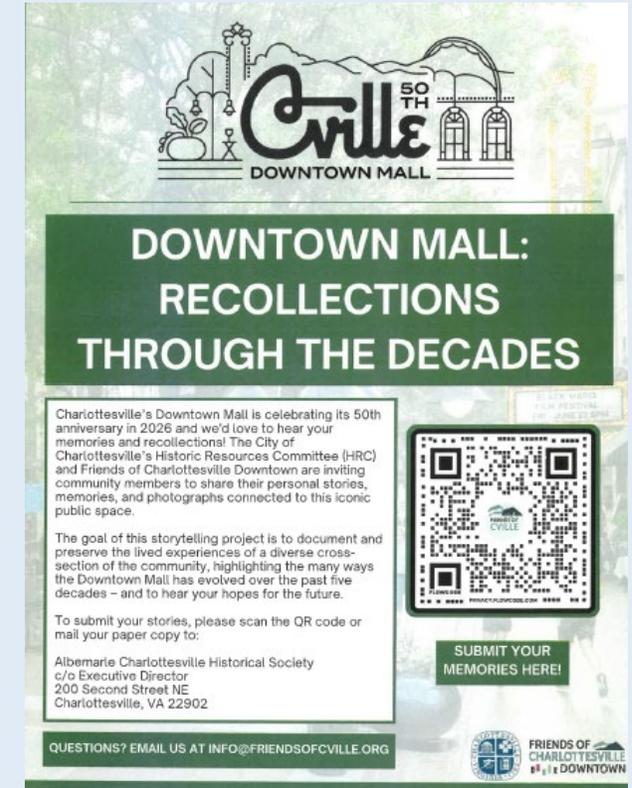
2026:



CHARLOTTESVILLE  
VA 250

## Historic Resources Committee/ Friends of Charlottesville Downtown/ Albemarle Charlottesville Historical Society

- Storytelling / Recollections
  - “Recollections” online surveys are in progress at [www.friendsofcville.org](http://www.friendsofcville.org)
  - Public displays in late spring
  - After 50<sup>th</sup>, survey results will be archived by the Historical Society



ALBEMARLE CHARLOTTESVILLE  
Historical Society



2026:



## Albemarle Charlottesville Historical Society

- Downtown history tours starting spring

## CACVB

- Supporting Friends of Charlottesville Downtown events and activities
- Coordinating with 250<sup>th</sup> Anniversary activities across Virginia

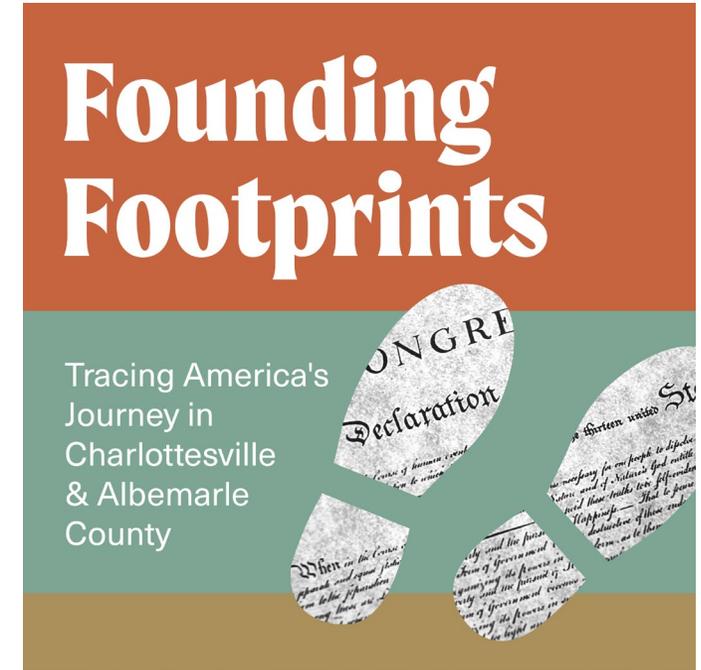


2026:



## CACVB

- Matched a \$10,000 grant from the Virginia Tourism Corporation to launch *Founding Footprints*. The 10-episode podcast features accompanying itineraries and highlights 140+ partners.
- Funded the 2025 Cville Puzzle Hunt focused on the American Revolution with 1,000 participants with 20% of attendees traveling from 50+ miles away.





# CITY OF CHARLOTTESVILLE



## *Proclamation*

### **AMERICAN RED CROSS MONTH MARCH 2026**

**WHEREAS** during the month of March we recognize the selfless contributions of volunteers, donors, and supporters who give their time, resources, and compassion to further the American Red Cross mission “to prevent and alleviate human suffering in the face of emergencies”; and

**WHEREAS** the American Red Cross is synonymous with helping people in crisis and has been doing so for more than 140 years; this generous spirit is woven into the fabric of our community and advances the humanitarian legacy of American Red Cross founder Clara Barton, who nobly dedicated herself to alleviating suffering; and

**WHEREAS** kindhearted individuals in our community exemplify Barton’s commitment as they step up through the American Red Cross Central Virginia Chapter to provide a beacon of hope for our neighbors in need; and

**WHEREAS** the American Red Cross continues to embody the values of humanity, impartiality, neutrality, independence, voluntary service, unity, and universality, promoting a world where people are cared for and protected, no matter their circumstances; and

**WHEREAS** through their selfless contributions volunteers make a lifesaving difference in people’s darkest hours; in 2025 at least 141 local Red Cross volunteers provided 23 Charlottesville families (54 individuals) with shelter, food, and comfort after a crisis; hosted 59 blood drives, collecting 1,617 units of lifesaving blood; provided 33 support services to aid military families through the unique challenges of service; and provided 3,237 local individuals with First Aid, CPR, AED and other lifesaving training;

**NOW, THEREFORE, BE IT PROCLAIMED** that the Charlottesville City Council recognizes March 2026 as American Red Cross Month, and we encourage all community members to join in its noble humanitarian efforts to strengthen and uplift our community.

Signed and sealed this 2<sup>nd</sup> day of March 2026.

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Juandiego Wade, Mayor

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Kyna Thomas, Clerk



**CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES**  
**January 5, 2026 at 4:00 PM**  
**Council Chamber**

The Charlottesville City Council began its regular meeting on Monday, January 5, 2026, with an organizational meeting at 4:00 p.m., City Manager Samuel Sanders, Jr., presiding over the election of officers. Clerk of Council Kyna Thomas called the roll, noting all councilors present: Jen Fleisher, Natalie Oschrin, Michael Payne, Lloyd Snook, and Juandiego Wade. Mr. Sanders welcomed Ms. Fleisher to her first meeting as a member of City Council.

On motion by Wade, seconded by Oschrin, Council by a vote of 5-0 adopted the meeting agenda (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none).

### **1. ORGANIZATIONAL MEETING**

Mr. Sanders explained the process for electing the positions of Mayor and Vice Mayor for two-year terms ending December 31, 2027, both positions being elected by majority vote of the City Council. Mr. Sanders opened the floor for nominations of individuals to serve as mayor.

Councilor Oschrin by motion nominated Juandiego Wade to remain as mayor, seconded by Councilor Snook. Councilor Payne self-nominated. With no additional nominations the slate was closed. By a roll call vote of 5-0, Council selected Juandiego Wade as mayor.

Mr. Sanders called for nominations of individuals to serve as vice mayor. Newly elected mayor Wade nominated Councilor Oschrin, seconded by Councilor Snook. With no additional nominations the slate was closed. By a roll call vote of 5-0, Council selected Natalie Oschrin as vice mayor.

Following comments from Mayor Wade and Vice Mayor Oschrin, Council recessed briefly to rearrange seating. Mayor Wade called the meeting back to order and began the Work Session.

### **WORK SESSION**

#### **2. REPORT: Environmental Regulations and Policy Review Project**

Victoria Kanellopoulos, City Planner, presented the report. The Environmental Regulations and Policy Review Project ("Project") will develop new policies, implementation recommendations, and regulatory revisions to align the City of Charlottesville, Virginia's ("City"), policies and regulations for natural resources with the City's Comprehensive Plan ("CP"). City Neighborhood Development Services ("NDS") Staff developed a draft Project scope and identified six recommended topic areas: stormwater management, floodplain management, tree canopy, stream buffers, critical slopes, and energy efficiency.

Staff requested direction from City Council on the proposed Project phasing and Project topics, using the following questions to guide the Work Session discussion: 1. Do the recommended areas of study capture the key areas of needed study for the six (6) topics identified for this Project?; and 2. Are there additional topics or supporting information that should be included?

Staff answered questions regarding floodplain maps, collaboration with the Office of Sustainability and other departments, benchmarking, environmental regulation considerations, incorporating Planning Commission additional topic suggestions, and tree preservation.

Council agreed generally that Staff was moving in the right direction with the Project, and emphasized the

need for equitable implementation and engagement, and planning for resiliency.

### **3. REPORT: Rivanna Authorities Presentation**

Bill Mawyer, Rivanna Authorities Executive Director, presented a review of the Rivanna Drinking Water, Wastewater, and Refuse/Recycling Programs managed by the Rivanna Authorities (Rivanna Water & Sewer Authority, and Rivanna Solid Waste Authority).

### **CLOSED MEETING**

On motion by Oschrin, seconded by Snook, Council voted 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none) to meet in closed session as authorized by Virginia Code Section 2.2-3712 for the following reasons: 1. Pursuant to Virginia Code Section 2.2-3711(A)(7) for consultation or briefing with legal counsel pertaining to actual or probable litigation where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. The subject matter to be discussed is a case filed with the Equal Employment Opportunity Commission; and 2. Pursuant to Virginia Code Section 2.2-3711(A)(1) for discussion and consideration of prospective candidates to be appointed to the following boards and/or committees: Board of Architectural Review.

On motion by Oschrin, seconded by Snook, Council by a vote of 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none) certified that to the best of each Council member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the Motion convening the closed session were heard, discussed, or considered in the closed session.

### **BUSINESS SESSION**

The business session of the meeting began with a moment of silence.

### **ANNOUNCEMENTS**

Vice Mayor Oschrin announced a program on January 19 in honor of Dr. Martin Luther King, Jr. at Carver Recreation Center, "Continuing His Dream and Works".

Mayor Wade announced a program and dinner on January 19 at which he will be speaking, at Abundant Life Ministries in honor of Dr. Martin Luther King, Jr.

Councilor Payne announced the open application process for boards and commissions.

