



City Council Meeting Agenda May 18, 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: PCOB Proposed Ordinance Revisions
2. Report: Home Stay/Short-Term Rentals Report

5:30 PM Closed Meeting (Board & Commission Appointments)

6:30 PM Business Session

IV. Moment of Silence

V. Announcements

VI. Recognitions/Proclamations

- Proclamation: Public Works Week, May 17-23
- Proclamation: Dementia Awareness 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.

3. Minutes: February 17 regular meeting; March 2 regular meeting
4. Resolution: Resolution to appropriate \$389,975 from the Virginia Department of Housing and Community Development, Housing Opportunities for Persons with AIDS/HIV grant 26-HOPWA-303 (2nd reading)
5. Resolution: Resolution to appropriate \$98,484 from the Virginia Department of Housing and Community Development, Virginia Homeless Solutions Program Grant 26-VHSP FED RRH- 37 (2nd reading)
6. Resolution: Reallocation of \$200,000 in Capital Improvement Plan (CIP) funds for the Downtown Mall Crossing Project (2nd reading)
7. Resolution: Proposed One-Year Annual Action Plan & Associated Funding Recommendations for HUD-funded Activities for Program Year (PY) 2026-2027, a Major Amendment, approximately \$1,205,469.64 (2nd reading)

- a. Resolution: Resolution to Approve the City of Charlottesville-Thomas Jefferson Area HOME Consortium One-Year Annual Action Plan for PY 2026-2027 (2nd reading)
 - b. Resolution: Resolution to Appropriate Community Development Block Grant Funds anticipated from the U.S. Department of Housing and Urban Development for PY 2026-2027, approximately \$464,924.00 (2nd reading)
 - c. Resolution: Resolution to Approve Award(s) of HOME Investment Partnership Program Funds anticipated from the U.S. Department of Housing and Urban Development for PY 2026-2027, approximately \$92,568.21 (2nd reading)
- 8. Resolution: Resolution Initiating Amendment to Chapter 9 (Community Facilities & Services) of the City's Comprehensive Plan
 - 9. Resolution: Resolution Considering a Special Exception Permit Request for 408 Harris Road
 - 10. Resolution: Resolution Approving the Public Works 2025-2026 Pollocks Branch Trail Bridge Activity, a Minor Amendment to the City's Annual Action Plan, in the Amount of \$55,527.91 in Community Development Block Grant ("CDBG") Funds (Previously Approved by Council)
 - 11. Ordinance: Repeal of Obsolete Provisions in Chapter 3, Amusements, of the Charlottesville City Code

IX. City Manager Report

- Report: City Manager Report
- Report: Youth Council Annual Presentation
- Report: Quarterly Financial Report

X. Action Items

- 12. Action Item: Resolution Authorizing the City Manager to Execute a Power Purchase Agreement and Associated Site Access Agreement for Charlottesville Middle School
- 13. Resolution: Resolution for Approval of Refund of Business Tangible Personal Property Tax and Business License Tax, totaling \$33,863.14
- 14. Resolution: Resolution for Approval of 2026 Homeowner Assistance Grant Program
- 15. Resolution: Resolution to Endorse the Location for the Swords Into Plowshares Project

XI. General Business

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. 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. 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



Regarding:	PCOB Proposed Ordinance Revisions
Staff Contact(s):	James Walker, PCOB Management Analyst
Presenter:	James Walker, PCOB Management Analyst
Date of Proposed Action:	May 18, 2026

Issue

The proposed revisions to City Code Article XVI transition the Charlottesville Police Civilian Oversight Board ("PCOB") from a model focused on independent investigations to a "Monitor, Audit, and Review" model that strengthens oversight by aligning the Board's authority with what it can legally and operationally deliver. This joint work session is convened to present the direction of the revision to City Council, discuss the underlying rationale, and invite Council dialogue in advance of any future formal ordinance action. No ordinance adoption is before Council at tonight's meeting.

Background / Rule

The PCOB was established pursuant to Virginia Code § 9.1-601 and is governed by Article XVI of the City Code. The current ordinance, last substantively amended in 2021 (minor amendments made more recently), authorizes the Board to receive and investigate complaints, investigate incidents, hold hearings, recommend discipline in individual cases, and compel testimony through subpoena. Since the Office of Police Civilian Oversight ("the office") became operational, implementation has revealed structural tensions between several of these authorities and the legal framework governing police administrative investigations, including the Law-Enforcement Officers Procedural Guarantee Act (Virginia Code § 9.1-500 et seq.), the protections established in *Garrity v. New Jersey*, 385 U.S. 493 (1967), the Charlottesville Police Department ("CPD") Collective Bargaining Agreement, and the Chief of Police's exclusive disciplinary authority under Virginia Code § 15.2-1722. These tensions have limited the Board's practical capacity to fulfill its existing primary oversight expectation of conducting independent investigations.

Analysis

The proposed ordinance revision restates the Board's purpose as supporting community well-being and safety by advancing the quality of policing in the City of Charlottesville through civilian-led transparency and accountability under a "Monitor, Audit, and Review" model of oversight. This transition preserves every function the Board currently performs effectively while removing authorities that cannot be implemented within existing legal and operational constraints. Rather than narrowing oversight, the revision solidifies it by expanding underdeveloped authorities into fully articulated functions with clear procedures and public reporting obligations. Three directional shifts frame the proposed revisions:

- *From independent investigation to monitored investigation with substantive review.* The revised ordinance replaces the Board's independent investigation authority with a receive-and-refer process under which CPD conducts the administrative investigation with concurrent monitoring by the office. The Board retains and strengthens its authority to review completed investigations for accuracy, completeness, and impartiality, and to issue findings that may include non-concurrence, identification of investigative deficiencies, or recommendations for systemic change. The Director's monitoring authority is newly codified in detail, including observation of

internal affairs interviews, review of investigative plans and evidence, and post-interview feedback.

- *From hearings on individual complaints to hearings on policy, practice, and systemic concerns.* The revised ordinance refocuses Board hearings on examining department policies, practices, procedures, audit findings, and patterns of concern, rather than adjudicating individual complaints. This aligns hearing practice with the Board's capacity as a volunteer body and produces systemic accountability outputs that apply across the department.
- *From case-specific disciplinary recommendations to disciplinary policy review.* The Board's authority to recommend discipline in individual cases is replaced with authority to render opinions on the appropriateness of discipline imposed by the Chief of Police and to recommend changes to the department's disciplinary matrix. This reorientation addresses practical barriers, including compressed disciplinary timelines, the exclusion of Board recommendations from grievance proceedings under the CPD Collective Bargaining Agreement, and confidentiality constraints on individual personnel matters. The revision allows the Board to produce recommendations with broader and more durable impact.

The revision also introduces substantive new provisions that build out the Board's monitoring, audit, and review authority as the operational core of its work. These include a formal audit process with required audit plans, department cooperation standards, and public audit reports; codification of information-access procedures previously governed by a separate Standard Operating Procedure and Memorandum of Understanding; detailed procedures for Board reviews and findings; a consolidated public reporting framework; a restructured complaint intake process that informs complainants of all available resolution paths without discouraging formal complaints; and an expanded commendation authority grounded in specified criteria tied to de-escalation, community trust-building, internal accountability, and critical incident performance.

Financial Impact

The proposed ordinance revisions carry no financial impact. No new appropriation is required, and the revisions are implementable within the existing budget of the Office of Police Civilian Oversight.

Recommendation

This joint work session is informational and discussion-based. Staff recommends that Council receive the presentation, engage in dialogue with PCOB members regarding the proposed direction, and provide feedback to inform subsequent refinement of the draft ordinance prior to any future formal action. *Note:* The proposed revisions are in the process of legal review by the City Attorney's Office and the PCOB's Independent Counsel.

Recommended Motion (if Applicable)

Not applicable at this time.

Attachments

1. PCOB Proposed Ordinance Revisions [Presentation]
2. PCOB Proposed Ordinance Revisions [Comparison Table]

Police Civilian Oversight Board

Proposed Transition of Oversight Model

**Joint Work Session with City Council
May 18, 2026**



Purpose

A joint work session between City Council and the Police Civilian Oversight Board to present and discuss a series of recommended ordinance revisions to Article XVI of the City Code. The purpose of these revisions is to:

1. Transition the PCOB to a “Monitor, Audit, and Review” model of oversight.
2. Remove barriers to implementation of the current investigation-dominant model.
3. Clarify the duties, processes, and outcomes of the new model with a robust framework.

Review

The PCOB will review the core ordinance revisions recommended.

Discuss

The PCOB will discuss recommended revisions with City Council to provide details.

Inform

City Council will inform and advise the PCOB with feedback regarding proposed revisions.

Purpose Statement Reimagined

Recommended Change

The Board's purpose changes from a generalized vision of trust to a mission-oriented statement focused on definable oversight actions with measurable outcomes.

Why

The current purpose statement asks the PCOB to “establish and maintain trust” among several city stakeholders and the community. This is not reflective of the PCOB's ability or authority nor does it clearly provide a sense of objective tasks taken to achieve measurable outcomes. This revision sets the tone for a clarified ordinance giving the PCOB a purpose which is actionable and aligned to core principles of a Monitor, Audit, and Review Model of Oversight.

Transition to a Monitor, Audit, and Review Framework

Recommended Change

New ordinance sections lay a framework for a Monitor, Audit, and Review Model of Oversight with clear expectations and procedures.

- Clarifies Department monitoring of internal affairs, meetings, briefings, training, data systems, budget, etc.
- Audit process formalized with audit plans, department cooperation requirements, and structured reporting.
- Board review section establishes parameters for the Board's review authority and process.

Why

The current ordinance includes all of these authorities at a theoretical level but does not provide a framework for how each is to be conducted. New sections form the foundation of what “oversight” is expected of the Police Civilian Oversight Board and supporting Office staff.

Emphasis on Public Reporting and Oversight Outcomes

Recommended Change

A new section consolidates the Board's outcomes, including findings on internal affairs case review (four determination options), incident review outcomes, disciplinary policy recommendations, audit and policy outcomes, hearing process, a 30-day Department response requirement, follow-up review authority, and mandatory public reporting.

Why

The current ordinance does not clearly define the work product of the PCOB or supporting Office staff, and what was included was scattered among a variety of sections. This revision brings all expected outcomes from the PCOB under a single section and clarifies the format and process for each.

Workable Scope for Board Hearings

Recommended Change

Hearings remain authorized but are refocused. They may no longer be convened to adjudicate individual complaints or make findings of misconduct against specific Department officers or employees. Instead, hearings may examine policies, practices, patterns, audit findings, and systemic concerns. Participation is voluntary for department representatives.

Why

The hearing structure in the current ordinance presented an inherent conflict between confidentiality and public meeting requirements. It also represented a trial-based framework which was not actionable. This transition bolsters the value of hearings, makes them functional, and aligns them to the Monitor, Audit, and Review Model of Oversight while also removing existing conflicts.

Alignment of the Subpoena Authority

Recommended Change

Subpoena power is clarified as applying only to third-party (not under Department control) witnesses, third-party records, and department records. The authority to compel department employee attendance or statements is removed. This aligns with the broader Monitor, Audit, and Review Model of Oversight and represents a more realistic legal feasibility.

Why

The ability to subpoena Department officers or employees to attend hearings and provide statements in response to questions contained an inherent conflict with the guaranteed rights of officers and confidentiality provisions in Virginia Code, case law, and the local CPD Collective Bargaining Agreement. This authority could not be practically applied within the legal limits of the PCOB.

Barrier Removal: Independent Investigation Model

Recommended Change

The model of oversight contained in the ordinance is refined and focused to a Monitor, Audit, and Review Model of Oversight, rather than an investigation-dominant model. All references to the Board, Director, or Office conducting independent investigations of complaints, incidents, or employee conduct have been removed. This change flows through elements of the full ordinance.

Why

The Monitor, Audit, and Review Model of Oversight allows the PCOB to prioritize its time and resources on achievable outcomes and removes the vast majority of existing barriers or conflicts which arise from the independent investigation component, which include: (1) no framework to compel officer testimony; (2) resource and staffing limitations; (3) investigation procedures required by Virginia Code, CPD General Orders, and the CPD Collective Bargaining Agreement; (4) lack of a relevant binding disciplinary authority negating the purpose of an independent investigation.

Barrier Removal: Case Disciplinary Recommendations

Recommended Change

The authority to recommend specific disciplinary action against an identified employee of the Department at the conclusion of an investigation has been removed. In its place, the Board may issue recommendations regarding the Department's disciplinary policy and its consistent application by the Chief.

Why

Case-specific disciplinary recommendations are not feasible for two reasons: (1) the timeline of when a case is closed and when discipline is determined by the Chief is unrealistic for the Board to meet on such short notice (timeline set by policy); and (2) Sec. 29.8(G) of the CPD Collective Bargaining Agreement removes Board recommendations from any appeal or grievance proceeding. This limits the role of Board input, especially in high-profile cases, and creates a negative incentive for disciplinary appeals.

Clarifications to Board Membership

Recommended Change

Revisions provide clarification to Board membership and terms, including: (1) The mandated demographic composition requirements are removed with counsel from the City Attorney's Office; (2) Residency eligibility is clarified: voting members must reside in the City or Albemarle County with clarified priority to city residents. Includes an exception clause (VA residents) to address lack of applications; (3) A 30-day application window is added; (4) Terms are shortened from 3 years to 2 years, with up to 4 consecutive terms (aligns with City Code).

Why

These revisions resolve concerns related to the clarity of priority levels for appointments, address legal concerns, and provide shorter term lengths as a result of feedback from current and former Board members. The 30-day application window is added to address prior concerns of shortened application windows which did not provide time to advertise the Board seats effectively.

Consolidation of SOP and MOU

Recommended Change

Provisions currently found in a separate Standard Operating Procedure (for department records access, delivery, and format) and a separate Memorandum of Understanding (for real-time administrative interview monitoring) have been consolidated and codified directly into the revised ordinance.

Why

This revision creates a more robust framework to support the Monitor, Audit, and Review Model of Oversight beyond the current Chief of Police and Department culture, which provides broad access as a current practice. This revision prevents document sprawl of conditional agreements and offers sustainability to the new model.

Transformed Mediation and Alternative Resolution

Recommended Change

The former mediation and informal resolution subsections are replaced. The Office may now offer early resolution through information, education, or referral before formal investigation. If the department maintains a mediation or alternative dispute resolution program, the Office may inform complainants of its availability. Participation is voluntary, and the right to pursue a formal complaint is preserved.

Why

The existing mediation structure was not functional as it placed the authority in the PCOB without the ability to implement it due to budgetary and legal concerns. The new structure reflects current practice and allows for more flexibility with informal resolution which is practical and actionable.

Clarification of Commendation Process

Recommended Change

The former three brief subsections are replaced with a detailed framework: a stated purpose, five specific bases for commendation (de-escalation, community engagement, corrective action, critical incident performance, and other exemplary conduct), three information sources (public nominations, oversight activities, department data), and a verification and issuance process.

Why

The existing commendation framework was not robust enough to be objective, but was retained as a function of objectivity in the work of the PCOB as it relates to the Department. It also offers an actionable way to respond to positive community input regarding the Department and officers.

Addition of Definitions Section

Recommended Change

Moves existing ordinance definitions and references to this section, and adds new key concepts (authorized purpose, hearing, records, personal information, securely retained, etc.)

Why

Consolidates all defined terms and references into a single section, resolving the issue of sporadic definitions throughout the ordinance and merging any definitions from the PCOB's Standard Operating Procedure and Memorandum of Understanding. Provides a location for any future term clarification without disrupting other sections.

Next Steps

Following the Joint Work Session

- All Council feedback on proposed revisions will frame any further revisions necessary.
- Continued work with City Attorney's Office and Independent Counsel to finalize specific language in the proposed revision.
- Answers provided to any questions posed by Council or the public.
- Create and distribute community messaging regarding the transition to answer questions or concerns concisely.
- Present to City Council for first and second reading by July-August 2026.

PCOB Ordinance Revision Comparison Table

Updated May 1, 2026

Includes Appendices A–C with Detailed Reasoning on Core Model Revisions

Green rows = New sections or subsections | Pink rows = Struck or relocated sections | Blue rows = High impact sections

Original Section	New Section	New Title	Summary of Change	Reasoning
450	450	Title	No change.	N/A
(New Section)	451	Definitions	Add and consolidate defined terms: (a) authorized purpose, (b) closure letter, (c) complainant, (d) complaint, (e) hearing, (f) in writing, (g) personal information, (h) records, (i) references, (j) securely retained, and (k) serious abuse of authority or misconduct (relocated from former 453(c)).	Added for organization, clarity, and to consolidate definitions throughout the ordinance into a single location. Some definitions brought over from consolidation of the SOP and MOU. Definitions (b), (c), (d), and (j) are new to the ordinance.
451	452	Police civilian oversight board established	Section renumbered. Strike 'the board' and ' <i>within</i> ' → 'in'. Strike and replace 'by' → 'in'.	Reference to 'the board' moved to Sec. 2-451. Revision made for internal consistency.
452	453	Office of police civilian oversight established	Section renumbered. No other change.	N/A
452(a)	453(a)	Office established	Strike 'the office' and 'the department'. Capitalize "City Manager's Office". Strike and replace 'functions' → 'purpose'. Strike ' <i>within</i> ' → 'in'.	Reference to 'the office' and 'the department' moved to Sec 2-451. Revision made for internal consistency.
452(b)	453(b)	Director	Strike and replace 'will' → 'shall'.	Revision made for internal consistency.
452(b)(1)	453(b)(1)	Director — Appointment	No change.	N/A
452(b)(2)	453(b)(2)	Director — Interview process	Strike 'director'.	Revision made to improve grammar. Struck language implied by subsection (b) title.
452(c)	453(c)	Duties of the city manager	No change.	N/A
452(c)(1)	453(c)(1)	Duties of the city manager — Operating procedures	Strike and replace consultation clause to separate into its own sentence and expand application to both establishment and amendment of procedures, and to apply to both city council and city manager actions.	Revision made to improve clarity and grammar. Ensures the consultation obligation clearly applies to all scenarios.
452(c)(2-3)	453(c)(2-3)	Duties of the city manager — Supervision; Vacancy	No change.	N/A
452(d)	453(d)	Duties of the director	No change.	N/A

Original Section	New Section	New Title	Summary of Change	Reasoning
452(d)(1)	453(d)(1)	Duties of the director — Duties	No change.	N/A
452(d)(2)	453(d)(2)	Duties of the director — Director's authority to conduct audits	Add cross-reference 'as provided in Sec. 2-463 of this article, including'. Strike and replace 'powers and duties of the board ... in this' → '... purpose of the board' and 'will' → 'shall'.	Added cross-reference ties audit authority to new dedicated audit section. Revision made for internal consistency.
452(d)(3)	453(d)(3)	Duties of the director — Director's authority to engage in oversight activities on behalf of the board	Add cross-reference 'as provided in Sec. 2-462'. Strike and replace 'powers and duties of the board ... in this article' → '... purpose of the board' and 'lawful' → 'authorized'. Strike 'outlined ... § 2-454 of'.	Added cross-reference ties oversight authority to new dedicated monitoring section. Revision made for internal consistency. Removal of specific section reference replaced with general article reference.
453	454	Powers and duties of the police civilian oversight board	Section renumbered. No other change.	N/A
453(a)	454(a)	Purpose	Rewrite. Broad trust-based purpose replaced with community focused mission language: transparency, accountability, monitoring, audit, review, with issuance of public reports on recommendations and best practices.	Rewrite based on significant Board member discussion. The existing purpose statement is general, not focused on mission objectives for the Board, and emphasized an ideal outcome rather than actionable implementation of oversight. Moves community focus to the top.
453(b)	454(b)	Powers and duties	No change.	N/A
453(b)(1)	454(b)(1)	Powers and duties (receive complaints)	Strike ', investigate and issue findings on'. Add refer-and-monitor model language.	[See Appendix A for more detailed reasoning] Revision made to remove independent investigation model language and add monitoring model component. Independent investigations are not feasible for a range of reasons, including: (1) no ability to compel officer testimony; (2) resource and staffing constraints; (3) procedures of investigations defined in VA Code, CPD General Orders, and the CPD Collective Bargaining Agreement; (4) lack of a relevant binding outcome making an independent investigation ineffective as an oversight tool.
453(b)(2)	454(b)(2)	Powers and duties (review and issue findings on incidents)	Strike and replace 'investigate' → 'review' and 'section' → 'article'. Add 'department'.	Revision made to remove independent investigation model language and add review model component.
453(b)(3)	— (Struck)	Powers and duties (recommend disciplinary action)	Strike entirely. Replace with new Sec. 2-466(d) outcome-based disciplinary application assessment and policy recommendations.	[See Appendix B for more detailed reasoning] Strike made to remove specific disciplinary recommendations regarding the misconduct of a Department employee, which is not viable for reasons detailed in struck section 2-463 below.

Original Section	New Section	New Title	Summary of Change	Reasoning
453(b)(4)	454(b)(3)	Powers and duties (review policies, practices, procedures)	Subsection renumbered. Strike and replace 'investigate' → 'review'. Add ','.	Revision made to align language to review model component. Added ',' for internal consistency of grammar.
453(b)(5)	454(b)(4)	Powers and duties (review department investigations)	Subsection renumbered. No change.	N/A
453(b)(6)	454(b)(5)	Powers and duties (review annual expenditure reports)	Strike and replace 'request' → 'review'.	Revision made to align language to review model component.
453(b)(7)	454(b)(6)	Powers and duties (make public reports)	Strike and replace 'investigations' → 'reviews'.	Revision made to align language to review model component.
453(b)(8)	454(b)(7)	Powers and duties (hold hearings and subpoena authority)	Add 'with the exception of employees of the department' re: compelled attendance. Add 'records or' in two instances.	[See Appendix C for more detailed reasoning] Addition made to align language to review model component and clarify subpoenas. Using the subpoena power to compel testimony or statements from department employees is not viable for two reasons: (1) inherent conflict between the Board's ability to compel Department employees and the Board's ability to adhere to and provide protections guaranteed to law enforcement personnel under CPD General Orders, the CPD Collective Bargaining Agreement, and VA Code; (2) under a review model, this function would be generally irrelevant as disciplinary action would have already been taken, if any.
453(b)(9)	454(b)(8)	Powers and duties (undertake other duties)	Strike 'for'. Add clause authorizing delegation of admin support, monitoring, auditing to the office.	Revision made to clarify the role of the Office and Director to act on the Board's behalf to conduct monitoring, auditing, and other oversight functions authorized by the Board's powers and duties. Specifies the Office's authority as a support and advise function for the Board.
453(c)	— (Relocated)	Definition of serious abuse of authority or misconduct	Strike entirely. Relocate to new Sec. 2-451(k).	Strike and relocate made to consolidate internal definitions.
455	455	Board membership, appointment, and terms	Add ','.	Addition made for internal consistency of grammar.
455(a)	455(a)	Objectivity	Rewrite. Reframed as appointment directive to council.	Rewrite made to convert non-operative statement of importance into an operative appointment standard, tying objectivity directly to the council's selection duty under this

Original Section	New Section	New Title	Summary of Change	Reasoning
				section. Also aligns to internal consistency of grammar.
455(b)	455(b)	Appointment process	Add 'city' and 'the city'. Add 30-day minimum application window. Strike and revise 'will' → 'shall' and 'and' → 'or'. Strike 'fair-minded and objective'.	Additions and revision made for internal consistency. Added the thirty-day application window as a response to prior inconsistencies. In summer 2025, an application window for PCOB appointments, from the time of public notice to the time of application closure, was less than two weeks. Strike made to fair and objective language as redundant to (a). The 'and' to 'or' revision is intended to clarify an applicant does not need all listed experience.
455(c)	455(c)	Board composition	Strike 'as'. Add language of conduct and board's operating procedures.	Strike made for internal consistency of grammar. Addition made to clarify where the code of ethics resides and shifts removal-for-cause framing from exhaustive ('as specified in') to illustrative ('including conduct specified in'), consistent with the existing catch-all 'other good cause' provision.
455(c)(1)	— (Struck)	Board composition (public housing or disadvantaged community seats)	Strike entirely.	Strike made for legal concern of limiting criteria.
455(c)(2)	— (Struck)	Board composition (racial or social justice seat)	Strike entirely.	Strike made for legal concern of limiting criteria.
455(c)(3)	455(c)(2)	Board composition (non-voting member with policing expertise)	Subsection renumbered. Moved from (3) to (2). No change.	N/A
455(c)(4)	455(c)(1)	Board composition (residency or employment requirement)	Subsection renumbered. Moved to (1). Rewrite: City or Albemarle County resident priority; Albemarle must be employed in or tied to city. Priority first given to city residents. Add exception for VA residents if insufficient eligible applicants after public application process.	Rewrite based on significant Board member discussion. Rewrite made to clarify priority of member appointment. Resolves a concern about priority level but ultimately does not change the impact on eligibility.
455(c)(5)	455(c)(3)	Board composition (disqualifying affiliations)	Moved from (5) to (3). Minor edits: 'council' changed to 'the city council' (2 instances); 'will' changed to 'shall.'	Grammatical and terminology consistency.
455(d)	455(d)	Terms	Revised. 3-year terms → 2-year terms. Transition clause for current members. Prospective application of composition requirements, term length, and term limit.	Term lengths have often been cited by Board members as too long. Decreases length and increases number of terms possible (4). Does not affect current member term.
455(e)	455(e)	Conflicts of interest	No change.	N/A
456	456	Meetings	No change to entire section.	N/A

Original Section	New Section	New Title	Summary of Change	Reasoning
457	457	Board legal counsel	Strike and replace investigation-oriented language ('cases, hearings, controversies') with framing that describes the board's oversight powers and duties. Also simplifies the conflict-of-interest exception.	Revision made to reframe counsel's role around the board's oversight powers and duties, retaining a catchall for other matters involving the board's interests. The closing exception is clarified.
454	458	Information access and limitations	Section renumbered. No other change.	N/A
454(a)	458(a)	Access to department information	Rewrite. Strike SOP mandate and replace with SOP language in ordinance throughout section (see below). Add 'subject to narrow limitations' framing; 'authorized powers and responsibilities' → 'authorized purpose.' Clarify confidentiality provisions found in 'this article' and 'operating procedures.'	Rewrite and revision made to remove language related to the establishment of a Standard Operating Procedure (SOP) governing access to Department information as the language of the SOP has been consolidated into the ordinance itself. Additional revisions made for internal consistency.
(New)	458(b)	Records to be routinely provided	Add from SOP. Department must provide four record types to Director within 5 days: contact letter, closure letter, 4 th Amendment Auditor report, monthly IA report.	Additions made to consolidate existing SOP with the Department into ordinance. Defines how information access is provided, allowing for the agreement to become solidified into city code, rather than an extension of it. Creates a more robust framework to support the monitor, audit, review model of oversight beyond the current Chief of Police and Department culture, which provides broad access as a current practice.
(New)	458(c)	Requests for department records	Add from SOP and new language to support monitor, audit, review model. Formal written notification process for IA reviews, policy reviews, and audits.	
(New)	458(d)	Delivery of records	Add from SOP. Include 5-day delivery; alternative timelines by agreement; vacancy provisions; dept. liaison.	
(New)	458(e)	Format of department records	Add from SOP and new language to support monitor, audit, review model. BWC and dashcam access rules; originals or exact copies; secure retention, return, destruction.	
454(b)	458(f)	Dept. info. to which the board may not have access	Subsection renumbered. Strike (b)(1) juvenile records. Revise capitalization in (f)(2) to 'Commonwealth's Attorney'. Strike in (f)(4): '(1) through (C)(6)'. Strike in (f)(5) 'police'.	Strike to (f)(1) made to align with HB1476 signed by the Governor on April 13, 2026 which now allows oversight boards like the PCOB to obtain access to juvenile records as needed for its authorized purpose. Strike in (f)(4) to align with current VA Code. Revise and strike in (f)(2) and (f)(5) for internal consistency and grammar.
454(c)	458(g)	Disputes over access	Subsection renumbered. Strike 'pursuant to section 2-459'. Add director-chief consultation, city manager informal hearing, 3-day written ruling.	Addition provides process clarity from the SOP to situations in which there is a dispute over access to Department information.
454(d)	458(h)	Confidentiality	Subsection renumbered. Adds 'personal information' to scope. Subpoints unchanged. Closing paragraph strike and revise 'relevant board procedures' → 'this article.'	Add and revision made to clarify FOIA limitation and for internal consistency.