### **BOARD APPOINTMENTS**

On motion by Oschrin, seconded by Snook, Council by a vote of 5-0 appointed the following members to the Board of Architectural Review:

- Cheryl Lewis - Business Owner/commercial property
- Katherine Snider Tabony - Licensed Architect
- David Timmerman - Licensed Architect

### **RECOGNITIONS/PROCLAMATIONS**

Mayor Wade presented a proclamation honoring the life and legacy of Eddie Harris, a visionary leader in the community, and founder of Vinegar Hill Magazine. Mr. Harris's son thanked the community for support and thanked City Council for the proclamation.

## COMMUNITY MATTERS

Mayor Wade invited comments from Toyosi Ogunseye of Presidential Precinct, who shared information about the organization which engages emerging global leaders and seasoned professionals to address the most pressing challenges in their countries. Presidential Precinct programs include professional fellowships, leadership exchanges, and global forums, bringing over 200 international leaders to Charlottesville each year and investing heavily into the community. Ms. Ogunseye stated that over 300 international leaders will participate in programs in Charlottesville during 2026 and they hope to engage with City Council and local leaders.

Mayor Wade opened the floor for comments from the public.

1. Colonel Robert Guest III, member of the Court Square Memorial Advocacy Group, spoke in support of installing a slate marker at East Jefferson Street to memorialize the enslavement auction block.
2. Dr. Paul Mack, member of the Court Square Memorial Advocacy Group, urged City Council to install a slate memorial marker at East Jefferson Street to acknowledge Charlottesville's role in auctioning enslaved people.
3. Martize Tolbert, city resident, made remarks about the impact that Eddie Harris made on him as his mentor, and in the community.
4. Wendy Gao, Organizer for the Public Housing Association of Residents (PHAR), encouraged Council to change the zoning code regarding by-right zoning around core neighborhoods to provide more protection for low-income and historically Black communities.
5. Alicia Lenahan, Albemarle County resident, encouraged Council to adopt a resolution protecting Constitutional rights from ICE immigration enforcement and intrusive surveillance. She also spoke about Metropolis technology in the city parking garages, and concerns about misuse of collected data.
6. Angilee Shah, CEO and Editor-in-Chief for Charlottesville Tomorrow made comments to honor the legacy that Eddie Harris left in local media.
7. Taneesha Hudson, city resident, spoke about Eddie Harris and encouraged Council to honor people before they pass away.
8. Sophia Merrero, Organizer with PHAR, spoke in opposition to the proposed LV Collective luxury student housing project near the Westhaven community, and in support of changing the zoning code.
9. Sarad Davenport, city resident, made remarks about Eddie Harris's "others-centered" impact in the community.
10. John Hall, city resident, spoke about the Montgomery Alabama Bus Boycott, and asked for consideration of honoring Uriah J. Fields, Charlottesville resident, who organized the boycott.
11. Mike Henrietta, city resident, spoke about local history of enslavement auctioning, and the need to have a public monument.
12. Rachel, city resident, spoke about the impacts of gun violence and voiced support for funding of violence interrupters, The BUCK Squad.
13. Deanna McDonald thanked City Manager Sanders for communicating with the community about a new grocery store coming to the Fifeville neighborhood, and she asked Council to keep the project moving forward.
14. Frank Bechter, city resident, referred to a letter of appeal submitted to City Council regarding actions of the Board of Architectural Review (BAR), and he stated that the letter's argument is disingenuous with incorrect information.
15. Richard Allan, Albemarle County resident, spoke about tradition and agency as related to memorializing the Charlottesville enslavement auction block.

## CONSENT AGENDA

Clerk Thomas read the following Consent Agenda items into the record, and on motion by Snook, seconded by Oschrin, Council unanimously adopted the Consent Agenda (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none).

4. MINUTES: December 9 joint CIP public hearing with Planning Commission; December 15 regular meeting; December 18 joint meeting with School Board
5. RESOLUTION to Grant \$50,000 to the Residential Energy Retrofit Mini-Grant Program (2nd reading)

### **RESOLUTION TRANSFERRING FUNDS TO SUPPLEMENT ENERGY RETROFIT MINI-GRANT PROGRAM**

WHEREAS, the City of Charlottesville has adopted climate goals for the Charlottesville community, which include 45% reduction by 2030 and carbon neutrality by 2050; and

WHEREAS, the City has established that approximately 30% of greenhouse gas emissions are associated with the residential sector, and has identified that climate action in the residential sector involves implementing energy efficiency measures, and

WHEREAS, the City of Charlottesville has worked with the Local Energy Alliance Program (LEAP) for over a decade in delivering energy efficiency and other clean energy initiatives; and

WHEREAS, LEAP is currently providing Home Energy Audits to Charlottesville homeowners, is a key partner in the recently-launched Community Energy Resource Hub, and has been successfully delivering the Residential Energy Retrofit Mini-Grant Program; and

WHEREAS, the Residential Energy Retrofit Mini-Grant Program has been designed to address barriers to implementing energy efficiency improvements in the residential sector; and

WHEREAS, City Council has previously appropriated funding for clean energy actions in the in the Climate Action Initiatives Fund and the Residential Energy Retrofit Mini-Grant Program is an initiative that aligns with the intended use of those funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$50,000 from previously appropriated funds is hereby approved to be granted to LEAP to further support the Residential Energy Retrofit Mini-Grant Program, and the City Manager is hereby authorized to execute an agreement with the Local Energy Alliance Program to govern the use of the funds.

6. RESOLUTION to appropriate \$303,660.00 from the Building Resilient Infrastructure and Communities (BRIC) Grant Program for the City of Charlottesville - Rock Creek Watershed Management Plan (2nd reading)

### **RESOLUTION Appropriating Funding in the Amount of \$303,660 To Be Received from the Virginia Department of Emergency Management's Building Resilient Infrastructure and Communities Grant Program**

WHEREAS, The City of Charlottesville has been notified that it will be awarded a grant from the Building Resilient Infrastructure and Communities (B.R.I.C.) grant program from the Virginia Department of Emergency Management in the amount of \$303,660.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that upon receipt of the B.R.I.C. funding the Commonwealth of Virginia, said funding, anticipated in the sum of \$303,660, is hereby appropriated in the following manner:

**Revenues**

\$231,360	Fund 209	Order: 1900621	G/L 430120
72,300	Fund 209	Order: 1900621	G/L 498641

**Expenditures**

\$303,660	Fund 209	Order 1900621	G/L 530550
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**Transfer of Previously Appropriated Funds**

\$72,300	Fund 643	CC: 6431001000	G/L 561209
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BE IT FURTHER RESOLVED that this appropriation is conditioned upon receipt of \$231,360 in funds from the Commonwealth of Virginia.

7. RESOLUTION to appropriate Stormwater Local Assistance Grant Fund for the Rivanna Restoration at Riverview Park in the amount of \$607,610.00 (layover)

**CITY MANAGER REPORT**

City Manager Samuel Sanders, Jr., called on Chris Engel, Director of Economic Development, who provided an update on Downtown parking management, specifically management of the Market Street and Water Street garages by Metropolis Parking using license plate readers. Councilors asked questions and expressed concerns about data access, data security, privacy, operational issues, and about the implementation of this system after Council voted to remove Flock cameras from the city. Mr. Engel stated that supplemental kiosks are being installed in the parking garages to accept different payment forms.

Mr. Sanders acknowledged the lack of public engagement prior to implementing the new parking system and contracting with Metropolis. He then introduced new Assistant City Manager Evan Pilachowski and Economic Mobility Officer Abigail Matthew Wade. He announced the City Council Retreat on January 9, and the City Manager Budget Forums on January 13, 14 and 15.

**ACTION ITEMS**

8. RESOLUTION to Establish Days, Times and Places of Regular Meetings of the Charlottesville City Council During Calendar Year 2026

On motion by Fleisher, seconded by Snook, Council voted 5-0 to approve the Resolution Establishing Days, Times and Places of Regular Meetings of the Charlottesville City Council During Calendar Year 2026, as amended (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none):

**RESOLUTION  
Establishing Days, Times and Places of Regular Meetings of the  
Charlottesville City Council During Calendar Year 2026**

**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 2026:

<b>CITY COUNCIL REGULAR MEETING DATES</b>		
January 5, 2026	May 4, 2026	September 21, 2026
January 20, 2026 ( <i>Tuesday</i> )	May 18, 2026	October 5, 2026
February 2, 2026	June 1, 2026	October 19, 2026
February 17, 2026 ( <i>Tuesday</i> )	June 15, 2026	November 2, 2026
March 2, 2026	July 20, 2026	November 16, 2026
March 16, 2026	August 3, 2026	December 7, 2026
April 6, 2026	August 17, 2026	December 21, 2026
April 20, 2026	September 8, 2026 ( <i>Tuesday</i> )	

**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

**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 or to the next regular meeting date. 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.

- RESOLUTION** authorizing the acceptance and installation of a city-sponsored commemorative display recognizing the 100th Anniversary of Jefferson High School

Steven King, Assistant to the City Manager, presented the resolution request and described the historical significance of the Jefferson School. The City was asked to support the recognition of the Jefferson School's 100th Anniversary through the acceptance and installation of commemorative banners to be placed along West Main Street and McIntire Road as a tribute to generations of Black excellence. The Jefferson School African American Heritage Center proposed a series of banners featuring historic photographs of former students of Jefferson High School to commemorate the school's centennial anniversary. The City determined that City-owned streetlight poles are not generally available for the posting of private signage, banners, or displays, and that their use does not constitute a public forum.

On motion by Snook, seconded by Payne, Council unanimously adopted the ordinance, waiving the second reading with at least a four-fifths vote (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none).

**RESOLUTION**  
**Authorizing a City-Sponsored Commemorative Display**  
**Recognizing the 100th Anniversary of Jefferson High School**

WHEREAS, the City of Charlottesville recognizes the historic significance of Jefferson High School and its lasting contributions to the African American community and to the City as a whole; and

WHEREAS, the City Council desires to commemorate the 100th anniversary of Jefferson High School through a temporary, City-authorized commemorative display reflecting the City's history, values, and commitment to racial equity and reconciliation; and

WHEREAS, the City Council has determined that City-owned streetlight poles are not generally available for the posting of private signage, banners, or displays, and that their use does not constitute a public forum; and

WHEREAS, the City Council may, on a limited and case-by-case basis, authorize the use of City property for artwork or commemorative displays selected by the City Council to express the City's own message; and

WHEREAS, the Jefferson School African American Heritage Center has proposed a series of banners featuring historic photographs of former students of Jefferson High School to commemorate the school's centennial anniversary; and

WHEREAS, City Council has reviewed representative images proposed for the commemorative display and finds that the images portray individuals and events directly related to the City's history, are consistent with the aesthetics and character of Main Street, and effectively communicate the City Council's Vision of a community committed to mutual respect, racial and cultural diversity, inclusion, racial reconciliation, economic justice, and equity; and

WHEREAS, City Council intends that the authorized banners constitute a City-sponsored commemorative display expressing the City's viewpoint, and not the creation of a public forum for private expression;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the City Manager is hereby authorized to enter into an agreement with the Jefferson School African American Heritage Center to install and display a temporary series of commemorative banners on designated City-owned poles along Main Street for the period from February 20, 2026, through February 20, 2027, with installation commencing on or after February 1, 2026; and

BE IT FURTHER RESOLVED that the content, design, placement, duration, and maintenance of the commemorative display shall be subject to City approval and oversight, and that the City retains the right to remove or modify the display if it no longer satisfies the purposes and criteria set forth in this Resolution; and

BE IT FURTHER RESOLVED that this authorization is limited to the commemorative display described herein and shall not be construed to create a policy, precedent, or public forum requiring the City to permit other private signs, banners, or displays on City-owned streetlight poles or other City property; and

BE IT FURTHER RESOLVED that City Council may, by future resolution, authorize other City-sponsored artwork or commemorative displays on City property when such displays are selected by the City Council and are intended to communicate the City's own message consistent with the City Council's Vision and the City's historical and cultural values.