Original Section	New Section	New Title	Summary of Change	Reasoning
(New)	458(i)	Protocols to prevent improper dissemination	Add from SOP. Four-part: unauthorized use prohibition; security measures; limited exceptions (prior disclosure, employee consent); anonymization.	Additions made to consolidate existing SOP with the Department into ordinance.
454(e)	458(j)	Records to remain department records	Subsection renumbered. Strike 'of police'; 'the' → 'department'; 'standard'. Add from SOP the FOIA response provision requiring exemption claims.	Revision made for internal consistency. Additions made to consolidate existing SOP with the Department into ordinance.
458	459	Exclusions, limitations, and suspension	Section renumbered. Strike 'Investigation e'.	Revision made to align to monitor, audit, review model of oversight.
458(a)	459(a)	Compliance	Strike and revise of investigation language and replace with general oversight language. Strike and revise article and operating procedures reference.	Revision made to align to monitor, audit, review model of oversight and for internal consistency.
458(b)	459(b)	Compelled statements	Strike ', other than by means of its subpoena powers'.	[See Appendix C for more detailed reasoning] Strike made to remove the subpoena power specifically for compelling officer testimony, which was an existing contradiction in the hearings section. Officer testimony cannot be compelled for many of the same reasons independent investigations are not feasible. Primarily, however, neither the Board nor Office can extend civil and criminal liability protections guaranteed to officers when giving a compelled statement afforded to them as part of administrative investigations.
458(c)	459(c)	Exclusions	Subsections renumbered. Strike (c)(2) 75-day bar and (c)(6) prior investigation bar. Add potential violations not listed in policy as stated in CPD GO.320.7.	Revision made to align to monitor, audit, review model of oversight. Modified the limitation of violations of policy to adopt CPD language, which could include other violations not listed.
458(d)	459(d)	Exceptions to time limits	Strike reference to (c)(2). Add 'and incidents' after 'investigations.' Revise audit reference from 'subsection 2-452(d)' to 'Sec. 2-463'.	Revision made to address item no longer relevant as original reference language was also struck above. Addition of 'incidents' aligns with review model scope. Audit cross-reference updated to new dedicated section.
458(e)	459(e)	Suspension of oversight activity	Strike 'investigations' → 'powers and duties' or 'oversight activity.' Add 'director.' Strike subpoints (1)–(2) and consolidated into single provision.	Revision made to align to monitor, audit, review model of oversight.
459	460	Subpoenas	Section renumbered. No other change.	N/A
459(a)	460(a)	Application for subpoenas	Add 'to a public hearing held in accordance with Sec. 2-466(f) of this article'. Revise 'other evidence' → 'other records or evidence.'	Revision made to tie subpoena authority for witness attendance to the new hearing framework. 'Records or evidence' aligns terminology throughout the ordinance.

Original Section	New Section	New Title	Summary of Change	Reasoning
459(b)	460(b)	Requests for access	Add language that subpoena power cannot compel Department employee attendance or statements. Strike 'witness' references.	[See Appendix C for more detailed reasoning] Revision made to clarify the subpoena power to eliminate compelling officer testimony detailed above and in the appendix.
459(c)	460(c)	Scope of subpoenas	Strike 'witnesses' references. Revised 'other evidence' → 'other records or evidence.'	Revision made to align subpoena scope to model consistency above; witness compulsion addressed separately in 460(a) and limited to non-department witnesses at public hearings.
459(d)	460(d)	Retention of subpoena records	Rewrite. Strike original provisions for digital recording of interviews and depositions, delegation of subpoena authority to director, and non-public forum requirements. Add streamlined provision: if subpoena compels production of records, the board shall make and share copies with the department.	Revision made to resolve original language tied to independent investigation model and compelled testimony framework. Now aligns with review model where subpoena authority is focused on records production.
(New Section)	460(e)	Conduct of compelled attendance by witnesses	Add three provisions for subpoenaed witness attendance at public hearings: (1) subpoena must include statement that testimony is under oath and witness has right to attorney; (2) failure to comply subjects witness to contempt; witness may petition to quash; (3) board may petition Circuit Court for enforcement.	Addition made to establish procedural safeguards and enforcement mechanisms for the board's subpoena authority over non-department witnesses at public hearings.
(New Section)	461	Intake and referrals	Add comprehensive intake process with six categories: (1) complaint referral with monitoring and complainant updates; (2) review requests of concluded IA investigations; (3) non-department/other jurisdiction referrals; (4) inquiry, recommendation, and comment responses; (5) compliment and commendation routing; (6) out-of-scope referrals.	Addition made to clarify the role of the Office regarding the intake and referral of complaints or other submissions both within and outside of the Board's jurisdiction and authority.
460	462	Conduct of department monitoring	Section renumbered. Strike 'investigations' → 'department monitoring'.	Revision made to align to monitor, audit, review model of oversight.
460(a)	462(a)	Referral of complaints	Retitle. Strike redundant case closure letter sentence. Strike and revise 'will' → 'shall'.	Revision made to align to monitor, audit, review model of oversight. Strike of second sentence due to redundancy with other content in the ordinance. Revision made for internal consistency.
460(b)	462(b)	Monitoring of investigations and incidents	Retitle. Add 'and incidents'. Monitoring items broken into (1)–(6). Strike Director feedback provisions. Strike and revise 'section' → 'article' and 'board, any board member'.	Revision made due to model application consistency and legal conflict of compelling testimony. The role of feedback is altered to a retrospective action addressed later but removed in this context because internal affairs cannot act as an agent of the PCOB or Office during the investigation itself. The ability to provide feedback is retained at a later step in the review process and no longer resides in the monitoring phase. Revision to last line because

Original Section	New Section	New Title	Summary of Change	Reasoning
				it is inconsistent with the authorized role of the Board.
(New)	462(c)	Observation of internal affairs interviews	Add from consolidated MOU. 5-part: IA notification; 24-hr notice; director notice of intent; observation logistics; post-interview feedback (non-binding).	Addition made to consolidate language from the Memorandum of Understanding (MOU) which was an offshoot policy derived from the SOP. This provides a more robust and clearer ordinance and removes the need for secondary and tertiary policies.
460(c)	— (Struck)	Investigative reports	Strike entirely.	Revision made to align to monitor, audit, review model of oversight.
(New)	462(d)	General oversight of department operations	Add director observation of meetings, briefings, UoF panels, hiring, training, data, policies. Add notice requirements, observational/advisory limits, and dispute resolution.	Revision made to clarify aspects of the monitoring role of the PCOB Office and Director, which had already been implied in the ordinance when the Director acts on behalf of the Board, but creates more robust language defining the scope of that authority.
460(d)	— (Struck)	Conduct of incident investigations	Strike entirely.	Revision made to align to monitor, audit, review model of oversight.
460(e)	— (Struck)	Duration of investigations	Strike entirely.	Revision made to align to monitor, audit, review model of oversight.
(New Section)	463	Conduct of department audits	Add (a) purpose/scope; (b) initiation; (c) audit plan; (d) dept. cooperation; (e) audit report with 4 required elements.	Addition made to clarify aspects of the auditing role of the PCOB Office and Director, which had already been implied in the ordinance when the Director acts on behalf of the Board, but create more robust language defining the scope of that authority.
(New Section)	464	Conduct of board reviews	Add (a) purpose; (b) matters subject to review; (c) information provided to the board; (d) evaluation and deliberation; (e) standard of review; (f) department participation; (g) public participation; (h) procedures.	Addition made to clarify the review authority of the Board. The existing ordinance lacked a formal delineation of the board's review authority and how it is conducted at a broad level. With emphasis on a review model, this newly added section is critical to define the scope, authority, and conduct of a board review.
461	— (Struck)	Matters on which the board may conduct hearings	Strike entirely. Hearing authority reconceived in new Sec. 2-466(f).	Strike made to consolidate remaining aspects of hearings to newly created Sec. 2-466. See below for further details to amended content.
464	— (Struck)	Board review of policies, practices, procedures	Strike entirely. Review authority reconceived in new Sec. 2-464. Conduct of board reviews.	Strike made to remove redundant and unnecessary language; replaced under newly created sections detailing the conduct of review and reporting.

Original Section	New Section	New Title	Summary of Change	Reasoning
465	465	Annual review of police budget and expenditures	Revise title only: 'Request annual reports' → 'Annual review of police budget and expenditures.' No content change.	Aligns title to review model language.
(New Section)	466	Findings, determinations, recommendations, and public reporting	Add to replace aspects of old Secs. 2-461 & 2-463. Eleven subsections: (a) outcomes framework; (b) internal affairs outcomes; (c) incident outcomes; (d) disciplinary policy outcomes; (e) audit and policy outcomes; (f) hearings; (g) department response; (h) follow-up monitoring; (i) public reporting; (j) annual report; (k) legislative recommendations.	Addition made to clarify the outcomes and public reporting of the Board and Office. The existing ordinance lacked a formal delineation of the outcomes available to the board and the reporting of such outcomes to various stakeholders. This section is added to consolidate existing language which contains this content and add a more robust framework to it for clarity of the Board's role in making findings, determinations, and recommendations. Also clarifies public reporting authority.
462	467	Alternative resolution	Section renumbered. No other changes.	N/A
462(a)	467(a)	Informal resolution	Rewrite. New early resolution: info, education, referral before formal investigation. Right to formal complaint preserved.	Rewrite made to replace existing content to allow for more realistic options for alternative resolution and moved voluntary mediation to next section.
462(b)	467(b)	Mediation and alternative dispute resolution	Rewrite. Limited to informing complainant of dept. programs. Voluntary. Non-participation protections.	Rewrite made to resolve conflict that mediation cannot be compelled by the Board, but rather an offering of CPD, if available, to which the Board or Director can refer a complainant. The Board can recommend and advocate for such a program but not compel it. Aligns language to this scope of authority.
463	— (Struck)	Disciplinary recommendations	Strike entirely. Replaced by new Sec. 2-466(d).	[See Appendix B for more detailed reasoning] Strike made to resolve existing conflict. Case-specific disciplinary recommendations are not feasible for two reasons: (1) timeline of when a case is closed and when discipline is determined by the Chief is unrealistic for the Board to meet on such short notice (by CPD policy and collective bargaining); and (2) Sec. 29.8(G) of the CPD Collective Bargaining Agreement removes Board recommendations from any appeal or grievance proceeding, limiting the role of Board input, especially in high-profile cases, and creating an appeal incentive. The replacement for this is instead focused on: (1) the application of discipline by the Chief; and (2) the Disciplinary Matrix within CPD General Orders. This has been moved to the newly created public reporting section.

Original Section	New Section	New Title	Summary of Change	Reasoning
466	468	Community engagement	Section renumbered. Title change: Strike 'legislative recommendations and reporting' and strike section (b) 'Legislative recommendations' → 2-466(k); strike (c) 'Reporting' → Sec. 2-466(j).	Revision and strike made to consolidate all reporting to one section, including annual reporting previously in this section and legislative recommendations as a product of the Board to Sec. 2-466.
467	469	Board member training	Section renumbered. No other change.	N/A
467(a)	469(a)	NACOLE training	Strike ','.	Strike made for grammatical accuracy.
467(b)	469(b)	City and department training	Strike and revise title 'City and CPD training' → 'City and department training.' Rewrite subsection (b)(2) 'Explaining police department procedures, policies, and regulations' changed to 'Explaining department policies, practices, and procedures.' Add comma.	Revision made to align terminology: 'CPD' replaced with 'department' for consistency; 'regulations' replaced with 'procedures' to match ordinance terminology throughout. 'Practices' added.
467(c)	469(c)	Additional training	No change.	N/A
468	470	Commendations for exceptional community service	Section renumbered. Rewrite all subsections: (a) purpose; (b) 5 bases for commendation; (c) 3 info sources; (d) verification/issuance procedures.	Rewrite made to clarify what constitutes a commendation and how the Board is to arrive at that conclusion.
469–2-479	471–2-479	Reserved	Renumbered.	N/A

Appendix A: Independent Investigations

Overview

The existing ordinance authorizes the Board to “receive, investigate, and issue findings on complaints” and to “investigate and issue findings on incidents.” The revised ordinance replaces this independent investigation authority with a receive-and-refer model in which complaints are routed to the Charlottesville Police Department (CPD) for internal affairs investigation, with concurrent monitoring by the Office of Police Civilian Oversight. The Board retains the authority to review completed investigations and to issue findings regarding their accuracy, completeness, and impartiality. This appendix sets forth the legal, operational, and structural reasons for this change.

1. Inability to Compel Officer Testimony

The most fundamental barrier to independent investigations is the Board’s inability to compel statements from officers of the Department. Under the current ordinance, Section 2-458(b) (renumbered 2-459(b)) expressly states that the Board may not compel a statement from any department employee. The revised ordinance strengthens this limitation by removing the prior qualifier “other than by means of its subpoena powers,” which created an internal contradiction with the practical and legal constraints on subpoena authority discussed in Appendix C.

Without compelled testimony, any independent investigation conducted by the Board would be structurally incomplete. Officers are under no obligation to participate voluntarily, and the practical likelihood of voluntary cooperation is low given the protections afforded to officers under both the Charlottesville Police Department Collective Bargaining Agreement and the Law-Enforcement Officers Procedural Guarantee Act (Virginia Code §§ 9.1-500 et seq.). An investigation that cannot obtain statements from the officers whose conduct is at issue cannot produce findings sufficient to support disciplinary action or to provide meaningful accountability.

2. Conflict with Existing Investigative Frameworks

Administrative investigations of law enforcement officer conduct are governed by multiple overlapping frameworks that define the scope, process, and protections applicable to such investigations. These include:

Virginia Code §§ 9.1-500 through 9.1-507 (Law-Enforcement Officers Procedural Guarantee Act): This chapter establishes procedural requirements for investigations that could lead to dismissal, demotion, suspension, or transfer for punitive reasons. Section 9.1-501 requires that questioning occur at a reasonable time and place, that the officer be informed of the investigating officer's identity and the nature of the investigation, and prescribes procedures for specimen collection. Section 9.1-502 requires written notice of charges and an opportunity to respond before any adverse action may be imposed. While there is an exception for law-enforcement oversight boards in Section 9.1-507(B), due to the obligations of Article Four of the CPD Collective Bargaining Agreement, independent investigation by the Board would need to comply with these procedural requirements to produce findings actionable for discipline, but the Board lacks the institutional framework to do so and lacks binding disciplinary authority.

Garrity v. New Jersey, 385 U.S. 493 (1967): Under *Garrity*, statements compelled from public employees during administrative investigations cannot be used against them in criminal proceedings. The Department's internal affairs process is structured to provide these protections as part of its administrative investigation framework. The Board has no authority to extend *Garrity* protections, meaning that any statement an officer provides to the Board, even if obtained through subpoena, could lack the evidentiary protections that would otherwise apply in an internal affairs investigation, creating both legal risk for the officer and procedural vulnerability for any resulting disciplinary action.

CPD General Orders and Collective Bargaining Agreement: The CPD's internal affairs procedures, codified in its General Orders, define the investigative process for complaints of officer misconduct. The Collective Bargaining Agreement further defines the procedural rights of officers during investigations and the disciplinary process. An independent investigation by the Board would operate outside both of these frameworks, and its findings would lack standing in any subsequent disciplinary or grievance proceeding.

3. Resource and Structural Constraints

The Board is a volunteer body that meets on a periodic basis. The existing ordinance required investigations to be completed within seventy-five days of receipt of a complaint or notice of an incident. Conducting a thorough administrative investigation within this timeline requires full-time investigative staff, access to forensic and evidentiary resources, and the capacity to schedule and conduct witness interviews on short notice. The Office of Police Civilian Oversight, while providing professional staff support to the Board, is not resourced or structured to serve as an independent investigative agency. Directing limited staff resources toward duplicative investigations that cannot produce binding outcomes diverts those resources from monitoring, auditing, and review functions that can produce systemic improvements.

4. Absence of a Binding Outcome

Even if the Board could overcome the testimony, procedural, and resource barriers described above, the findings of an independent investigation would remain advisory. Virginia Code § 9.1-601(C)(3) authorizes civilian oversight bodies to make "binding disciplinary determinations" only "concordant with any investigation conducted" and "after consultation with such officer's or employee's direct supervisor or commander." While the statute authorizes this possibility, the operational and legal constraints specific to Charlottesville, including the Collective Bargaining Agreement and the exclusive disciplinary authority of the Chief of Police, make binding determinations impracticable in practice. Section 29.8(G) of the Collective Bargaining Agreement excludes Board findings and recommendations from any grievance or dispute proceeding, further severing independent investigation findings from the disciplinary process.

5. The Review Model as a More Effective Alternative

The revised ordinance replaces independent investigations with a structured review model that leverages the Board's institutional strengths: the ability to evaluate completed investigations for thoroughness, accuracy, and impartiality; the authority to conduct audits of patterns in complaints, use of force, and other police-community interactions; and the capacity to issue public findings and recommendations that address systemic issues rather than

individual case outcomes. This model is consistent with the approach taken by several Virginia comparator jurisdictions, including Fairfax County, whose Police Civilian Review Panel reviews completed internal administrative investigations rather than conducting independent ones.

Appendix B: Disciplinary Recommendations

Overview

The existing ordinance, at Section 2-463, authorized the Board to make case-specific disciplinary recommendations regarding individual department employees following a finding of misconduct. The revised ordinance strikes this section and replaces it with a disciplinary policy outcome framework in new Section 2-466(d), which authorizes the Board to issue recommendations regarding the application of discipline by the Chief of Police and the adequacy of the Department's Disciplinary Matrix within its General Orders. This appendix sets forth the reasons for this shift from case-specific to policy-level disciplinary recommendations.

1. Exclusive Disciplinary Authority of the Chief of Police

Under Virginia law and the City of Charlottesville's municipal structure, the Chief of Police holds exclusive authority to impose discipline on department employees. Virginia Code § 15.2-1722 charges the chief of police with maintaining records related to law enforcement activity, and the Chief's disciplinary authority derives from the broader delegation of police management authority under the city's charter and municipal code. The Board's recommendations are, by their nature, advisory. The existing ordinance acknowledged this reality at Section 2-463(b), which required the Chief to provide a written explanation if declining to implement the Board's disciplinary recommendations. However, the advisory nature of these recommendations means that the process of formulating case-specific recommendations consumes significant Board time and resources for outcomes that the Chief may decline to implement without further recourse.

2. Collective Bargaining Agreement Limitations

The CPD operates under a Collective Bargaining Agreement (CBA) with its officers. Section 29.8(G) of the CBA explicitly excludes Board findings and recommendations from any appeal or grievance proceeding. This provision has two significant consequences for case-specific disciplinary recommendations:

First, it eliminates any practical weight the Board's recommendations might carry in the disciplinary process. If an officer grieves a disciplinary action, the Board's recommendation that discipline be imposed cannot be cited, referenced, or relied upon in the grievance proceeding. This creates a structural asymmetry: the Board's recommendation may prompt the Chief to impose discipline, but the recommendation itself is inadmissible in any subsequent challenge to that discipline.

Second, the exclusion creates a perverse incentive in high-profile cases. Where the Board has publicly recommended discipline, an officer may be more likely to grieve the resulting disciplinary action precisely because the Board's recommendation, which may have generated public pressure for discipline, cannot be introduced in the grievance proceeding, potentially weakening the Department's position.

3. Timeline and Operational Infeasibility

Under CPD General Orders and the Collective Bargaining Agreement, the disciplinary process operates on defined timelines following the completion of an internal affairs investigation. The Chief must make a disciplinary determination within a prescribed window from the time the complaint was received and an investigation started. The Board, as a volunteer body that meets periodically, cannot reliably convene, review an investigative file, deliberate, and issue a case-specific recommendation within the operational timelines required by the Department's disciplinary process. The existing ordinance's requirement that the Board provide notice to the subject employee and offer an opportunity to be heard prior to deliberation further extends the timeline.

In practice, this means the Board's recommendation would frequently arrive after the Chief has already made a disciplinary determination, rendering the recommendation moot.

4. Confidentiality Constraints on Public Accountability

Case-specific disciplinary recommendations necessarily involve identifiable employee personnel matters. Virginia Code §§ 2.2-3705.1 and 2.2-3711(A)(1) provide exemptions from public disclosure for personnel records and authorize closed sessions for discussion of specific employees' performance, but there is legal ambiguity as to whether the Board can claim this exemption without having authority over personnel decisions for Department employees. While the existing ordinance required the Board to protect personnel information against public disclosure, this requirement is in tension with the Board's core transparency function. A case-specific disciplinary recommendation that must be discussed in closed session, if allowed by law, and reported in a manner that protects employee identity provides limited public accountability value compared to a policy-level recommendation that can be fully discussed, deliberated, and reported in public.

5. The Policy-Level Alternative

The revised ordinance's approach in new Section 2-466(d) refocuses disciplinary recommendations at the policy level. Rather than recommending specific discipline for individual officers, the Board may evaluate whether discipline imposed by the Chief in a given case was consistent with the Department's Disciplinary Matrix and General Orders, and may issue recommendations regarding the adequacy and consistency of the Disciplinary Matrix itself. This approach offers several advantages:

It applies across the Department rather than to a single case, producing systemic accountability improvements. It can be conducted and reported publicly without the confidentiality constraints that attend individual personnel matters. It does not depend on meeting the compressed timelines of the case-specific disciplinary process. And its recommendations address the standards and policies that govern all future disciplinary decisions, rather than a single past decision that may already be the subject of grievance proceedings from which the Board's input is excluded.

This approach is consistent with the direction taken by comparator jurisdictions. Fairfax County's Police Civilian Review Panel does not make case-specific disciplinary recommendations; it reviews completed investigations and recommends policy changes. Arlington County's ordinance conditions disciplinary recommendations on legislative change empowering the Board to meet in closed session to discuss investigative and personnel records (Arlington County Code § 69-9(c)(vii)), effectively deferring this function pending future enabling authority provided by amended Virginia Code.

Appendix C: Subpoenas

Overview

The existing ordinance grants the Board subpoena authority pursuant to Virginia Code § 9.1-601(D), which authorizes civilian oversight bodies to apply to the circuit court for subpoenas compelling the attendance of witnesses and the production of documents after making a good faith effort to obtain voluntary cooperation. The revised ordinance retains this subpoena authority but narrows its application to exclude the compelled attendance or testimony of employees of the Department. This appendix sets forth the reasons for this limitation.

1. Conflict with Officer Procedural Protections

Using the subpoena power to compel testimony from department employees creates an inherent conflict with the procedural protections guaranteed to law enforcement officers under multiple overlapping legal frameworks:

Law-Enforcement Officers Procedural Guarantee Act (Virginia Code §§ 9.1-500 et seq.): The Act establishes specific procedural requirements for investigations of officer conduct that may lead to adverse employment actions. Section 9.1-501 prescribes the conditions under which an officer may be

questioned, including requirements regarding the time, place, and manner of questioning, and the officer's right to be informed of the investigating officer's identity and the nature of the investigation. Section 9.1-502 requires written notice of charges and an opportunity to respond before any discipline may be imposed. A Board subpoena compelling officer testimony operates outside this procedural framework. Officer statements obtained through Board subpoena, rather than through the Department's internal affairs process, would not carry the procedural protections that the Act requires for statements to be used in disciplinary proceedings.

Garrity v. New Jersey, 385 U.S. 493 (1967): As discussed in Appendix A, the *Garrity* doctrine protects public employees from the use of compelled administrative statements in criminal proceedings. The Department's internal affairs process is structured to provide these protections. The Board lacks the institutional authority to extend *Garrity* protections to officers compelled to testify before it. An officer subpoenaed by the Board faces a dilemma: testimony given under subpoena may not carry *Garrity* protection, potentially exposing the officer to criminal liability based on compelled statements. This creates both a legal risk for the officer and a due process vulnerability that could undermine any subsequent disciplinary or legal proceeding.

CPD Collective Bargaining Agreement: The Collective Bargaining Agreement defines the procedural rights of officers during administrative investigations, including the right to representation, advance notice requirements, and limitations on the scope and manner of questioning. Board subpoenas directed at department employees would operate outside the CBA framework, creating a parallel process that does not afford officers the contractual protections negotiated through collective bargaining, which includes a provision in Article Four guaranteeing adherence to the forementioned Law-Enforcement Officers Procedural Guarantee Act, regardless of the exception for oversight bodies which exists in the Act.

2. Functional Irrelevance Under a Review Model

Under the revised ordinance's review model, the Board's primary function with respect to individual complaints and incidents is to review completed internal affairs investigations for accuracy, completeness, and impartiality. By the time a matter reaches the Board for review, the Department's investigation has concluded and disciplinary action, if any, has been determined by the Chief of Police. In this posture, compelling officer testimony serves limited purpose: the relevant officer statements have already been obtained through the internal affairs process under appropriate procedural protections, and those statements are available to the Board as part of the investigative file, subject to the confidentiality provisions of the ordinance.

The Board's subpoena authority remains available for its intended and effective purpose: compelling the attendance of non-department witnesses and the production of documents from third parties that the Board is unable to obtain voluntarily. This may include testimony or records from community members, businesses, or other entities relevant to the Board's review of systemic policing issues, policy evaluations, or audits. The Board's subpoena authority to obtain Department records in its possession also remains, but is a final and secondary step which can only be engaged after an initial dispute resolution process administered and determined by the Charlottesville City Manager.

3. Existing Internal Contradiction in the Ordinance

The existing ordinance contained an internal inconsistency regarding compelled officer statements. Section 2-458(b) (now renumbered 2-459(b)) stated that the Board "may not compel a statement from any department employee, other than by means of its subpoena powers." Simultaneously, the subpoena provision at Section 2-459 (now 2-460) authorized the Board to seek subpoenas for "the attendance of such witness or the production of such books, papers, and other evidence." Read together, these provisions created ambiguity about whether the Board could, in fact, compel officer testimony through subpoena, despite the express prohibition on compelled statements.

The revised ordinance resolves this contradiction by removing the subpoena qualifier from the compelled statements provision (Section 2-459(b) now states that the Board may not compel a statement from any department employee, without exception) and by adding an express exclusion in the subpoena and hearings provisions clarifying that the subpoena power and compelled attendance authority do not extend to employees of the Department.

4. Comparator Jurisdiction Approaches

The limitation on compelling officer testimony is consistent with the approach taken by comparable Virginia jurisdictions. Fairfax County's Police Civilian Review Panel bylaws expressly provide that the Panel "shall not take testimony or receive evidence" at review meetings (Fairfax County PCR Bylaws, Article VI.F.1.(e)), relying instead on completed investigative files and presentations by department representatives.

A common recognition exists among Virginia civilian oversight bodies that compelling officer testimony raises legal and procedural complications that are best addressed through the existing internal affairs framework, with the civilian oversight body's role focused on monitoring, reviewing, and evaluating the adequacy of that framework and its outcomes.

Policy Briefing Summary

City Council



Regarding:	Home Stay/Short-Term Rentals Report
Staff Contact(s):	Missy Creasy, Deputy Director of NDS, Kellie Brown, Director of NDS
Presenter:	Missy Creasy, Deputy Director of NDS
Date of Proposed Action:	May 18, 2026

Issue

City Staff will update City Council on its study of Home Stay/Short Term Rentals, with recommendations.

Background / Rule

City Staff conducted a comprehensive study of its Home Stay/Short-Term Rental ("STR") regulations to evaluate how these uses impact housing availability, neighborhood qualities, and community safety. This effort included a review of existing policies, public input, and best practices from other communities. The goal is to determine what changes, if any, should be made to better align Home Stay/STR regulations with City priorities, including maintaining and increasing housing supply.

Analysis

The presentation will outline this project, providing highlights of the information gathered and provide City Staff recommendations for next steps.