#### **10. BY MOTION Board and Commission Appointments for City Council**

On motion by Oschrin, seconded by Fleisher, Council voted 5-0 to appoint councilors as referenced below to the following boards and commissions (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none):

##### **COUNCIL-CREATED BOARDS**

Charlottesville Redevelopment & Housing Authority (CRHA):	Payne
Historic Resources Committee (ad-hoc as needed by committee):	Snook
Housing Advisory Committee (HAC):	Payne
Legislative Committee:	Snook, Oschrin
Minority Business Commission:	Wade
Retirement Commission:	Wade
School Capital Projects Committee:	Snook, Oschrin
Social Services Advisory Board:	Fleisher

##### **REGIONAL and OTHER BOARDS**

Albemarle Charlottesville Regional Jail (ACRJ) Authority Board:	Snook
Charlottesville Albemarle Convention and Visitors Bureau (CACVB):	Wade
Charlottesville-Albemarle Regional Transit Authority (CARTA):	Fleisher, Oschrin
Charlottesville Community Scholarship Program:	Oschrin
Darden Towe Memorial Park Committee:	Fleisher, Snook
Jefferson Area Board for Aging Board of Directors (JABA):	Wade
Jefferson Area Community Criminal Justice Board:	Fleisher
LEAP Governance Board:	Payne
Metropolitan Planning Organization (MPO):	Fleisher, Oschrin
Piedmont Housing Alliance – Kindlewood Advisory Committee:	(upon PHA invitation)
Regional Housing Partnership:	Payne, (Oschrin, alt.)
Rivanna River Basin Commission:	Fleisher, Payne
Rivanna Solid Waste Authority (RSWA):	Snook
Rivanna Water and Sewer Authority (RWSA):	Snook
Thomas Jefferson Planning District Commission (TJPDC):	Payne, Fleisher
Virginia Career Works-Piedmont:	— Wade
Virginia First Cities:	Wade (Snook, alt.)

## **GENERAL BUSINESS**

### **11. REPORT and Discussion on Request for Investment in Housing Development Projects and Off Cycle Funding Requests**

City Manager Sanders presented an overview and initiated discussion to receive feedback from Council on items they would like to consider at a later date for action. The 2026 Request for Investment round produced three requests for investment consideration by Council. The projects reflect affordable housing needs in the community, but collectively extend beyond the commitment of \$10 million per year for 10 years as outlined in the Affordable Housing Plan. The report acknowledged that the collective impact of the projects does not fully address the recent reporting that the City's efforts are not fully reaching the area median income targets identified in the Plan.

Piedmont Housing Alliance (PHA) requested reconsideration of the plan for Phase 4 of the Kindewood Development. Currently, there is a \$4.5M commitment from the City which will produce approximately 90 units, and 131 units are needed to meet the original commitment of at least 425 units. To produce that number of units, an additional \$3M is needed to offset the budget gap. An alternative is the reduction of units delivered and additional targeting to the lowest AMI to connect to the gap in the achievements of the Affordable Housing Fund.

PHA requested additional investment in the previously funded 501 Cherry development project, including additional tax abatement totaling \$1 million over the performance period and \$700,000 cash to support an April 2026 closing for construction to begin in 2026.

PHA confirmed a rental arrears priority at Kindewood, in both new housing units and existing, the persistence of which suggests a need for critical financial assessment and counseling intervention. PHA asked for consideration of an \$85,000 grant to pilot the program delivery through the PHA Financial Opportunity Center along with a fund to retire arrears for successful program participants.

Emergency funding requests were received from PACEM for \$65,000 to fill a current year operating gap, Piedmont Family YMCA for \$45,000 to address state-mandated physical improvements to continue operations, and BRACH for up to \$250,000 projected budget erasure in support of approximately 30 local households for BRACH due to federal changes to the Permanent Supportive Housing program managed by the Department of Housing and Urban Development. The Salvation Army also advanced a Family Shelter initiative with support from Albemarle County and the Perry Foundation to renovate space for immediate implementation of facilities to support 24 occupants at full capacity. The request was for annual operational support with a priority for securing \$340,000 to cover the first-year operating expenses so the spaces can be utilized in January 2026.

Council provided guidance to Mr. Sanders on considerations for presenting the items as discussed at a future Council meeting for action.

## **COMMUNITY MATTERS (2)**

Mayor Wade opened the floor for comments from the public.

- Genevieve Keller, city resident, congratulated the Jefferson School on their 100<sup>th</sup> anniversary, and she shared some historical context about the Jefferson Foundation and the Jefferson School. As President of Preservation Piedmont, she expressed concerns about the Zoning Map and developments with increased density and height encroaching on the city's most sensitive areas in terms of culture, history, previous designations locally and nationally, and areas that had not been recognized because of the patriarchy of previous leaders in Charlottesville.

**ADJOURNMENT**

On motion by Snook, seconded by Oschrin, Council voted unanimously to adjourn the meeting at 10:36 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

DRAFT

# Policy Briefing Summary

## City Council



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<b>Regarding:</b>	<b>Resolution Appropriating \$198,910 in Additional Virginia Department of Transportation ("VDOT") Funds for Construction Engineering and Inspection ("CEI") on the Project Bundle of 10th and Grady UPC 113916, Monticello 2nd UPC 113917, and Preston Harris UPC 113918 (2nd reading)</b>
<b>Staff Contact(s):</b>	Michael Goddard, Deputy Director, Colin Porter, Project Manager, bruce white
<b>Presenter:</b>	<b>Michael Goddard, Deputy Director</b>
<b>Date of Proposed Action:</b>	March 2, 2026

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### Issue

Additional Funds are needed to cover CEI on the Project

### Background / Rule

After receiving the bids for IFB 26-33, Multiple Intersections Improvements, it became clear there was inadequate funding for the CEI portion of the Project. This is a bundle of three (3) projects: 10<sup>th</sup> and Grady UPC 113916, Monticello 2<sup>nd</sup> UPC 113917, and Preston Harris UPC 113918. The existing Project Budget was enough to cover construction, but was short to adequately fund CEI, which is third-party oversight of the construction contractor to help manage the Project on the owner's behalf, as well as help with Inspections and Materials Testing. Before accepting the low bid, the City of Charlottesville, Virginia ("City"), reached out to VDOT to see if there was additional funding it could provide to cover the shortfall of CEI funds, which VDOT was able to secure.

### Analysis

Breakdown of the additional \$198,910 in funding secured by VDOT split between 10<sup>th</sup> and Grady UPC 113916, Monticello 2<sup>nd</sup> UPC 113917, and Preston Harris UPC 113918:

#### **10<sup>th</sup> and Grady Intersection UPC 113916:**

- 2023 Appendix A Rev 1 - \$827,235
- 2026 Appendix A Rev 2- \$923,403
- Additional \$96,168 from VDOT for UPC 113916.

#### **Monticello 2<sup>nd</sup> Intersection UPC 113917:**

- 2025 Appendix A Rev 2 - \$1,304,308
- 2026 Appendix A Rev 3 - \$1,388,770
- Additional \$84,462 from VDOT for UPC 113917.

#### **Preston Harris Intersection UPC 113918:**

- 2023 Appendix A Rev 2 - \$656,526
- 2026 Appendix A Rev 3 - \$672,806
- Additional \$16,280 from VDOT for UPC 113918.

**Financial Impact**

No additional City funds are required for the Project. The \$198,910 in additional funding being appropriated is all funding, which will be covered by VDOT for the Project bundle.

**Recommendation**

City Staff recommends City Council adopt the attached Resolution appropriating additional VDOT funds for UPC 113916, UPC 113917, and UPC 113918.

**Recommended Motion (if Applicable)**

"I move approval of the Resolution appropriating additional VDOT funds for UPC 113916, UPC 113917, and UPC 113918."

**Attachments**

1. CharlottesvilleUPC113916AppARev2
2. CharlottesvilleUPC113917AppARev3
3. CharlottesvilleUPC113918AppARev3
4. VDOT Resolution - February 2026

**Appendix A Revision 2**

**Date:** 11/24/2025

Project Number: 0250-104-342 UPC: 113916 CFDA # 20.205 Locality: City of Charlottesville

Project Location ZIP+4: 22903-4423	Locality UEI #: C6VFXLAFKEY1	Locality Address (incl ZIP+4): 610 East Market Street Charlottesville, VA 22902-5304
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**Project Narrative**

Work Description:	10TH & GRADY AVENUE BIKE PED		
From:	0.04 EAST OF ROUTE 3423		
To:	0.06 WEST OF ROUTE 3423		
Locality Project Manager Contact info:	Najeeb Behnam 434-459-9763	<a href="mailto:behnamn@charlottesville.gov">behnamn@charlottesville.gov</a>	
Department Project Coordinator Contact Info:	Gregg Allen 434-426-5575	<a href="mailto:gregg.allen@vdot.virginia.gov">gregg.allen@vdot.virginia.gov</a>	

**Project Estimates**

	Preliminary Engineering	Right of Way and Utilities	Construction	Total Estimated Cost
Estimated Locality Project Expenses	\$60,150	\$0	\$823,280	\$883,430
Estimated VDOT Project Expenses	\$9,973	\$0	\$30,000	\$39,973
Estimated Total Project Costs	\$70,123	\$0	\$853,280	\$923,403

**Project Cost and Reimbursement**

Phase	Estimated Project Costs	Funds type (Choose from drop down box)	Local % Participation for Funds Type	Local Share Amount	Maximum Reimbursement (Estimated Cost - Local Share)	Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expenses)
Preliminary Engineering	\$70,123	VHSIP	0%	\$0	\$70,123	
<b>Total PE</b>	\$70,123			\$0	\$70,123	\$60,150
Construction	\$853,280	VHSIP	0%	\$0	\$853,280	
			0%	\$0	\$0	
<b>Total CN</b>	\$853,280			\$0	\$853,280	\$823,280
<b>Total Estimated Cost</b>	\$923,403			\$0	\$923,403	\$883,430

**Total Maximum Reimbursement by VDOT to Locality (Less Local Share)**

\$923,403

**Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)**

\$883,430

**Project Financing**

VHSIP					Aggregate Allocations
\$923,403					\$923,403

**Program and Project Specific Funding Requirements**

- This Project shall be administered in accordance with VDOT's Locally Administered Projects Manual and Urban Manual.
- This is a limited funds project. The LOCALITY shall be responsible for any additional funding in excess of \$923,403
- Reimbursement for eligible expenditures shall not exceed funds allocated each year by the Commonwealth Transportation Board in the Six Year Improvement Program.
- The LOCALITY will continue to operate and maintain the facility as constructed. Should the design features of the Project be altered by the LOCALITY subsequent to Project completion without approval of the DEPARTMENT, the LOCALITY inherently agrees, by execution of this agreement, to make restitution, either physically or monetarily, as required by the DEPARTMENT.
- This Project is funded with federal-aid Highway Safety Improvement Program (HSIP) funds. These funds must be obligated within 12 months of allocation and expended within 36 months of the obligation.
- This Appendix A supersedes all previous versions signed by VDOT and the LOCALITY.