Financial Impact

None.

Recommendation

City Staff recommends maintaining the current Home Stay/STR Ordinance at this time, without amendments. Work will continue to strengthen monitoring of Home Stay/STR compliance, permitting requirements, and education about Homestay requirements. City Staff will also continue monitoring impacts of the recent Virginia State Code provisions requiring allowance for renter Home Stays throughout Virginia.

Recommended Motion (if Applicable)

Not applicable.

Attachments

1. Homestay Presentation for City Council



Homestays/Short-Term Rental Study

City Council Work Session

May 2026

Neighborhood Development Services

Missy Creasy, NDS Deputy Director

Agenda



- Introduction and Overview
- Study Process
- Research and Data Insights
- Option Considered for Changes to the Development Code
- Community and Stakeholder Engagement
- Implementation and Next Steps

Project Webpage: [City of Charlottesville Homestay/Short Term Rental Study](#)

Key Study Takeaways

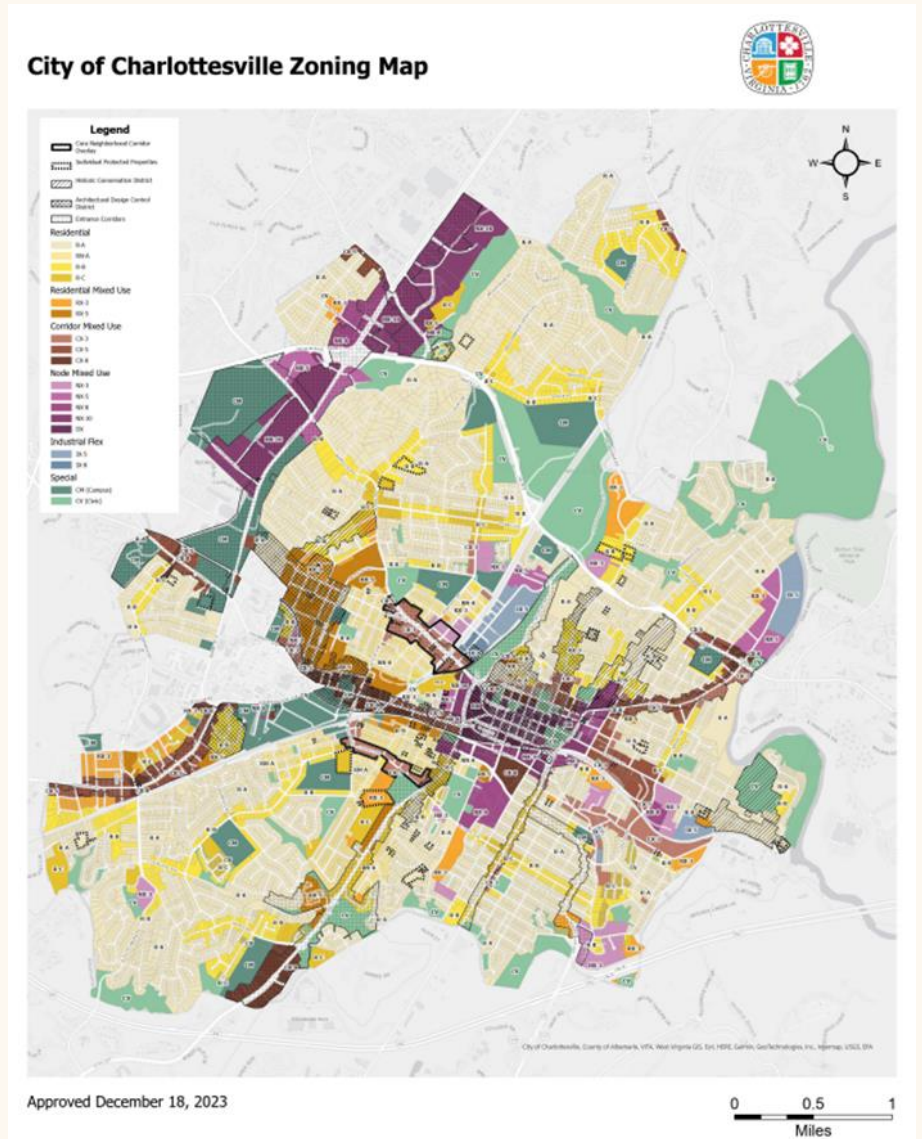


- Study process included:
 - Research on other jurisdictions and state code
 - Preparation of potential options for Development Code amendments
 - Community engagement
- Presentation provides overview of potential options
- There is an unknown potential impact of state code provisions requiring allowance for renters to operate homestays, with changes to local homestay ordinances
- Benefits of possible code changes may not outweigh potential issues/concerns
- Additional staff resources are now available for enforcement
- Staff recommends maintaining existing ordinance and continuing to monitor for potential future changes

Homestay/Short Term Rentals (STRs) Study Overview



- What is a Homestay:
 - A residential property that is rented for less than 30 days
- What Properties are affected:
 - Homestays located within Residential (R-A, RN-A R-B, R-C) Districts (yellow-shaded areas)*
- Who can operate a Homestay:
 - Property owners who reside at the residence for at least 185 days of the calendar year
- Current issues and concerns:
 - The current code was created in 2015
 - The number of homestays have increased significantly
 - Existing policies may not support Comp Plan goals for housing and community stability



*Homestays in other Zoning Districts are considered "General Lodging" , permitted without special permit, and outside of the scope of this study



Current Regulations in Residential Districts

- The property owner must provide proof of residency by providing a photo ID
 - A voter ID doesn't provide proof of residency
- A Homestay Permit is valid for 1 year, with a fee of \$100
- The code states that an operator is required to have smoke detectors and carbon monoxide detectors, fire extinguisher
 - Code requires that a permit holder allow staff to access the premises once a year if notified in advance
- Must reside in the unit at least 185 days a year
- Up to 6 adults and any number of children may lease a homestay



What are the Key Issues/Concerns?

- Code compliance
 - Obtaining Homestay Permit
 - Maintaining permanent residency
 - Enforcing requirements
 - Collecting business license fee
 - Ensuring safety
- Impacts on Neighborhoods
 - Nuisance: Noise, parking, traffic issues
 - Loss of housing units for permanent residents

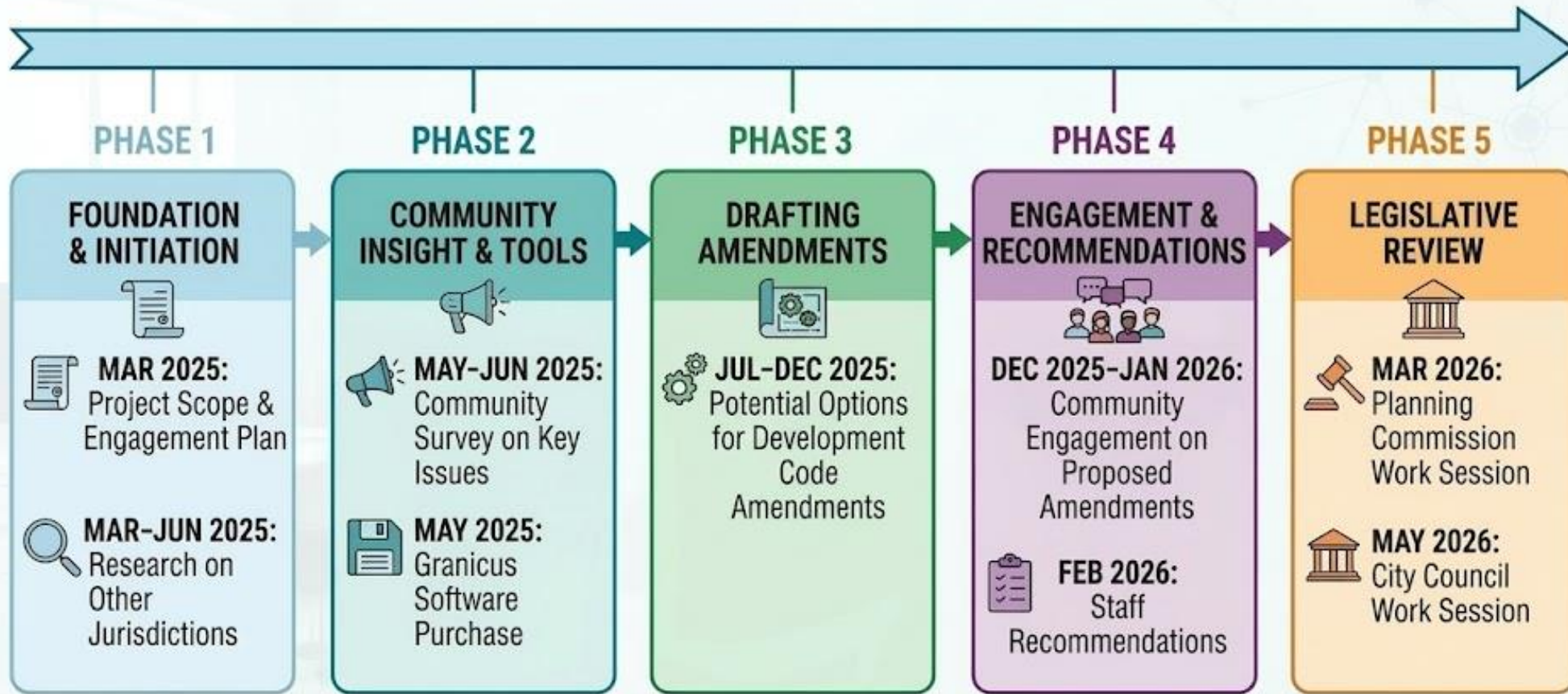
Study Process



Process Timeline



PROJECT TIMELINE & PROCESS FLOW: 2025-2026

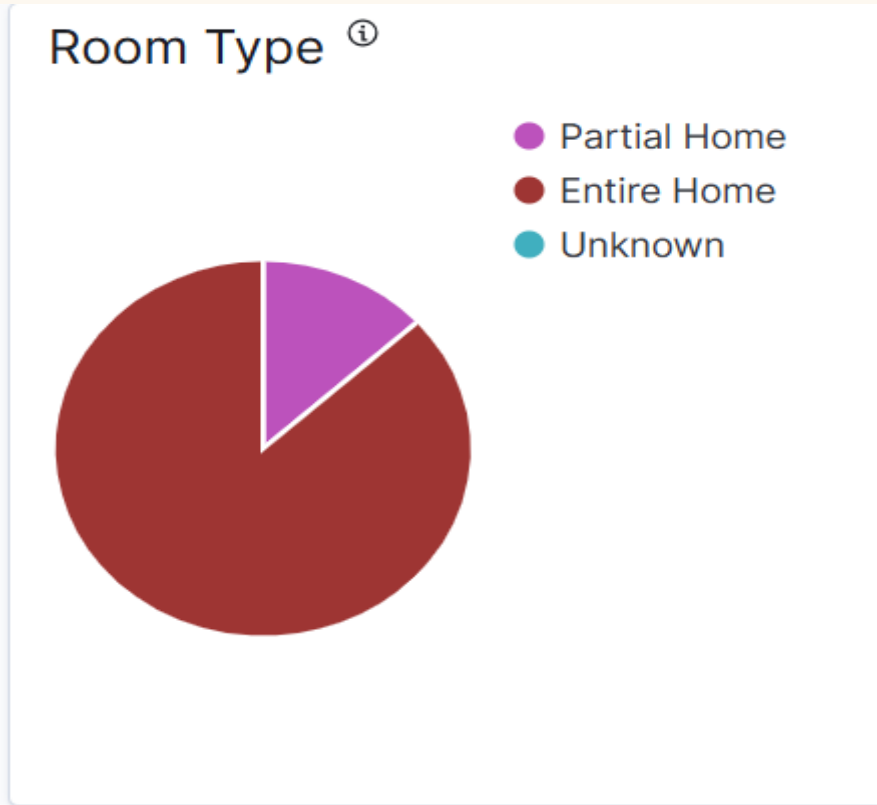


Research and Data Insights

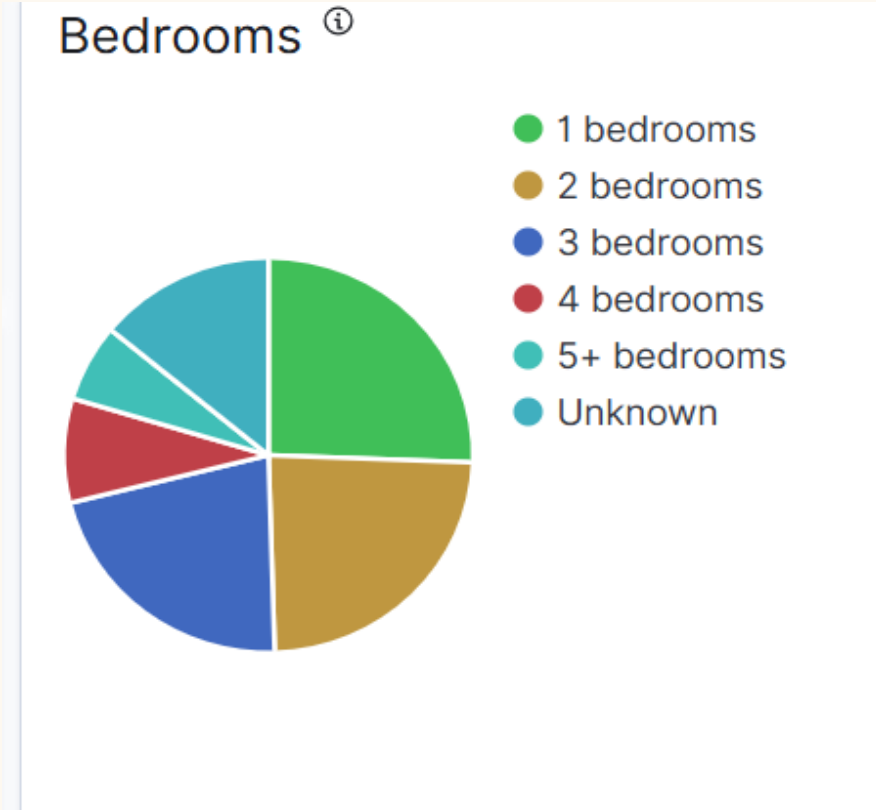


- Software tailored for City of Charlottesville
 - Locate Short Term Rentals
 - Assist with proactive enforcement and licensing
 - Ensure that all occupancy taxes are collected (9%)
 - Letter generation
- Highlights:
 - Identification of 529 short term rentals (83% on single family properties)
 - Tracks rentals from every platform
 - Catalogs rental history
 - Enforcement tool

Charlottesville Homestay Data



Source: Granicus
 Entire home rental: 85%
 Partial home rental: 15%



Source: Granicus
 Rental Unit bedroom count:
 1 bedroom: 25%
 2 bedrooms: 24%
 3 bedrooms: 22%
 4 bedrooms: 9%
 5+ bedrooms: 6%



Budgetary Impacts of Homestays: 2025

	STRs/Homestays	Hotels/Motels
Business Tangible Property Tax	\$12,390.82	\$182,998.80
Meals Tax	\$0.0	\$394,308.16
Transient Occupancy Tax	\$1,547,126.92	\$7,613,163.24
Business License	\$18,283.68	\$292,115.02
All Taxes Total	\$1,581,322.70	\$8,482,585.22

Key Takeaways:

- More revenue is generated from Hotels/Motels

Source: Commissioner of Revenue



Area Guest Accommodations

For the Charlottesville & Albemarle Area

- Over 4,100 guest accommodations in market.
- Approximately 1,518,035 listing nights available
- In 2024, short-term rentals accounted for 14% of inventory.