This attachment is certified and made an official attachment to this document by the parties to this agreement.

**Samuel Sanders, Jr.** Digitally signed by Samuel Sanders, Jr.  
Date: 2025.12.28 23:47:34 -05'00'

Authorized Locality Official

Date

Authorized VDOT Official

Date

Revised: February 1, 2019

**Appendix A Revision 2**

**Date:** 11/24/2025

Project Number: U000-104-343      UPC: 113917      CFDA # 20.205      Locality: City of Charlottesville

Project Location ZIP+4: 22902-5698	Locality UEI #: C6VFXLAFKEY1	Locality Address (incl ZIP+4): 610 East Market Street Charlottesville, VA 22902-5304
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**Project Narrative**

Work Description:	PEDESTRIAN IMPROVEMENTS AT MONTICELLO AVE/2ND - Construct curb extensions at intersection to increase visibility of pedestrians and reducing the crossing distance. Construction bus stop in way to encourage passengers entering and existing bus to cross behind bus to allow the bus to safely enter travel stream when break in traffic.		
From:	0.028 mi west of 2nd St SE		
To:	0.022 mi east of 2nd St SE		
Locality Project Manager Contact info:	Colin Porter 434-970-3398	<a href="mailto:porterc@charlottesville.gov">porterc@charlottesville.gov</a>	
Department Project Coordinator Contact Info:	Gregg Allen 434-426-5575	<a href="mailto:gregg.allen@vdot.virginia.gov">gregg.allen@vdot.virginia.gov</a>	

**Project Estimates**

	Preliminary Engineering	Right of Way and Utilities	Construction	Total Estimated Cost
Estimated Locality Project Expenses	\$91,962	\$0	\$1,205,943	\$1,297,905
Estimated VDOT Project Expenses	\$9,591	\$1,274	\$80,000	\$90,865
Estimated Total Project Costs	\$101,553	\$1,274	\$1,285,943	\$1,388,770

**Project Cost and Reimbursement**

Phase	Estimated Project Costs	Funds type <i>(Choose from drop down box)</i>	Local % Participation for Funds Type	Local Share Amount	Maximum Reimbursement (Estimated Cost - Local Share)	Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expenses)
Preliminary Engineering	\$101,553	VHSIP	0%	\$0	\$101,553	
<b>Total PE</b>	\$101,553			\$0	\$101,553	\$91,962
Right of Way & Utilities	\$1,274	VHSIP	0%	\$0	\$1,274	
<b>Total RW</b>	\$1,274			\$0	\$1,274	\$0
Construction	\$1,285,943	VHSIP	0%	\$0	\$1,285,943	
<b>Total CN</b>	\$1,285,943			\$0	\$1,285,943	\$1,205,943
<b>Total Estimated Cost</b>	\$1,388,770			\$0	\$1,388,770	\$1,297,905

**Total Maximum Reimbursement by VDOT to Locality (Less Local Share)**

\$1,388,770

**Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)**

\$1,297,905

**Project Financing**

					Aggregate Allocations
VHSIP					
\$1,388,770					\$1,388,770

**Program and Project Specific Funding Requirements**

- This Project shall be administered in accordance with VDOT's Locally Administered Projects Manual and Urban Manual.
- This is a limited funds project. The LOCALITY shall be responsible for any additional funding in excess of \$1,388,770
- Reimbursement for eligible expenditures shall not exceed funds allocated each year by the Commonwealth Transportation Board in the Six Year Improvement Program.
- The LOCALITY will continue to operate and maintain the facility as constructed. Should the design features of the Project be altered by the LOCALITY subsequent to Project completion without approval of the DEPARTMENT, the LOCALITY inherently agrees, by execution of this agreement, to make restitution, either physically or monetarily, as required by the DEPARTMENT.
- This Project is funded with federal-aid Highway Safety Improvement Program (HSIP) funds. These funds must be obligated within 12 months of allocation and expended within 36 months of the obligation.
- This Appendix A supersedes all previous versions signed by VDOT and the LOCALITY.

This attachment is certified and made an official attachment to this document by the parties to this agreement.

**Samuel Sanders, Jr.** Digitally signed by Samuel Sanders, Jr.  
Date: 2025.12.28 23:48:21 -05'00'

Authorized Locality Official

Date

Authorized VDOT Official

Date

Revised: February 1, 2019

Appendix A Revision 3

Project Number: 0250-104-344 UPC: 113918 CFDA # 20.205 Locality: City of Charlottesville

Project Location ZIP+4: 22902-5698	Locality UEI #: C6VFXLAFKEY1	Locality Address (incl ZIP+4): 610 East Market Street Charlottesville, VA 22902-5304
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**Project Narrative**

Work Description:	PEDESTRIAN IMPROVEMENTS AT PRESTON AVE/HARRIS ST		
From:	0.02 MI EAST OF HARRIS STREET		
To:	0.02MI WEST OF HARRIS STREET		
Locality Project Manager Contact info:	Colin Porter 434-970-3398	<a href="mailto:porterc@charlottesville.gov">porterc@charlottesville.gov</a>	
Department Project Coordinator Contact Info:	Gregg Allen 434-426-5575	<a href="mailto:gregg.allen@vdot.virginia.gov">gregg.allen@vdot.virginia.gov</a>	

**Project Estimates**

	Preliminary Engineering	Right of Way and Utilities	Construction	Total Estimated Cost
Estimated Locality Project Expenses	\$123,198	\$7,547	\$500,332	\$631,077
Estimated VDOT Project Expenses	\$11,729	\$0	\$30,000	\$41,729
Estimated Total Project Costs	\$134,927	\$7,547	\$530,332	\$672,806

**Project Cost and Reimbursement**

Phase	Estimated Project Costs	Funds type <i>(Choose from drop down box)</i>	Local % Participation for Funds Type	Local Share Amount	Maximum Reimbursement (Estimated Cost - Local Share)	Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expenses)
Preliminary Engineering	\$134,927	VHSIP	0%	\$0	\$134,927	
<b>Total PE</b>	\$134,927			\$0	\$134,927	\$123,198
Right of Way & Utilities	\$7,547	VHSIP	0%	\$0	\$7,547	
<b>Total RW</b>	\$7,547			\$0	\$7,547	\$7,547
Construction	\$530,332	VHSIP	0%	\$0	\$530,332	
<b>Total CN</b>	\$530,332			\$0	\$530,332	\$500,332
<b>Total Estimated Cost</b>	\$672,806			\$0	\$672,806	\$631,077

**Total Maximum Reimbursement by VDOT to Locality (Less Local Share)**

\$672,806

**Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)**

\$631,077

**Project Financing**

VHSIP					Aggregate Allocations
\$672,806					\$672,806

**Program and Project Specific Funding Requirements**

- This Project shall be administered in accordance with VDOT's Locally Administered Projects Manual and Urban Manual.
- This is a limited funds project. The LOCALITY shall be responsible for any additional funding in excess of \$672,806
- Reimbursement for eligible expenditures shall not exceed funds allocated each year by the Commonwealth Transportation Board in the Six Year Improvement Program.
- The LOCALITY will continue to operate and maintain the facility as constructed. Should the design features of the Project be altered by the LOCALITY subsequent to Project completion without approval of the DEPARTMENT, the LOCALITY inherently agrees, by execution of this agreement, to make restitution, either physically or monetarily, as required by the DEPARTMENT.
- This Project is funded with federal-aid Highway Safety Improvement Program (HSIP) funds. These funds must be obligated within 12 months of allocation and expended within 36 months of the obligation.
- This Appendix A supersedes all previous versions signed by VDOT and the LOCALITY.

This attachment is certified and made an official attachment to this document by the parties to this agreement.

Samuel Sanders, Jr. Digitally signed by Samuel Sanders, Jr.  
Date: 2025.12.28 23:48:59 -05'00'

Authorized Locality Official

Date

Authorized VDOT Official

Date



**RESOLUTION #R-\_\_ -\_\_**

**APPROPRIATING \$198,910 FROM THE VIRGINIA DEPARTMENT OF  
TRANSPORTATION (“VDOT”) CITY OF CHARLOTTESVILLE, VIRGINIA’S  
 (“CITY”) PROJECT PORTFOLIO**

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**WHEREAS**, the City has been awarded state and federal funds through VDOT to locally administer various state funded transportation projects; and

**WHEREAS** the Council of the City of Charlottesville, Virginia (“City Council”), previously authorized the City Manager to revise and reallocate funding within the City’s VDOT portfolio.

**NOW, THEREFORE BE IT RESOLVED** by City Council that the sum of \$198,910 is hereby appropriated as follows:

**Project: 10<sup>th</sup> and Grady Intersection**

**UPC #: 113916**

**Revenues**

\$96,168      Fund: 426      WBS Element: P-01092      GL Code: 430120 (HSIP)

**Expenditure**

\$96,168      Fund: 426      WBS Element: P-01092      GL Code: 599999

**Project: Monticello 2<sup>nd</sup> Intersection**

**UPC #: 113917**

**Revenues**

\$84,462      Fund: 426      WBS Element: P-00818      GL Code: 430120 (HSIP)

**Expenditure**

\$84,462      Fund: 426      WBS Element: P-00818      GL Code: 599999

**Project: Pedestrian Improvements at Preston Ave/Harris Street**

**UPC #: 113918**

**Revenues**

\$16,280      Fund: 426      WBS Element: P-01069      GL Code: 430120 (HSIP)

**Expenditure**

\$16,280      Fund: 426      WBS Element: P-01069      GL Code: 599999



Date Adopted: \_\_\_\_\_

Certified: \_\_\_\_\_  
Clerk of Council

# Policy Briefing Summary

## City Council



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<b>Regarding:</b>	<b>Resolution of Appropriation to Amend the FY26 Budget - \$10,001,875.49 (2nd reading)</b>
<b>Staff Contact(s):</b>	Samuel Sanders, Jr., City Manager, Chris Cullinan, Director of Finance
<b>Presenter:</b>	<b>Chris Cullinan, Director of Finance</b>
<b>Date of Proposed Action:</b>	March 2, 2026

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### Issue

The audit for Fiscal Year 2025 (FY25) has been completed. To close the City's financial records for the year, several year-end adjustments to various accounts require City Council action.

### Background / Rule

Several year-end adjustments are required to carry over unspent funds from the last fiscal year (FY25) to the current fiscal year (FY26). These carry-overs are the result of either previous City Council policy direction or requirements associated with the funds.

### Analysis

The fund balance for the General Fund totaled \$59.0 million at the end of FY25. When restricted uses of fund balance are netted out (including the City's 17% fund balance policy), the General Fund finished with approximately \$8.5M of unrestricted (surplus) funds in fund balance. This amount represents 3.4% of the total amount of the FY25 Adopted Budget.

Overall, General Fund revenues performed approximately \$7.5M above budget. Top performing revenues compared to budget include (amounts shown above budget):

- Interest Income = \$1.9M.
- Building and Plumbing Permits = \$1.9M.
- Real Estate Taxes = \$1.8M.
- Gains on Investments = \$1.3M.
- Personal Property Taxes = \$796K.
- Business Licenses = \$767K.

Generally, City departments spent less than budgeted. Total General Fund expenditures were \$3.5M below budget (1.3% below budget).

Expenditures on salaries and benefits were approximately \$3.0M below budget. In the past several years, salaries and benefits expenditures were much more significantly below budget as a result of high vacancy rates. The FY25 results illustrate the City's increased efforts to recruit and retain employees as well as a more refined approach to budgeting for vacancies.

Salaries and benefits results also reflect the use of approximately \$900k of ARPA funds to offset eligible public safety salary expenses (i.e. there are approximately \$900k of salary and benefit costs not included in the General Fund expenditures). City Council approved the use of these funds in December 2024 in order to meet the US Treasury deadline of 12/31/2024 to obligate all ARPA funds.

Following several years of large surpluses, the City Manager and Budget Office emphasized the need

for departments to more accurately project their financial needs and timely execution of initiatives within the fiscal year. Those efforts are reflected in the FY25 actual expenditures being closer to budget.

### **Financial Impact**

Funds from year-end surpluses are considered to be a one-time revenue and should be used for one-time uses or projects. The recommended uses are either one-time in nature or are restricted by requirements associated with the funds.

### **Recommendation**

The FY25 year-end appropriation totals approximately \$10.0M, grouped into four categories:

General Fund \$8,502,177.67  
Facilities Repair Fund \$24,490.54  
Grants Fund \$10,442.28  
Schools Gainsharing \$1,464,765.00  
TOTAL \$10,001,875.49

Details for each of these categories are listed below.

1. General Fund = \$8,502,177.67

Per the City's Long-term Financial Management Policies, it is recommended that all surplus funds be transferred to the Capital Improvements Contingency. Expenditures out of the CIP Contingency account will be approved by City Council with a separate resolution when necessary.

In addition to these recommendations for the General Fund, several carry-over appropriations listed below are needed to close the books for the fiscal year.

2. Facilities Repair Fund = \$24,490.54.

Unspent restricted courts fees for Courthouse maintenance and construction will be carried over in the Facilities Repair Fund.

3. Grants Fund = \$10,442.28.

Unspent State Fire Grant funds to be used for qualifying expenditures.

4. Schools Gainsharing = \$1,464,765.00

In 1998, the School Board and City Council entered into a gainsharing agreement. This agreement mandates that the first \$100,000 to go to facilities for School Capital Improvement Projects, the next \$100,000 is retained by the Schools in the General Fund and then any amount over \$200,000 will be shared equally (50/50) between the School Board and the City.

For the year ending June 30, 2025, the Schools Gainsharing amount totals \$1,464,765.00. The full amount is recommended to be transferred to the City's Debt Service Fund to help offset debt service costs related to school projects.

### **Recommended Motion (if Applicable)**

I recommend approval of the resolution of appropriation to amend the FY26 budget as presented by the City Manager and Director of Finance.

### **Attachments**

1. Resolution of Appropriation to Amend the FY26 Budget



**RESOLUTION #R-\_\_ -\_\_**  
**Resolution Amending the FY 2026 Budget Ordinance to Reallocate Carry Over Funds**  
**from the end of Fiscal Year 2025 (“Year End” Appropriation)**  
**\$10,001,875.49**

**WHEREAS** the City Council of Charlottesville of the City of Charlottesville, Virginia adopted an ordinance on April 14, 2025, setting a budget for FY 2026 (“the Budget Ordinance”); and

**WHEREAS** the City Council of Charlottesville of the City of Charlottesville, Virginia has received and reviewed the results of the year-end audit for Fiscal Year 2025, which identified a surplus of appropriations over expenditures; and

**WHEREAS** the City Council of Charlottesville of the City of Charlottesville, Virginia desires to amend the Budget Ordinance previously adopted for Fiscal Year 2026, to increase the amount of authorized expenditures by a total of \$10,001,875.49 and, since this Budget Amendment exceeds one percent (1%) of the total expenditures shown in the currently-adopted budget, City Council conducted a public hearing on the proposed amendment following public notice given in accordance with Virginia Code §15.2-2507(A); now, therefore,

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Charlottesville of the City of Charlottesville, Virginia, that the expenditures hereinafter set forth are hereby authorized and appropriated within the accounts of the City for the uses listed below, for the Fiscal Year ending June 30, 2026. The details explaining the purposes for which the following expenditure amounts are authorized, shall be as set forth within the City Council agenda memo dated February 17, 2026, which agenda memo is incorporated into this Resolution by reference.

**I. GENERAL FUND.**

Surplus Funds above the 17% Fund Balance Policy to be transferred to CIP Contingency account (CP-080). Expenditures out of the CIP contingency account will be approved by City Council with a separate resolution when necessary.

**Total Section I** **\$8,502,177.67**

**II. FACILITIES REPAIR FUND.**

Courthouse Maintenance (P-00099) - \$10,159.78 - These unspent restricted court fees will be used for future court repair work or records conversion. The amount will be carried over in the Facilities Repair Fund.

Courthouse Construction (P-00783) - \$14,330.76– These unspent restricted court fees will be used for future renovations or construction projects relating to the courts and will be carried over in the Facilities Repair Fund.

**Total Section II. \$24,490.54**

**III. GRANTS FUND.**

These funds were received from outside sources and are being appropriated to be spent by the respective grants:

\$10,442.28 – these funds will be used for additional qualifying State Fire Grant expenditures (1900010).

**Total Section III. \$10,442.28**

**IV. SCHOOLS GAINSHARING**

In 1998, the School Board and City Council entered into a gainsharing agreement agreement states that the first \$100,000 to go to facilities for School Capital Improvement Projects, the next \$100,000 is retained by the Schools in the General Fund and then any amount over \$200,000 will be shared equally (50/50) between the School Board and the City.

For the year ending June 30, 2025, the Schools Gainsharing amount totals \$1,464,765.00. The full amount will be returned to the City and deposited into City's Debt Service Fund to help offset debt service costs related to school projects.

**Total Section IV. \$1,464,765.00**

Date Adopted:

Certified: \_\_\_\_\_  
Clerk of Council

# Policy Briefing Summary

## City Council



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<b>Regarding:</b>	<b>Resolution to Grant \$125,000 for a Small Business Energy Efficiency Incentive Program (1 of 2 readings)</b>
<b>Staff Contact(s):</b>	Emily Irvine, Climate Program Manager, Kristel Riddervold, Director of the Office of Sustainability, Taylor Harvey-Ryan, Grants Program Manager
<b>Presenter:</b>	<b>Emily Irvine, Climate Program Manager</b>
<b>Date of Proposed Action:</b>	March 2, 2026

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### Issue

The Office of Sustainability (OS) recommends awarding \$125,000 in grant funds to the Community Climate Collaborative (C3) to establish and administer a pilot *Small Business Energy Efficiency Incentive Program*. This new program would support Charlottesville small businesses and non-profits in making energy efficiency retrofits at their locations, therefore reducing their energy bills and greenhouse gas emissions.

### Background / Rule

Approximately 95% of Charlottesville's greenhouse gas emissions are attributable to non-municipal, community-based activities. Of this share, approximately 30% come from the non-residential sector, including small businesses and non-profits. The City's Climate Program recognizes that this sector can benefit from targeted support in reducing emissions from their buildings through energy saving strategies. Small businesses and nonprofits often operate on very thin financial margins and often lack the bandwidth or technical expertise needed to make energy improvements, even if it could lower their utility bills and positively impact their operating costs.

In January 2026, OS issued a Notice of Funding Availability (NOFA) seeking a non-profit partner to develop and deliver a pilot energy efficiency program to support local small businesses and not-for-profit organizations in reducing their energy use. The goals of such a program are to:

- Reduce energy usage and utility costs for area small businesses and non-profits.
- Provide energy audits and technical assistance as well as financial support to small businesses to make energy improvements in their buildings.
- Support area businesses in reducing their greenhouse gas emissions.
- Leverage additional funds available to businesses from utility-led energy programs.
- Augment services available to commercial entities through the Energy Resource Hub.

### Analysis

In response to the NOFA, OS received a proposal from C3 to deliver a program that would provide commercial energy audits, technical assistance, and tiered financial subsidies to support Charlottesville small business and non-profits. The program proposal meets the intended goals as described in the NOFA, and OS staff recommend adopting the resolution to grant the funds.

The *Small Business Energy Efficiency Incentive Program* proposes to provide participants with an ASHRAE<sup>1</sup> Level-1 equivalent energy audit (industry accepted standard), customized technical assistance, and funds to support energy upgrades. It is specifically designed to stack funds available through Dominion Energy's [Small Business Improvement Enhanced Program](#), therefore leveraging

outside funds that local business owners often lack the time or expertise to access.