Source:AirDNA, ConventionSouth



Economic Impacts of Homestays Continued

Industries benefiting from Short Term Rentals

- Tourism dollars
- Wedding Industry
- Breweries and Vineyards
- Local restaurants and businesses
- Cleaning agencies
- Repair companies

Comparative Research

- Comparative Research Highlights (Other Localities):
 - Proof of Residency: Most localities (ex., New Orleans, Arlington, Blacksburg) require primary residency proof, similar to Charlottesville.
 - Permit Validity & Fees: Varies from annual to bi-annual, with fees ranging from \$40 (Greenville, SC) to \$560 (York, VA).
 - Inspections: Many require safety inspections (ex., smoke/CO detectors, evacuation plans) by city departments.
 - Guest Limits: Common to limit guests per bedroom (ex., 2 per bedroom) or total property (e.g., 6-10 total).



Comparative Research

- Comparative Research Highlights (Other Localities)
 - Proof of Insurance: Often required (ex., \$1,000,000 liability in New Orleans, Roanoke, York County).
 - Proof of residency requirements: driver's license, sworn affidavit,
 - all localities require documentation to prove that a property is owned by the applicant.
 - (New) Human Trafficking Certification
 - all Virginia Operator's will be required to comply with new regulation



State Code Provisions

- Virginia General Assembly passed new law which requires localities to allow for tenants to be able to operate a short-term rental with the permission of the landlord
- Only required if the City amends the current ordinance
- Opens up the use of Homestays to more operators
- Increases the number of potential Homestays
- Increases impact on neighborhoods

Options Considered





Options Considered

Regulation	Current	Option Considered
Permanent Residency	Property owner must reside at the property for at least 185 days of each calendar year.	No change considered.
Proof of Residency	Must provide proof of residency with a photo ID. Voter ID is not a valid form of ID.	An affidavit would be required in addition to a photo ID. Applicant to sign a statement that they agree to comply with all regulations in the homestay ordinance.
Permit and Validity Fees	\$100 for a 1-year permit	\$500 for a 3-year permit. The permit fee will help pay for the mandatory internal safety inspection.
Mandatory Safety Inspection	Operator is required to have smoke, CO detectors, and a fire extinguisher. Code requires that a permit holder allow staff to access the premises once a year if notified in advance.	Mandatory safety inspection before permit issued. Must have smoke, CO detectors, and a fire extinguisher. Bedroom square footage, 2 points ingress/egress, and an evacuation plan.
Maximum Occupancy	Up to 6 adults and any number of children.	Maximum occupancy of 2 adults per bedroom up to 8 people. Only bedrooms can be used for sleeping. Limiting the number of nights a homestay can be rented out to 90 days.
Required Training (proposed)	State mandated human trafficking training. Training certificate to be submitted at the time of application.	

Cost/Benefit Analysis of Options Considered

Benefits:

- More stringent requirement to demonstrate owner occupancy
- Internal Safety Inspection Requirement
- Occupancy allowance increased from 6 to 8 increases flexibility while still limiting potential for larger rentals that could have impact on neighborhoods
- Permit term reduces staff time need to approve permits on an annual basis

Costs:

- Increased staff time to conduct internal inspections
- Changing the code will require allowance for tenants to operate a short-term rental
- Potential impacts of allowance of more guests

Community and Stakeholder Engagement



Community Outreach

- Survey:
 - The City conducted an online survey about Homestays in the City of Charlottesville and received over 500 respondents
 - The survey was conducted from May 2025 to June 2025
- Community Meeting: December 3rd, 2025
- STR Advocacy Group Meeting: February 17th 2026
 - Group of local short term rental operators that wants to be included as Stakeholders in the development of proposed code amendments



Community Survey Highlights

The City conducted a survey with over 500 respondents

- Key Benefits:
 - Economic for Owners
 - Tourism Boost
 - Visitor Options
- Primary Concerns:
 - Housing Impact
 - Neighborhood Fabric
 - Nuisance: Noise, parking, traffic issues.

A subset of respondents (approximately 20%) indicated they had no concerns regarding short-term rentals, primarily those that identify as Resident-Homeowners.



Community Meeting Highlights

- Demographics:
 - Diverse participants from various neighbors, ages and housing situations attended the December event
- Benefits:
 - Homestays generate economic benefits, boost tourism and offer unique lodging options supporting local businesses
- Concerns:
 - Rising housing costs due to lack of availability
 - Loss of permanent resident base



STR Advocacy Meeting Highlights

- Through the Community Meeting, a group of STR operators contacted the Zoning Division, with a different model for regulating homestays
- Feedback:
 - Pause the development of potential Development Code amendments to allow for more transparency
 - Understand why the proposals are being brought forward
 - Review the effects of STRs on affordable housing
 - Opportunity to incentivize creation of new accessory dwelling units
- Recommendations:
 - Replace 185-day rule
 - Local steward accountability
 - Fair permit & fee structure
 - Proportionate guest limits & occupancy

Key Findings and Staff Recommendations



Key Findings

- Community engagement indicates support for Short Term Rentals with increased enforcement efforts
- Current occupancy limits of 6 adults limits larger properties, but provides opportunities for many operators
- Strengthening requirements for home occupancy would be challenging to enforce
- ***There is an unknown potential impact of state code provisions requiring allowance for renters to operate homestays, with changes to local homestay ordinances***
- New software in place to assist with enforcement
- Dedicated staff member in place for permitting process and enforcement
- Safety inspections can occur without changes to the ordinance

Staff Recommendations

- Maintain existing ordinance, without amendments
- Strengthen monitoring of Homestay compliance, permitting requirements, and education about homestay requirements
- Monitor impacts of state code provisions requiring allowance for renter homestays throughout Virginia
- For homestays located in in other zoning (i.e. Mixed Use) districts (not subject to study during this effort):
 - Conduct yearly inspections
 - Consider potential for study of issues and opportunities as future NDS workplan priority

Planning Commission Comments

Key Themes

- Support for maintaining existing regulations and pursuing additional enforcement
- Interest in understanding potential impacts of allowing renters to operate homestays for potential consideration in the future

Other Comments

- Allow current codes (Fire, Building etc.) to determine maximum occupancy
- Continue discussion on permit timeframes
- Lack of support for 90-day max rental nights
- Support for operators to sign that they are adhering to the rules
- Can Virginia localities join together to lobby platforms be required to comply with local regulations?
- Consider two unit minimum on site to apply

Thank You!



CITY OF CHARLOTTESVILLE



Proclamation

Public Works Week

May 17 - 23, 2026

WHEREAS public works professionals focus on infrastructure, facilities, solid waste, street maintenance, engineering, and traffic field operations and services to make Charlottesville's quality of life better for people to live, work, play and visit; and

WHEREAS these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, skilled trades, equipment operators, and employees at all levels of government, who are responsible for rebuilding, improving, and protecting public buildings, and other structures and facilities essential for our community members; and

WHEREAS the Public Works Department maintains 160 miles of streets, 155 miles of sidewalks, over 1,500 ADA ramps, 75 traffic signals, 13,000 traffic signs, 70 buildings consisting of 1.6 million square feet, and 655 vehicles and pieces of equipment and responded to five snow events clearing streets and 31 miles of sidewalk and trails; and,

WHEREAS the Public Works Department is responsible for a \$30 million operation budget, manages the engineering, project management and construction to include \$125 million for transportation projects and a \$260 million five-year capital improvement program; and

WHEREAS it is in the public interest of Charlottesville to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works programs in their respective communities; and

WHEREAS the year 2026 marks the 66th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association;

NOW, THEREFORE, BE IT PROCLAIMED THAT the week of May 17–23, 2026, is Public Works Week in the City of Charlottesville, and we urge all community members to join in activities, events, and ceremonies designed to pay tribute to our public works professionals and to recognize the substantial contributions they make in advancing quality of life for all.

Signed and sealed this 18th day of May 2026.

Juandiego Wade, Mayor

Kyna Thomas, Clerk

CITY OF CHARLOTTESVILLE



Proclamation

Dementia Awareness Month

May 2026

WHEREAS dementia is a growing public health crisis with more than eleven percent of City of Charlottesville residents over age 65 living with this disorder¹ and approximately fourteen percent of the City's population being over age 65²; and

WHEREAS family caregivers are facing increasing physical, mental, emotional and financial strain; and

WHEREAS the number of people living with dementia or caring for someone with dementia is expected to grow in the coming years as the number of older residents increases; and

WHEREAS the Charlottesville City Council wants to ensure that the city is welcoming and inclusive to all those impacted by dementia; and

WHEREAS local government, businesses, the faith community, financial institutions, first responders, health care providers, educational institutions, and the residents of the City can make small changes to provide a community in which people living with dementia can continue to be involved, active, respected, valued and understood; and

WHEREAS the Dementia Friendly Central Virginia initiative is dedicated to raising community awareness of dementia and the needs of those living with dementia and their caregivers in our area;

NOW, THEREFORE, BE IT PROCLAIMED THAT the month of May 2026 is **Dementia Awareness Month** in the City of Charlottesville and the Charlottesville City Council recognizes Charlottesville as a **Dementia Friendly Community**, urging all residents to participate in education and awareness programs, to support research and innovation, and to share support and services such as the 1-800-DEMENTIA hotline for taking care of oneself or others.

Signed and sealed this 18th day of May 2026.

Juandiego Wade, Mayor

Kyna Thomas, Clerk

¹ Dhana et al. (2023)

² US Census Bureau (2026)



CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES
February 17, 2026 at 4:00 PM
Council Chamber

The Charlottesville City Council met on Tuesday, February 17, 2026. Mayor Juandiego Wade called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting all councilors present: Mayor Juandiego Wade, Vice Mayor Natalie Oschrin and Councilors Jen Fleisher, Michael Payne, and Lloyd Snook. On motion by Snook, seconded by Fleisher, Council unanimously approved the meeting agenda.

REPORTS

1. REPORT: Affordable Dwelling Unit Tax-Abatement Program Proposal Presentation

Kellie Brown, Director of Neighborhood Development Services, provided background for bringing the item forward. On April 21, 2025, City Staff presented the concept of the Affordable Housing Tax Abatement Program ("Program") at a City Council Work Session as a potential option to incentivize housing construction within the context of the ADU requirement in the City's new Zoning and Development Code. At that Work Session, City Council charged Staff with conducting a study ("Study") of the necessary housing market research and analysis to determine if the Program could have a material impact to incentivize housing construction within the context of all the costs associated with planning, financing, and building housing in the city. This Study was also intended to define an optimal Program structure to maximize housing construction and minimize administrative complexity as a potential option for City Council consideration. In June 2025, City Staff contracted with 3TP Ventures to lead and conduct this Study, market analysis, and model building to test the impact of the Program on the feasibility of housing construction projects.

Ms. Brown introduced Jeremy Goldstein, Director of Technical Planning & Analytics at 3TP Ventures, who presented the Affordable Housing Tax Abatement Study, including pros and cons of tax abatement. Following extensive data collection, data analysis, and engagement with housing builders and advocates of affordable housing, a model known as the Charlottesville Development Feasibility Assessment Tool was created and refined. The process yielded several key findings:

- Market conditions are challenging regardless of City Policy.
- Inclusionary Zoning is a material financial burden.
- A Traditional Tax Abatement provides financial relief, but not equivalent to the cost of Inclusionary Zoning.
- A tax abatement based on a rent gap approach merits consideration.
- Other incentives and policies merit consideration.
- Conditions will change, and the Tool has lasting utility.

2. REPORT: Westhaven Redevelopment Update

John Sales, Executive Director of the Charlottesville Redevelopment and Housing Authority (CRHA), made the presentation. Westhaven is the City's largest public housing community and was originally constructed in 1965. Westhaven currently has 126 public housing units and the proposed plan includes 242 total units across two primary phases. The City has identified \$15 million in its Capital Improvement Plan to support the redevelopment of the Westhaven site to both improve and expand the number of units. For approximately three years CRHA worked with a resident planners group and several technical advisors on the Westhaven Redevelopment plan. Resident planners worked through the livability of the site for the current residents, future residents and respect for the rest of the 10th & Page neighborhood.

CLOSED MEETING

On motion by Oschrin, seconded by Snook, City Council voted unanimously to close the open meeting and convene in a closed session, as authorized by the Virginia Freedom of Information Act, as follows:

1. 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:
 - a. Board of Architectural Review
 - b. Charlottesville Affordable Housing Fund Committee
 - c. Charlottesville Economic Development Authority
 - d. Charlottesville Redevelopment & Housing Authority
 - e. Citizen Transportation Advisory Committee
 - f. Community Development Block Grant & HOME Taskforce
 - g. Housing Advisory Committee
 - h. Human Rights Commission
 - i. JABA Advisory Council on Aging
 - j. JABA Board of Directors
 - k. Local Board of Building Code Appeals
 - l. Minority Business Commission
 - m. Piedmont YMCA Board
 - n. Sister Cities Commission
 - o. Social Services Advisory Board
 - p. Thomas Jefferson Water Resources Protection Foundation
 - q. Towing Advisory Board
 - r. Tree Commission
 - s. Vendor Appeals Board
 - t. Youth Council

On motion by Oschrin, seconded by Snook, Council certified by a vote of 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none), 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 meeting began with a moment of silence.