The pilot program proposes three levels of improvements that build on one another, with a maximum incentive amount of \$4,500 available to any one small business or non-profit organization:

1. Level 1 – Weatherization and Insulation – Eligible measures include building weatherization, air sealing, duct sealing, and insulation practices. The incentive provides up to a 50% rebate, capped at \$1,000 per participant, for the total project cost of the eligible Level 1 measures.
2. Level 2 – LED lighting, Controls, and Window Films – Eligible measures include LED lighting, smart thermostats, lighting sensors (occupancy and daylight), and window films that reduce heating loads from solar insolation. Program participants will be supported in aligning measures with applicable Dominion Energy criteria to maximize benefits. The incentive provides up to 30% rebate, capped at \$1,500 per participant, for the total project cost of the eligible Level 2 measures.
3. Level 3 – Appliances, Equipment, and Electrification – Eligible measures include purchase and installation of conventional appliances to EnergyStar-certified appliances; retrofit of a natural gas water heater to a heat-pump water heater; or the upgrade of HVAC. Incentives are equal to 30% of upgrade costs, capped at \$2,000.

This program supports ongoing implementation of the City's Climate Action Plan. It also contributes to the Climate Action and Partnerships Strategic Outcome Areas of City Council's 2023 Strategic Plan Framework.

[\[i\]](#) *ASHRAE is the American Society for Heating, Refrigerating, and Air-Conditioning Engineers. An ASHRAE Level-1 Energy Audit is a known standard to industry professionals.*

### **Financial Impact**

There is no budgetary impact to the City. The proposed grant funds will be funded through the Climate Action Initiative Fund, previously appropriated as part of the FY2026 Capital Improvement Program.

### **Recommendation**

Staff recommends adoption of the Resolution.

### **Recommended Motion (if Applicable)**

Motion to approve the resolution granting \$125,000 to C3 for a Small Business Energy Efficiency Incentive Program and to schedule the resolution for a second reading..

### **Attachments**

1. Small Biz EE Program\_Resolution

**RESOLUTION #R-\_\_-\_\_**

**ALLOCATION OF CLIMATE ACTION INITIATIVE FUNDS FOR THE DELIVERY OF  
A SMALL BUSINESS ENERGY EFFICIENCY INCENTIVE PROGRAM IN THE  
AMOUNT OF \$125,000**

**WHEREAS**, the City of Charlottesville, having established the Climate Action Initiative Fund for projects and programs in support of the City's Climate Action goals; and

**WHEREAS**, approximately 95% of Charlottesville's greenhouse gas emissions are attributable to non-municipal, community-based activities, of which approximately 30% derive from the non-residential sector, including small businesses and non-profits; and

**WHEREAS**, small businesses and non-profit organizations often operate on very thin financial margins and often lack the technical expertise needed to make energy improvements, even if it could lower their utility bills and positively impact their operating costs;

**WHEREAS**, the City's Climate Program recognizes that this sector can benefit from targeted support in reducing emissions from their buildings through energy saving strategies; and

**WHEREAS**, the City's Climate Program issued a notice of funding opportunity seeking a non-profit partner to develop and deliver a pilot Small Business Energy Efficiency Incentive Program, which aims to support businesses and non-profit organizations located in the City of Charlottesville in reducing their energy use through energy audits, technical assistance, and financial subsidies for energy efficiency improvements, thereby lowering utility costs and contributing to the City's community climate goals; and

**WHEREAS**, the Climate Action Grant Committee received and reviewed responses to the notice of funding opportunity, and voted unanimously to recommend award of the grant to the Community Climate Collaborative;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Charlottesville, having received and considered the recommendation of the Climate Action Grant Committee regarding award of the grant, that \$125,000 is hereby allocated from the Climate Action Initiative Fund (Fund 426, IO 100028), previously appropriated as part of the FY2026 Capital Improvement Program, as a grant award to the Community Climate Collaborative for the establishment and administration of the Small Business Energy Efficiency Incentive Program.

**BE IT FURTHER RESOLVED** that the City Manager is hereby authorized to execute a grant agreement consistent with this resolution.

# Policy Briefing Summary

## City Council



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<b>Regarding:</b>	<b>Resolution for Compromise of Claim: Water and Wastewater Leak Credit of \$20,770.05 for Tiger Fuel Company</b>
<b>Staff Contact(s):</b>	Chris Cullinan, Director of Finance
<b>Presenter:</b>	<b>Chris Cullinan, Director of Finance</b>
<b>Date of Proposed Action:</b>	March 2, 2026

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### Issue

Utility customer Tiger Fuel Company at 601 Preston Avenue experienced a leak in their water line servicing their carwash facility. The leak resulted in usage 20x their normal consumption. The line was repaired and consumption has returned to normal levels. Per the City's leak credit procedures, the customer has requested a credit to the their water and wastewater accounts for this location.

### Background / Rule

The amount of the credit is greater than \$10,000, thus City Code Section 11-132(4) requires City Council authorization.

### Analysis

Utility billing staff have calculated the water and wastewater credit to total \$20,770.05.

### Financial Impact

The compromise of claim is a \$20,770.05 reduction in revenues to the Water and Wastewater Funds.

### Recommendation

Approval.

### Recommended Motion (if Applicable)

I move that the Resolution pass and that the Director of Finance is authorized to apply a credit of \$20,770.05 to the water and wastewater accounts for Tiger Fuel Company.

### Attachments

1. 3.2.26 Resolution Water and Wastewater Credit for Tiger Fuel Company



**RESOLUTION #R-\_\_ - \_\_**

**Approval of a Compromise of Claim in the Form of a Leak Credit of  
\$20,770.05 for Water and Wastewater Charges to the Utility Account of  
“Tiger Fuel Company”**

**WHEREAS**, the Director of Finance, City Attorney, and City Manager concur that circumstances associated with a leak at 601 Preston Avenue warrant a credit in the amount of \$20,770.05 for water and wastewater charges, in accordance with City Code Sec. 11-132(4), City Council has the authority to grant such a compromise of claim;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the Director of Finance is hereby authorized to apply a credit of \$20,770.05 to the utility account of “Tiger Fuel Company”.

Date Introduced:

Date Adopted:

Certified: \_\_\_\_\_  
Clerk of Council



# **City Manager's Report**

*Offices of the City Manager  
Elected & Appointed Officials  
3-2-2026*

## **City Manager – Sam Sanders (he/him)**

- Attended the 100th Anniversary of the Jefferson High School held at the Jefferson School African American Heritage Center; it was a great event and a wonderful opportunity to meet former Mayor Charles Barbour, a legend and a changemaker in the Charlottesville community.
- Congratulations to the City on the new Fire Station #1, which was recognized for Honorable Mention at the 2026 APWA Mid-Atlantic Chapter's Project of the Year Award. Our Fire Department leadership and Capital Division Team in Public Works did a great job bringing this critical infrastructure online to continue to serve our community well.
- Spoke at the Annual Chamber State of the Community held at the Bolick Center at PVCC. We will broadcast this session on Channel 10 and encourage members of the public to tune in to hear from Hamilton Lombard, Jeff Richardson, and me as we discuss the regional economy and outlook on the City and County as your community that you call home.
- Joined members of the Charlottesville Police Department at Trailblazer Elementary for ComStat in the Community. This was a great opportunity for our officers and leadership to engage with the public for a review of crime statistics for the northern district and to hear feedback on the efforts of this department in maintaining and building trust.
- Attended the monthly Rivanna Water and Sewer Authority Board Meeting.  
Meeting highlights:
  - Review of recent public presentation regarding the South Rivanna and Central Water Line projects.
  - Received an update on the various construction projects underway.
  - City Council will eventually need to approve easements along Rivanna River for the Central Water Line.
  - Approved a \$40k grant to Rivanna Conservation Alliance for streambank restoration.
  - Received an infrastructure update presentation to assess the current condition across the entire water/wastewater system based on what is being seen around the country.
  - Reviewed the FY27-31 Capital Improvement Program (CIP): \$604M program (\$348M water/\$129M WW).
  - Davenport Presentation on the financial health of the agency: Aa2 & AA+ bond rating for Rivanna. Received a review of the Authority's financial position with comparisons to peer utilities.

**Office of Communications & Public Engagement (CAPE) – Director Afton Schneider (she/her)**

- As CAPE continues strengthening the City’s communications and public engagement practices, we are in the process of launching a monthly Communications Coordinator Roundtable to align messaging, surface upcoming issues, and support consistent, accurate communications across all City departments. It will also serve as a space to share ideas, highlight effective practices, and build collective awareness around communications and engagement approaches that support our organizational goals.
- With this new group, we hope to improve advance planning, reduce communications risks, and enhance cross-department awareness and coordination, ultimately leading to more effective and meaningful community engagement.

**Office of Budget & Grants Management – Director Krisy Hammill (she/her)**

- The FY2027 Proposed Budget will be released on the [Budget webpage](#) tonight following its presentation to City Council.

**Commissioner of the Revenue – Todd Divers (he/him)**

- Business License renewals are due on March 2, 2026. Visit [www.charlottesville.gov/BusinessPortal](http://www.charlottesville.gov/BusinessPortal) to file and pay online. You will need the following to access your account:
  - Mailing zip (5-digits)
  - Account number (do not include leading zeros)
  - Federal tax ID # or SSN (nine digits, no dashes)
  - Call 434-970-3170 or email [citycorbiz@charlottesville.gov](mailto:citycorbiz@charlottesville.gov) if you have questions. PLEASE DO NOT WAIT UNTIL THE LAST MINUTE!!!
- Business tangible personal property filings were due on January 31. If you have not yet filed, you can do so through the business portal.
- Applications are being taken through April 1 for Real Estate Tax Relief for Elderly and/or Disabled. Visit [www.charlottesville.gov/relief](http://www.charlottesville.gov/relief) to apply or call 434-970-3160 with questions.

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

- This March the City, Albemarle County Service Authority, and Rivanna Water & Sewer Authority are hosting a free and virtual event to help encourage the community to save water and participate in the fix a leak Home Scavenger Hunt. This is in support of Fix A Leak Week (March 16-22) – a national campaign put

on by the Environmental Protection Agency focused on finding and fixing water leaks in homes and businesses. March 22 is also World Water Day! To find the scavenger hunt worksheet, check out all the events happening in March, and learn how to fix a leak: <https://www.charlottesville.gov/498/Fix-a-Leak>.