ANNOUNCEMENTS

Mayor Wade announced the death of a member of "The Charlottesville 12" on February 4, Marvin L. Townsend.

BOARD & COMMISSION APPOINTMENTS

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

- Charlottesville Economic Development Authority - Denise Herndon
- Community Development Block Grant & HOME Taskforce - Laura Brown
- Housing Advisory Committee - Heather Griffith, Dan Rosensweig, Terry Tyree

- Human Rights Commission - Jessica Cocciolone, Emily Currier, Elizabeth Stark, Jayson Whitehead
- JABA Advisory Council on Aging - Evelyn Boatwright
- JABA Board of Directors - Richard Brugh, Elliott Weiss
- Minority Business Commission - Terry Tyree
- Piedmont YMCA Board - James Brown
- Sister Cities Commission - Caja Edwards
- Social Services Advisory Board - Nicole Hawker
- Tree Commission - Jordan Hackworth, Worthy Martin, Elizabeth Mizell, Woodson Parish, Helen Snyder, Cole Thornton, Shea Wales

RECOGNITIONS/PROCLAMATIONS

- **PROCLAMATION: Recognizing CHS Boys Tennis Coach John Neal as National Federation 2025 Coach of the Year**

Councilor Fleisher presented the proclamation to Coach John Neal, who was joined by the Charlottesville Boys Tennis Team.

- **PROCLAMATION: Invasive Species Awareness Week, February 23 - 27, 2026**

Vice Mayor Oschrin presented the proclamation to Rowena Zarman, Director of the Blue Ridge Invasive Species Coalition, who accepted with remarks.

- **PROCLAMATION: Benefit Programs Specialist Appreciation Month**

Mayor Wade presented the proclamation, which was accepted with remarks by Social Services Director Leon Henry.

COMMUNITY MATTERS

Mayor Wade opened the floor for comments from the public.

1. Alicia Lenahan, Albemarle County resident, spoke about the need for policies, planning, and preparation for ICE immigration enforcement.
2. Nikuyah Walker, city resident, asked Council to reconsider remote speaker participation. She spoke about honoring the late Eddie Harris and requested that Council think about the Vibrant Communities funding process for which Mr. Harris's efforts may not have qualified. She asked where 40-90 home units will come from for affordable housing in the city, related to a Kindlewood presentation by Sunshine Mathon of Piedmont Housing Alliance.
3. Bill Atwood, city resident, made suggestions for helping the Downtown Mall.
4. Richard H. Allan, Albemarle County resident, spoke about the need for restoration of the slate sign memorializing enslavement on the East Jefferson Street curbside.
5. Emily Dreyfus, organizer with the Legal Aid Justice Center, shared comments from Angela Carr, a member of PHAR (Public Housing Association of Residents), regarding affordable housing and displacement of residents with the building of luxury housing developments.
6. Heidi Dhivya Berthoud, city resident, shared facts about people enslaved and sold at the Court Square enslavement auction block, requesting restoration of memorial signage.
7. Paul Mack, Albemarle County resident, requested a March 2026 City Council affirmative vote to replace a sign honoring enslaved persons on East Jefferson Street curbside.
8. Rachel Mulvaney, Friends of PHAR, spoke about the LV Collective proposed luxury student

- housing development, and justice in the face of resident displacement in adjacent neighborhoods.
9. Colonel Robert Guest III, Albemarle County resident and member of the enslavement memorialization project group, spoke in support of restoration of the slate sign memorializing enslavement on East Jefferson Street.
 10. Susan McCulley, city property owner, thanked City Council for passing a resolution regarding recent immigration enforcement actions, with followup letters to Virginia legislators, and she requested that Council continue to build transparency with the community by iterating intended local actions.
 11. Frank Bechter, city resident, spoke in support of the December 18, 2025, denial by the Board of Architectural Review of a Certificate of Appropriateness for a development project on 7th Street.
 12. Sophia Merrero, PHAR community organizer, spoke about the need for affordable housing for students instead of luxury student housing. She spoke about the continued existence of race-related injustice, and advocated strengthening the Council resolution regarding immigration.
 13. Sylethia Carr, city resident, spoke about resident displacement, and she requested help to educate residents with local government jargon. She spoke in opposition to luxury student housing, and in favor of affordable housing options.
 14. Latricia Giles, PHAR Executive Director, spoke about resident displacement and the loss of future housing and redevelopment because of gentrification. She reiterated that hope is not a strategy and urged Council to stop and slow down displacement in the face of student housing developments.
 15. Joy Johnson, PHAR Chair, asked Council to change the Zoning Code to prevent displacement of residents by luxury student housing.
 16. Wendy Gao, Friends of PHAR, reading a statement on behalf of city resident Terry Tyree, thanked Council for appointing her to city committees, and she requested stronger zoning protections for core neighborhoods to improve affordable housing versus luxury student housing, sharing her personal experience.

CONSENT AGENDA

Clerk of Council Kyna Thomas read the following Consent Agenda items into the record, and on motion by Fleisher, seconded by Oschrin, Council by a vote of 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none) adopted the Consent Agenda.

3. MINUTES: January 29 budget work session; February 9 joint Council-School Board budget work session
4. RESOLUTION to Appropriate National League of Cities Southern Cities Economic Initiative Program Funds - \$60,000 (2nd reading)

RESOLUTION

Appropriating National League of Cities Southern Cities Economic Initiative (SCEI) Project Grant - \$60,000

WHEREAS the City of Charlottesville has received a Southern Cities Economic Initiative grant from the National League of Cities (NLC) Southern Cities Economic Initiative (SCEI) Program in the amount of \$60,000; and

WHEREAS the funds will be used to support the implementation of a local project with United Way Greater Charlottesville that seeks to expand and sustain the economic mobility of residents and our communities' access to quality Early Learning care; and

WHEREAS the grant award covers the period from January 1, 2026, through December 31, 2027;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$60,000 is hereby appropriated in the following manner:

Revenue - \$60,000.00

\$60,000.00 Fund: 210 Order: 1900637 G/L: 451022

Expenditures - \$60,000.00

\$60,000.00 Fund: 210 Order: 1900637 G/L: 530550

BE IT FURTHER RESOLVED that this appropriation is conditioned upon the receipt of \$60,000.00 from the National League of Cities Southern Cities Economic Initiative Program.

5. ORDINANCE Amending Section 11-131 of the Charlottesville City Code Regarding Compromise and Payment of Claims Against the City (2nd reading)

ORDINANCE AMENDING SECTION 11-131 OF THE CHARLOTTESVILLE CITY CODE REGARDING COMPROMISE AND PAYMENT OF CLAIMS AGAINST THE CITY.

6. RESOLUTION Appropriating Existing Funds to the E-Bike Voucher Program (2nd reading)

RESOLUTION

**Appropriating funds to a new fund for electric bicycle programs
\$100,000**

WHEREAS the expanded use of electric bicycles in the community provides a more sustainable transportation option, which meets the City's transportation and climate action goals;

WHEREAS Council has appropriated funding for sustainability goals in the Climate Action Fund and for transportation goals associated with biking in the Bicycle Infrastructure capital fund;

WHEREAS revenues from the dockless mobility permit program are used as part of the Bicycle Infrastructure capital fund and are dedicated to expanding the use of bicycles in Charlottesville;

AND WHEREAS the City has pilot projects associated with electric bicycles that are coordinated between Neighborhood Development Services and the Office of Sustainability;

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$150,000 is hereby appropriated as follows:

Transfer From:

\$50,000 Fund: 426 I/O: 1000028 G/L Account: 599999

\$50,000 Fund: 426 WBS: CP-083 G/L Account: 599999

Transfer To

\$100,000 Fund: 426 WBS: P-01121 G/L Account: 599999

7. 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 (1 of 2 readings)

CITY MANAGER REPORT

Budget Director Krisy Hammill provided a quarterly financial update.

City Manager Sam Sanders announced the resuming of leaf collection services, and he announced the Pothole Blitz beginning February 23.

ACTION ITEMS

8. PUBLIC HEARING and RESOLUTION of Appropriation to Amend the FY26 Budget- \$10,001,875.49 (layover)

Chris Cullinan, Director of Finance, presented the year-end appropriation resolution for FY2025.

Mayor Wade opened the public hearing.

- Nikuyah Walker, city resident, advocated for using funds to take care of Black and Brown residents, and descendants of the enslaved community. She requested that Council increase contributions to subsidy programs approved by previous City Councils. She suggested using one-time funds to support entities such as Piedmont Housing Alliance.

Mayor Wade closed the public hearing.

Councilor Payne requested that Council explicitly earmark a portion of surplus funds for land acquisition.

With no objection, Council laid over the item to the March 2nd consent agenda for second reading and vote.

9. PUBLIC HEARING and ORDINANCE for City Code Chapter 34 (Development Code) Zoning Text Amendments Tiers 1 and 2

Matt Alfele, Development Planning Manager with Neighborhood Development Services, presented the ordinance Tier 1 and Tier 2 amendments, an annual process.

Following clarifying questions from Council, Mayor Wade opened the public hearing.

- Emily Dreyfus, Legal Aid Justice Center, requested a correction to ensure public engagement and to build public trust by amending the Zoning Text for protecting core neighborhoods.
- Wendy Gao spoke in opposition to the Tier system, and she stated that the Tier 3 process needs to move faster, using no further studies. She stated that the professionals are the people who live in the neighborhoods and should be listened to.
- Frank Bechter, city resident, spoke about the need for significant zoning changes as-needed instead of waiting for months. He suggested the city purchase property to be responsive to the community's needs.
- Rosia Parker, city resident, expressed concern about waiting for zoning changes and about the

negative impacts of tall buildings looming over low-income neighborhoods.

- Joy Johnson, PHAR Chair, spoke about the need for outreach from the Planning Division to residents.
- Latricia Giles, PHAR Executive Director, spoke about Neighborhood Development Services prioritization of zoning amendments and the need to improve community engagement.

Mayor Wade closed the public hearing.

Councilor Payne acknowledged that the Zoning Text Amendments presented at this meeting are more technical versus substantive, and he warned that the proposed tier approach to zoning amendments will not address concerns heard from the community. He suggested adjustments to the amendment process.

Answering a question from Vice Mayor Oschrin, Mr. Alfele stated that Tier 3 items are incorporated into the NDS Work Plan.

Councilor Snook added comments about the feasibility of affordable housing in high-rise construction. Council engaged in further discussion.

On motion by Oschrin, seconded by Snook, Council voted 4-1 (Ayes: Fleisher, Oschrin, Snook, Wade; Noes: Payne) to adopt the Zoning Text Amendments as presented and discussed.

ORDINANCE AMENDING AND RE-ENACTING CHAPTER 34 (CHARLOTTESVILLE DEVELOPMENT CODE) OF THE CODE OF THE CITY OF CHARLOTTESVILLE, VIRGINIA, TO CORRECT ERRORS AND MAKE MINOR CHANGES TO THE CODE SECTIONS OUTLINED IN THIS ORDINANCE

10. PUBLIC HEARING and ORDINANCE for Update to Neighborhood Development Services Fee Schedule for Land Use Development Review

Matt Alfele, Development Planning Manager with Neighborhood Development Services, presented the ordinance to update the Neighborhood Development Services Fee Schedule for Land Use Development.

Mayor Wade opened the public hearing and with no speakers, the public hearing was closed.

Councilor Payne requested explicitly earmarking a portion of the surplus funds for land acquisition.

On motion by Oschrin, seconded by Fleisher, Council voted 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none).

ORDINANCE APPROVING AND ADOPTION A SCHEDULE OF FEES APPLICABLE TO VARIOUS SERVICES AND FUNCTIONS ADMINISTERED BY THE CITY'S DEPARTMENT OF NEIGHBORHOOD DEVELOPMENT SERVICES, RELATED TO APPLICATIONS, INSPECTIONS, PERMITS, AND APPROVALS REQUIRED BY THE CHARLOTTESVILLE DEVELOPMENT CODE

11. PUBLIC HEARING and ORDINANCE for Quitclaim Natural Gas Easement (Belvedere Subdivision 5B)

Jason McIlwee, Utilities, presented the quitclaim to convey portions of an existing natural gas easement to VDOT, allowing acceptance of these roads into the State Highway Maintenance System. The natural

gas facilities will continue to be owned and maintained by the City, even after the easement is quitclaimed to the State. The City's natural gas facilities are required to remain in their present locations, and if any of the streets cease to be part of VDOT's Highway System, the gas line easement in that street will revert to the City.

Mayor Wade opened the public hearing and with no speakers, the public hearing was closed.

On motion by Oschrin, seconded by Snook, Council voted 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none).

ORDINANCE QUITCLAIMING RIGHTS TO EASEMENTS LOCATED IN ALBEMARLE COUNTY, VIRGINIA (TMP: 06200-00-00-016D1)

COMMUNITY MATTERS (2)

Mayor Wade opened the floor for comments from the public and no speakers came forward

On motion by Snook, seconded by Oschrin, Council voted unanimously to adjourn the meeting at 8:50 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council



CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES
March 2, 2026 at 4:00 PM
Council Chamber

The Charlottesville City Council held a regular meeting on Monday, March 2, 2026. Mayor Juandiego Wade called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting the following councilors present: Mayor Juandiego Wade, Vice Mayor Natalie Oschrin and Councilors Jen Fleisher and Michael Payne. Councilor Lloyd Snook joined the meeting at 4:02 p.m.

On motion by Fleisher, seconded by Oschrin, Council unanimously approved an amendment to the meeting agenda, adding a resolution to the consent agenda to ratify a letter sent to Fluvanna County officials.

On motion by Oschrin, seconded by Fleisher, Council unanimously adopted the meeting agenda as amended.