- The Office of Sustainability was invited to present at the Unitarian Universalist Social Action Fair to encourage attendees to attend upcoming events, utilize resources such as the [Energy Resource Hub](#) and the [Climate Action and Sustainability Dashboard](#), and discuss the City's recent designation as a Biophilic City.
- Join the Rivanna Stormwater Education Partnership at Green Drinks Charlottesville on March 11 from 5:30 – 7:00 PM at Firefly Restaurant. Learn how to love your watershed and conserve water in the community.
- The second Climate Cafe of 2026 will be held on March 13 at 9:30 – 11:00 AM at The Bradbury, focused on water resources. The cafe invites water organizations including Rivanna Stormwater Education Partnership, Charlottesville Water Conservation, Rivanna Conservation Alliance, and Rivanna Water & Sewer Authority to connect attendees with insight into the current challenges associated with providing clean water to our community.
- The Charlottesville Invasive Plant Partnership was the recipient of a proclamation from City Council officially designating February 23-27 as Invasive Species Awareness Week. Partners of the coalition, including the Office of Sustainability and Parks and Recreation, developed programming spanning the whole week for community members to learn more about the impact of invasive vines on our urban tree canopy and how they can play a role in safeguarding vital shade-providing trees and native species
- OS Director delivered a presentation at the Virginia Local Government Management Association Winter Conference on solar deployment in the municipal and community sectors.

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

- OED has released its 2025 Annual Report, highlighting a year of strong economic momentum, expanded workforce pathways, and continued investment in entrepreneurship and placemaking. The report outlines progress made in year two of OED's 2024–2028 Economic Development Strategic Plan, with coordinated action across equitable entrepreneurship, business growth, workforce development, creative placemaking, and storytelling for investment.
- In 2025, OED assisted more than 325 businesses and served more than 550 employees and jobseekers. Entrepreneurship initiatives included two successful GO Start-Up cohorts, as well the inaugural Piedmont Ascent Business Conference and Piedmont Pitch Competition, which was held in collaboration

with Albemarle County Economic Development and the Central Virginia Small Business Development Center.

- Workforce development remained a priority, with programs such as Ready to Work, GO Cook, GO Hire, and NextGen Skilled Trades Day connecting residents to certifications, employers, and high-demand career pathways. In 2025, GO Cook received statewide recognition from the Virginia Economic Developers Association for its impact in preparing participants for culinary careers and advancing inclusive workforce development.
- The Downtown Mall also remained a central focus of OED's efforts. In 2025, visitation increased by 4% to approximately 2.8 million visitors, while retail vacancy rates remained at or below 5%.
- To read the full report and learn more about OED's accomplishments in 2025, visit the Office of Economic Development website (<https://charlottesville.gov/201/Economic-Development>).

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

- At its regular meeting on January 15, the Human Rights Commission re-elected Heather Roberson Gaston as Chair. During their meeting on February 19, Commissioners elected Elizabeth Stark as Vice Chair.
- The Human Rights Commission will hold its annual Planning meeting on March 5 at 5:30 PM, in the Parks & Recreation Conference Room.
- Commissioners conducted a public poll soliciting input from community members to inform their planning process. The poll ran from February 9 – 23.
- The Office of Human Rights currently has 21 open discrimination complaint cases: one is awaiting response to offers of alternative dispute resolution, five are in the process of alternative dispute resolution, 11 are under investigation, three are under review for determination after investigation, and one is under review for appeal by the Human Rights Commission.

#### **Office of Emergency Management (OEM) – Emergency Coordinator John Oprandy (he/him)**

- OEM has had a busy start to the new year. The most significant activity over the past couple of months was the City's response to Winter Storm Fern, which impacted the Charlottesville area from January 24 through January 26. In advance of the storm, the City and Albemarle County jointly declared a local emergency to ensure resources were positioned and coordination was in place across jurisdictions. OEM activated the Emergency Operations Center (EOC), which remained operational for approximately two and a half days with representatives from four to five City departments. EOC operations focused

primarily on the collection and dissemination of information to support decision-making and field operations across the organization.

- One effort worth highlighting from the storm response was the partnership between the EOC, the Department of Human Services, and United Way of Greater Charlottesville to recruit volunteers willing to help shovel sidewalks for residents who were unable to do so on their own — particularly seniors and individuals with mobility challenges. Residents in need of assistance were able to call 211 to request help, and the City and United Way worked to connect them with available volunteers. Coordination with Albemarle County and the University of Virginia throughout the event was smooth, and the regional approach to planning, communication, and shared situational awareness served the community well.
- Outside of storm operations, OEM has been leading a citywide effort to bring staff into compliance with foundational emergency management training required by the Federal Emergency Management Agency (FEMA). The current focus is on two courses — IS-100 (Introduction to the Incident Command System) and IS-700 (An Introduction to the National Incident Management System) — which establish a common framework for how we organize and coordinate during emergencies. This training is an important step in building a shared baseline of readiness across departments.
- OEM has also been working on revisions to the City's Emergency Operations Plan (EOP), which will inform an upcoming EOC workshop scheduled for late March. That workshop will give participants an opportunity to continue refining the EOP and work through roles and responsibilities within the EOC in a hands-on setting. In addition, OEM has been attending regional coordination meetings, state-level planning sessions, and planning meetings for upcoming exercises with our partners.
- Looking ahead, OEM is preparing for additional tabletop exercises throughout the spring and summer as we continue building the City's overall readiness and strengthening coordination across departments and with our regional partners.

# Policy Briefing Summary

## City Council



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<b>Regarding:</b>	<b>Ordinance Amending Section 2-42 of the City Code Concerning Special Meetings of City Council (1 of 2 Readings)</b>
<b>Staff Contact(s):</b>	
<b>Presenter:</b>	<b>John Maddux, City Attorney</b>
<b>Date of Proposed Action:</b>	March 2, 2026

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### Issue

Section 2-42 of the City Code, which governs the calling of special meetings of City Council, was originally enacted in 1976 and has not been substantively amended since its adoption. Certain language in the current provision may be read to permit special meetings to be held without notice in a manner that is inconsistent with more recent developments in state law, including statutory requirements governing the calling of special meetings and public notice obligations under the Virginia Freedom of Information Act. While the City has historically conducted Council meetings in compliance with applicable state law, the proposed amendment is intended to clarify the Code, eliminate potential ambiguity, and ensure that the City's local procedures are fully aligned with current legal requirements.

### Background / Rule

Under Virginia law, special meetings of local governing bodies are governed primarily by § 15.2-1418 of the Code of Virginia, which prescribes who may call a special meeting, requires that such meetings be called through the clerk with specified subject matter, and limits the business that may be transacted to the matters identified in the call unless all members are present and unanimously consent to additional items. In addition, all meetings of City Council are subject to the Virginia Freedom of Information Act, § 2.2-3700 et seq. of the Code of Virginia, which requires that meetings of public bodies be open to the public and that reasonable public notice be provided, including contemporaneous notice for special or emergency meetings. Together, these statutes establish a mandatory framework for the calling, notice, and conduct of special meetings that local procedural provisions must follow.

### Analysis

Section 2-42 of the City Code currently includes language stating that special meetings may be held without notice if all members of Council attend and unanimously consent to the business transacted. While this provision appears to have been intended to address internal notice issues among Council members, it may also be read to imply that public notice is not required, which is inconsistent with the Virginia Freedom of Information Act and other applicable state law. The proposed amendment removes this ambiguity by eliminating the "no notice" language and expressly aligning the City Code with state requirements, while preserving the principle that internal notice defects do not invalidate Council action when all members are present and consent to proceed.

### Financial Impact

None.

### Recommendation

Staff recommends that City Council adopt the proposed ordinance. The amendment clarifies the procedures for calling special meetings, aligns the Code with current requirements of state law, and

eliminates potentially confusing or outdated language, while preserving existing Council practices and ensuring continued compliance with public notice and open meeting obligations.

**Recommended Motion (if Applicable)**

I move that City Council adopt the ordinance amending Section 2-42 of the Code of the City of Charlottesville concerning special meetings of City Council.

Optional: I further move that City Council waive the requirement for a second reading of this ordinance and that the ordinance take effect immediately upon adoption.

**Attachments**

1. Ordinance Amending Section 2-42 Regarding Special Meetings

## **Ordinance Amending Section 2-42 of the City Code Concerning Special Meetings of City Council**

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WHEREAS, The City Council of the City of Charlottesville is authorized by Virginia law to establish procedures for the conduct of its meetings, subject to applicable provisions of the Code of Virginia; and

WHEREAS, Section 15.2-1418 of the Code of Virginia prescribes the manner in which special meetings of local governing bodies shall be called and conducted, including requirements relating to the call of such meetings, notice to members, and limitation of business transacted; and

WHEREAS, The Virginia Freedom of Information Act, codified at § 2.2-3700 et seq. of the Code of Virginia, requires that all meetings of public bodies be open to the public and that public notice of such meetings be provided; and

WHEREAS, Section 2-42 of the Code of the City of Charlottesville was originally enacted in 1976 and has not been substantively amended since its adoption; and

WHEREAS, The City has at all times conducted the meetings of City Council in compliance with applicable requirements of state law, including public notice and open meeting requirements; and

WHEREAS, Section 2-42 of the Code of the City of Charlottesville currently contains language that may be construed to authorize special meetings without notice in a manner inconsistent with state law; and

WHEREAS, The City Council desires to amend Section 2-42 to clarify that all special meetings shall be called and noticed in accordance with state law and to eliminate any ambiguity regarding public notice requirements;

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Charlottesville:

Section 2-42 of the Code of the City of Charlottesville is hereby amended and reenacted in its entirety to read as follows:

**Sec. 2-42. Call of special meetings; limitation on business transacted.**

(a) A special meeting of the council may be called by the mayor, or by the vice-mayor if acting in the mayor's stead, or upon the written request of any three (3) members of the council. The call or request shall be made to the clerk of council and shall specify the matters to be considered at the meeting.

Upon receipt of such call or request, the clerk of council shall, after consultation with the mayor or vice-mayor, provide written notice to each member of council, delivered in person or to the

member's place of residence or business, or by electronic mail or facsimile if so requested by the member, to attend such meeting at the time and place stated in the notice.

(b) Notice of special meetings shall be given in accordance with the requirements of the Virginia Freedom of Information Act, including public notice reasonable under the circumstances for special, emergency, or continued meetings.

(c) No business shall be transacted at a special meeting except that specified in the call or request, unless all members of council are present and unanimously consent to the consideration of additional matters.

(d) Failure to provide notice to one or more members of council in the manner prescribed by this section shall not invalidate any action taken at a special meeting if all members are present and unanimously consent to proceed.

# Policy Briefing Summary

## City Council



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<b>Regarding:</b>	<b>Resolution Designating Property as a Revitalization Area for Westhaven Redevelopment</b>
<b>Staff Contact(s):</b>	James Freas, Deputy City Manager
<b>Presenter:</b>	<b>James Freas, Deputy City Manager</b>
<b>Date of Proposed Action:</b>	March 2, 2026

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### Issue

The Charlottesville Redevelopment and Housing Authority ("CRHA") is proposing a multi-phase redevelopment of the Westhaven public housing site ("Property"). The redevelopment will transform the Property into a higher-density community with construction of 140 units in phase 1 and up to 266 housing units across all phases. The project was developed through a resident-centered planning process. To support financing through Low Income Housing Tax Credits ("LIHTC"), City Council is asked to designate the site as a Revitalization Area. For City Council's review and consideration, a Resolution evincing the same is attached.

### Background / Rule

CRHA is planning a comprehensive, multi-phase redevelopment of the ten (10)-acre Westhaven public housing site in the City ("Project"). The Property currently accommodates 126 families and is managed by CRHA. The proposal envisions a higher density mixed-use community, including senior housing and space for resident services and community programming. The Project is expected to begin construction by December 2026, and finish by June 2029, supported by City funding through the Capital Improvement Program.

To finance the Project, CRHA will be applying for LIHTC (Low Income Housing Tax Credit). This highly competitive program evaluates projects according to criteria defined in the 2026 Qualified Allocation Plan. One (1) key scoring criterion is whether a property is in a Designated Revitalization Area. Under Virginia Code § 36-55.30:2(A), City Council has the authority to make such designation, which applies to areas lacking sufficient private-sector investment and where public support is needed to develop decent, affordable housing that benefits low- and moderate- income households.

### Analysis

The Project represents a significant opportunity to advance City Council's strategic priorities, including Housing; Economic Prosperity; Climate Action; Partnerships; and Recreation, Arts, and Culture. The Project will replace aging public housing units with a modern, affordable community that incorporates senior housing and space for community programming and resident services, while increasing overall housing density.

To achieve this vision, CRHA must secure LIHTC, which are critical to the financing of the development of deeply affordable housing projects. Applications for the highly competitive Virginia Housing LIHTC program are due in March 2026. Projects located within a Designated Revitalization Area score more favorably under the program's criteria. City Council's designation and financial commitment will strengthen CRHA's application and demonstrate local support.

### Financial Impact

This request does not have a financial impact on the City's Budget.

**Recommendation**

City Staff recommends City Council adopt the attached Resolution designating the Property as a Revitalization Area for the Project.

**Recommended Motion (if Applicable)**

"I move to adopt the attached Resolution to approve designating the Westhaven Development as a Revitalization Area for the Project."

**Attachments**

1. RESOLUTION Revitalization Area Westhaven 02032026



**RESOLUTION #R- -**

**REVITALIZATION AREA CERTIFICATION FOR THE WESTHAVEN  
REDEVELOPMENT SITE (801-836 HARDY DRIVE, PARCEL NUMBER 310145000)**

**WHEREAS**, the Charlottesville Redevelopment and Housing Authority requests the designation of the property shown on the location map attached as Exhibit “A,” known as the Westhaven Redevelopment Site, as a Revitalization Area; and

**WHEREAS**, pursuant to Virginia Code § 36-55.30:2(A), the Council of the City of Charlottesville, Virginia (“City Council”), has the authority to designate a property as a Revitalization Area; and

**WHEREAS**, a Revitalization Area is defined by the Code of Virginia as any area that (1) the industrial, commercial, or other economic development of such area will benefit the City, but such area lacks the housing needed to induce manufacturing, industrial, commercial, governmental, educational, entertainment, community development, healthcare, or nonprofit enterprises or undertakings to locate or remain in such area; and (2) private enterprise and investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe, and sanitary housing and supporting facilities that will meet the needs of low- and moderate-income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area.

**NOW, THEREFORE, BE IT RESOLVED** by City Council that the Westhaven Redevelopment Site is hereby formally designated as a Revitalization Area, pursuant to Virginia Code § 36-55.30:2(A).

Date Adopted: \_\_\_\_\_

Certified: \_\_\_\_\_  
Clerk of Council



**EXHIBIT "A"**  
Location Map



# Policy Briefing Summary

## City Council



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<b>Regarding:</b>	<b>Financial Resolution Supporting Westhaven Redevelopment</b>
<b>Staff Contact(s):</b>	James Freas, Deputy City Manager
<b>Presenter:</b>	<b>James Freas, Deputy City Manager</b>
<b>Date of Proposed Action:</b>	March 2, 2026

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### Issue

City Council is asked to adopt a Resolution affirming its financial support for the Westhaven Redevelopment Project ("Project"). This action confirms the City's prior funding commitment of \$15 million and acknowledges that the scope of the Project has been refined since that commitment was made.

### Background / Rule

The Charlottesville Redevelopment and Housing Authority ("CRHA") is redeveloping the ten (10)-acre Westhaven public housing site ("Property") through a multi-phase plan. The Property currently houses 126 families and will be transformed into a modern, mixed-use community with deeply affordable housing. During the City's FY25 Budget cycle, City Council allocated \$15 million through the Capital Improvement Program ("CIP") to support the entire Project. The current request is that the \$15 million identified in the CIP be dedicated to Phase 1 (parts A and B). CRHA has indicated that they will seek additional City funds for Phase 2. No formal agreement has been executed, and this Resolution formalizes the City's financial commitment, which is a critical component of CRHA's LIHTC application process.

### Analysis

In 2022, CRHA began planning with an initial goal of 350 units. After three (3) years of resident engagement and site analysis, CRHA's plan was revised to approximately 266 units, with 140 units planned for Phase 1A, and Phase 1B, and 124 units planned for Phase 2. While the total number of units has decreased, the Project will still double the number of deeply affordable units in the 10th and Page neighborhood and provide improved housing for seniors, families, and individuals with disabilities.

Since the initial funding commitment, estimated costs have increased significantly due to inflation, structured parking requirements, reduced tax credit value, higher debt costs, and the overall volatility of construction markets. These factors have made the original unit target impractical and have required adjustments to the Project scope to maintain livability and financial feasibility.

The Project will occur in three (3) Phases, with Phase 1 divided into two (2) components: Phase 1A and Phase 1B. Phase 1A will include 76 senior and disabled units and a clinic space, and Phase 1B will include 64 multifamily units with community space. CRHA plans to submit a competitive nine percent (9%) LIHTC application for Phase 1A in March 2026, requesting \$8 million in City funding for the Phase 1A application, and a non-competitive four percent (4%) tax-exempt bond application for Phase 1B in June 2026, requesting \$7 million in City funding for the Phase 1B application. These tax credit programs are essential to financing deeply affordable housing and require strong local support to score competitively. No plan for Phase 2 has yet been developed.

Prior to approving a Loan Agreement for the disbursement of these funds, City Staff recommends

conducting due diligence analysis to confirm the financial feasibility of the funding proposals, given the use of City funds to support the proposed Project.

**Financial Impact**

The CIP Budget allocated \$15 million for this Project. The amount of City support requested has not changed; however, the scope of the Project and the number of units that this investment will support has changed. The attached Resolution does not encumber additional funds, but formalizes the existing commitment to strengthen CRHA's financing strategy.

**Recommendation**

City Staff recommends City Council adopt the attached Resolution supporting a \$15 million grant to CRHA to complete Phase 1 of the Project.

**Recommended Motion (if Applicable)**

"I make a Motion to adopt the attached Resolution supporting a \$15 million grant to CRHA to complete Phase 1 of the Project."

**Attachments**

1. RESOLUTION Financial Resolution Supporting Westhaven 2-4-26 (1)



**RESOLUTION #R-\_\_ -\_\_**

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**FINANCIAL RESOLUTION SUPPORTING \$15,000,000 GRANT TO THE CHARLOTTESVILLE REDEVELOPMENT AND HOUSING AUTHORITY FOR PHASES 1A AND 1B OF THE WESTHAVEN REDEVELOPMENT PROJECT (801-836 HARDY DRIVE, PARCEL NUMBER 310145000)**

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**WHEREAS**, the Charlottesville Redevelopment and Housing Authority (“CRHA”) is the owner of the Westhaven Redevelopment Project (“Project”), located at 801-836 Hardy Drive, in the City of Charlottesville, Virginia (“City”), Parcel Number 310145000; and

**WHEREAS**, the Project will create approximately one hundred and forty (140) much-needed new or replacement affordable housing units in the City; and

**WHEREAS**, CRHA requests the Council of the City of Charlottesville, Virginia (“City Council”), award it up to \$15,000,000 in the form of a grant to help subsidize Phases 1A and 1B of the Project; and

**WHEREAS**, the \$15,000,000 grant commitment from City Council to CRHA for up to \$8,000,000 for Phase 1A, and up to \$7,000,000 for Phase 1B of the Project is currently programmed into the City’s Capital Improvement Program over a three (3) year period, which began on July 1, 2025, and will conclude on June 30, 2028.

**NOW, THEREFORE, BE IT RESOLVED** by City Council that it hereby formally commits up to \$15,000,000 in the form of a grant to CRHA for Phases 1A and 1B of the Project.

Date Adopted: \_\_\_\_\_

Certified: \_\_\_\_\_  
Clerk of Council

# Policy Briefing Summary

## City Council



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**Regarding:** School Board Adopted Budget for Fiscal Year 2027  
**Staff Contact(s):** Dr. Royal Gurley - Superintendent  
**Presenter:** Lisa Torres - School Board Chair  
**Date of Proposed Action:** March 2, 2026

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### Issue

Presentation of the FY 2027 Charlottesville City Schools Adopted Budget

### Background / Rule

### Analysis

### Financial Impact

### Recommendation

Incorporate Charlottesville City School Board budget request into the FY 2027 City Budget

### Recommended Motion (if Applicable)

n/a

### Attachments

None

# Policy Briefing Summary

## City Council



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<b>Regarding:</b>	<b>Proposed City Budget for Fiscal Year 2027</b>
<b>Staff Contact(s):</b>	Samuel Sanders, Jr., City Manager, Krisy Hammill, Director of Budget
<b>Presenter:</b>	<b>Samuel Sanders, Jr., City Manager</b>
<b>Date of Proposed Action:</b>	March 2, 2026

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### Issue

At the first Council meeting in March of each year, the City Manager formally presents the proposed budget to City Council and the public. This is followed by a series of public hearings, work sessions, a community budget forum and a final vote on the budget no later than April 15<sup>th</sup>. This item begins the FY 2027 budget discussions and deliberations.

### Background / Rule

There are several opportunities for the community to provide input into the budget. More information on each of the work sessions can be found at [www.charlottesville.gov/budget](http://www.charlottesville.gov/budget). A few minutes are reserved at the end of each budget work session for public comment.

### Analysis

The City's proposed budget document will be available on the City's Budget web page at [www.charlottesville.gov/budget](http://www.charlottesville.gov/budget) following the City Manager's presentation.

### Financial Impact

The presentation alone has no budgetary impact.

### Recommendation

N/A

### Recommended Motion (if Applicable)

N/A

### Attachments

None