REPORTS

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

Brenda Kelley, Neighborhood Development Services, and Cliff Doods, Parks and Recreation, provided an update on the plan to approach the Downtown Mall from an operational and planning perspective, and shared plans for the upcoming 50th anniversary celebration in July. Staff discussed maintenance and repairs, the Downtown Mall Ambassador Program, and coordination with:

- Friends Of Charlottesville Downtown
- Historic Resources Committee
- Albemarle Charlottesville Historical Society
- Charlottesville Albemarle Convention & Visitors Bureau

Councilors suggested conducting feedback surveys for the Downtown Mall Ambassador Program. Councilors Oschrin and Payne asked about closures to streets crossing the Mall. Councilor Payne asked for follow-up on the creation of a permanent memorial on 4th Street to replace the makeshift memorial to Heather Heyer from the events of August 12, 2017. Councilor Snook acknowledged the importance of civic investment to the success of the pedestrian mall.

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 reason:

1. 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:
 - a. Charlottesville Redevelopment & Housing Authority Board

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 meeting began with a moment of silence.

ANNOUNCEMENTS

Vice Mayor Oschrin announced the March 8th community walk in the Meadows. She also announced the My Help List writing contest by Mr. Alex-Zan.

RECOGNITIONS/PROCLAMATIONS

- **PROCLAMATION: American Red Cross Month**

Mayor Wade presented the proclamation. Bill Brent, American Red Cross of Central Virginia Chapter, accepted with remarks.

COMMUNITY MATTERS

1. Jackie Temkin requested that Council invest in equitable access for girls, adaptive use, and need-based programs in the Parks and Recreation Department budget.
2. Jessica Taylor, city resident, spoke in support of pay raises for Schools support staff, as adopted in the Fiscal Year 2027 Charlottesville City Schools Budget.
3. Susan J. McCulley, city property owner, spoke about community preparation for ICE immigration enforcement and encouraged Council to take further action since passing the Resolution regarding ICE.
4. Alicia Lenahan, Albemarle County resident, spoke about the need for comprehensive communication, response strategies, and emergency preparation for local ICE immigration enforcement.
5. Mark F. Dennison, Chair of the Parks & Recreation Advisory Board, requested support for additional staffing and program support in the FY27 Parks and Recreation Department budget as well as help to find a temporary home for summer camps.
6. Janasha Bradford, local entrepreneur, shared information about programs that her company Mahogany & Friends provides to expand financial literacy and economic mobility for youth and families in Charlottesville.
7. Lisa Correne Custalow, city resident, spoke about snow removal from city sidewalks and issues with the most recent snow and ice storm. She expressed thanks to the volunteers through the United Way who came to her home and helped remove the snow and ice. She spoke about reasons why people may not have been in compliance with the city ordinance for snow removal.
8. Bellamy Brown, speaking on behalf of Bennett's Village and the Parks Foundation, requested support for a new Inclusion Coordinator in the Department of Parks and Recreation. Personally speaking, he requested funding to provide pay increases to Schools support staff.
9. Caroline Allison, Albemarle County resident, expressed support for the City's stance on immigration enforcement. She spoke in support of protecting immigrant residents within the city.
10. Peter Krebs, Piedmont Environmental Council, extended an invitation to the Mobility Summit on March 5 and 6.
11. Rosia Parker, city resident, asked who pays for School Resource Officers (SROs). She stated that she has noticed an increase in human trafficking and missing young ladies in the community. She requested that related data be kept and communicated. Regarding school staffing, she spoke in support of pay increases for support staff.
12. Latricia Giles, Piedmont Housing Association of Residents Executive Director, spoke in opposition to luxury student housing and in support of changing the zoning ordinance to limit development to

appropriate corridors, require on-site affordable units and expand rental assistance to keep families housed.

13. Lena, a resident, spoke about SROs in schools and data regarding correlation with the schools-to-prison pipeline. She requested a review of how the Police Department is spending their funds and she spoke about the School Board’s process for community engagement and adopting an annual budget to present to City Council.

CONSENT AGENDA

2. MINUTES: January 5 regular and organizational meeting
3. 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)

RESOLUTION
Appropriating \$198,910 from the Virginia Department of Transportation (“VDOT”)
City of Charlottesville, Virginia’s (“CITY”) Project Portfolio

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: 10th 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 2nd 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

4. RESOLUTION of Appropriation to Amend the FY26 Budget - \$10,001,875.49 (2nd reading)

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 which 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

- 5. RESOLUTION to Grant \$125,000 for a Small Business Energy Efficiency Incentive Program (layover)
- 6. RESOLUTION for Compromise of Claim: Water and Wastewater Leak Credit of \$20,770.05 for Tiger Fuel Company

RESOLUTION

Approving 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”.

- 7. RESOLUTION Ratifying Transmission of a Letter to the Fluvanna County Planning Commission and Board of Supervisors

RESOLUTION

Ratifying Transmittal of a Letter to the Fluvanna County Planning Commission and Board of Supervisors Regarding the Proposed Tenaska Plant Expansion

WHEREAS the Charlottesville City Council is committed to advancing policies that protect public health, safeguard natural resources, and reduce greenhouse gas emissions in accordance with the City’s adopted goals; and

WHEREAS the proposed Tenaska gas plant expansion in Fluvanna County presents potential regional implications related to air quality, climate, and public health; and

WHEREAS, on February 23, 2026, a letter from the Charlottesville City Council was transmitted to the Fluvanna Planning Commission and the Fluvanna Board of Supervisors regarding the proposed Tenaska Plant Expansion, expressing support for their decisions thus far and respectfully opposing the proposed expansion; and

WHEREAS the City Council finds it appropriate to formally ratify and affirm the transmittal of that correspondence as an official act of the Council;

NOW, THEREFORE, BE IT RESOLVED by the Council for the City of Charlottesville that

1. The letter dated February 23, 2026, to the Fluvanna Planning Commission and the Fluvanna Board of Supervisors regarding the proposed Tenaska Plant Expansion, attached hereto as Exhibit A, is hereby ratified and affirmed as an official act of the Charlottesville City Council.

CITY MANAGER REPORT

Deputy City Manager James Freas reported that the payment kiosks in the city's parking garages are active.

Assistant City Manager Evan Pilachowski announced that the Pothole Blitz runs through March 13, that March is Fix-a-Leak Month, and the availability of supplies to fix related issues at the Department of Utilities.

Assistant City Manager Samuel Roman announced the Strategic Planning Town Hall for the Fire Department on March 4th at CitySpace.

City Manager Samuel Sanders, Jr., responded to comments regarding School Resource Officers, and stated that existing vacancies covered the cost for the SRO positions. He also announced a budget work sessions on March 5th and 12th.

ACTION ITEMS

8. ORDINANCE Amending Section 2-42 of the City Code Concerning Special Meetings of City Council

City Attorney John Maddux presented the amendment request, which aligns City Code with requirements of State law and reduces ambiguity.

On motion by Oschrin, seconded by Snook, Council voted 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none) to adopt the following ordinance, waiving the second reading:

ORDINANCE AMENDING SECTION 2-42 OF THE CITY CODE CONCERNING SPECIAL MEETINGS OF CITY COUNCIL

9. RESOLUTION Designating Property as a Revitalization Area for Westhaven Redevelopment

Deputy City Manager James Freas presented the resolution request, which followed up a presentation during the most recent City Council meeting.

John Sales, Executive Director of the Charlottesville Redevelopment and Housing Authority shared the timeline for the Low Income Housing Tax Credit application and the redevelopment process.

On motion by Oschrin, seconded by Fleisher, Council voted 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none) to approve the following resolution:

RESOLUTION
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).

10. Financial Resolution Supporting Westhaven Redevelopment

Deputy City Manager James Freas presented the resolution request to affirm funding previously designated in the FY25 budget, noting that this is not considered a formal agreement or financing agreement.

Mr. Sales answered a question about project design and deadlines based on application submission and he confirmed the plan for 274 total housing units.

On motion by Oschrin, seconded by Fleisher, Council voted 5-0 (Ayes: Fleisher, Oschrin, Payne, Snook, Wade; Noes: none) to approve the following resolution:

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)

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.

GENERAL BUSINESS

11. PRESENTATION: School Board Adopted Budget for Fiscal Year 2027

School Board Chair Lisa Torres and School Superintendent Royal Gurley presented the School Board Adopted Budget for Fiscal Year 2027 and answered clarifying questions from councilors.

12. PRESENTATION: Proposed City Budget for Fiscal Year 2027

City Manager Samual Sanders, Jr. presented the Proposed City Budget for Fiscal Year 2027, with General Fund totaling \$277,175,674, natural revenue growth of \$11,927,228, and budget growth of 4.5% over FY 2026. The strategic outcome areas addressed in the budget were: Affordable Housing; Public Safety; Organizational Excellence; Transportation; Climate Action; Partnerships; Education; Economic Prosperity; and Recreation, Art, and Culture.

Major budget drivers were Transportation, Affordable Housing, and City Schools. Mr. Sanders also presented a Proposed FY27 City Budget including a real estate tax increase of \$0.02, bringing the General Fund total to \$279,643,398, revenue growth of \$14,394,942, and budget growth of 5.43% over FY 2026. He indicated that the increased tax revenues would offset deeper transit investments, Schools local match, and collective bargaining impacts. Mr. Sanders acknowledged that City Council budget work sessions and public hearings will inform the final budget, scheduled for adoption by mid-April.

COMMUNITY MATTERS (2)

Mayor Wade opened the floor for comments from the public and no speakers came forward

On motion by Snook, seconded by Oschrein, Council voted unanimously to adjourn the meeting at 9:20 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution to appropriate \$389,975 from the Virginia Department of Housing and Community Development, Housing Opportunities for Persons with AIDS/HIV grant 26-HOPWA-303 (2nd reading)
Staff Contact(s):	Taylor Harvey-Ryan, Grants Program Manager
Presenter:	Taylor Harvey-Ryan, Grants Program Manager
Date of Proposed Action:	May 18, 2026

Issue

The City of Charlottesville has been awarded a H.O.P.W.A. grant in the amount of \$389,975 from the DHCD.

Background / Rule

The Office of Budget and Grants Management, in coordination with the Blue Ridge Area Coalition on Homelessness (B.R.A.C.H.), received a grant from the Virginia Department of Housing and Community Development. The Housing Opportunities for People with AIDS/H.I.V. (H.O.P.W.A.) award is \$389,975 for September 24, 2025 — September 24, 2026.

Analysis

The City of Charlottesville has staff from Human Services and the Office of Budget and Grants Management serving on the BRACH Board. H.O.P.W.A., is an important resource in our community's efforts to end homelessness. The grant provides services in four key areas in addition to Administration:

1. Tenant-Based Rental Assistance (T.B.R.A.): The Blue Ridge Health Department (B.R.H.D.) partners with The Haven to provide T.B.R.A. to eligible participants. The B.R.H.D. screens participants for eligibility and inspects the proposed property to ensure that it meets H.U.D. requirements. Upon successful screening, The Haven contacts the landlord to arrange monthly rent payment, similar to rapid re-housing.
2. Short-term Rental, Mortgage and Utility Assistance: B.R.H.D. screens eligible participants for short-term assistance including emergency utility payments to avoid shut off.
3. Supportive Services: B.R.H.D. provides supportive services including crisis intervention, case management and service referrals.
4. Homeless Management Information System (H.M.I.S.): The City of Charlottesville, as the award recipient, will ensure that H.M.I.S. data is complete through an agreement with B.R.A.C.H. to have the Executive Director ensure data quality. Our Continuum of Care (C.O.C.) has a well-populated database for individuals experiencing homelessness. H.M.I.S. collaboration provides real-time monitoring of the needs and progress of individuals and households facing homelessness. Collaborative use of H.M.I.S. among B.R.A.C.H. C.o.C. Service Providers expedites communication and reduces the need to interface disparate documentation systems.
5. Administration: The City of Charlottesville, as the award recipient, is eligible for an administrative fee up to seven (7) percent of the total award. Staff proposes that we pass these dollars through to B.R.A.C.H, B.R.H.D. and The Haven to support the supervision of assigned staff.

Financial Impact

There is no budgetary impact to the City of Charlottesville as this grant is entirely federal pass-through funds and no local match is required. All funds will be distributed to sub-recipients for service provision.

Recommendation

Staff recommends the execution of the FY26 H.O.P.W.A. grant agreement by the City Manager, and approval of the resolution to appropriate the H.O.P.W.A. funds.

Recommended Motion (if Applicable)

I move to approve the resolution as presented to appropriate the FY2026 HOPWA grant funds in the amount of \$389,975.

Attachments

1. FY 26 HOPWA Resolution
2. HOPWA Grant Agreement

RESOLUTION APPROPRIATING FUNDS
Housing Opportunities for Persons with AIDS/HIV (HOPWA) Grant
\$389,975

WHEREAS, The City of Charlottesville, through the Office of Budget and Grants Management, has received the H.O.P.W.A. Grant from the Virginia Department of Housing and Community Development in the amount of \$389,975;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the sum of \$389,312 is hereby appropriated in the following manner:

Revenues

\$389,975 Fund: 209 IO: 1900668 G/L: 430120 Federal Pass-Thru State

Expenditures

\$389,975 Fund: 209 IO: 1900668 G/L: 530550 Contracted Services

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon receipt of \$389,975 in funds from the Virginia Department of Housing and Community Development

**SUB-GRANT AGREEMENT
HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS PROGRAM
U.S. Department of Housing and Urban Development**

**HOPWA- Project 26-HW-303
(September 24th, 2025 – September 24, 2026)**

This Sub-grant Agreement is made by and between the **Virginia Department of Housing and Community Development (DHCD)** and the project sponsor, **City of Charlottesville (Sub-grantee)**. The Sub-grant, which is the subject of this Agreement, is authorized by the Governor of the Commonwealth under a Grant Agreement, executed by and between the U.S. Department of Housing and Urban Development (HUD), and the State of Virginia, the Recipient.

The Sub-grantee was identified as part of the community’s emergency response system to homelessness in the 2024-2026 Homeless and Special Needs Housing (HSNH) Housing Opportunities for Persons With AIDS (HOPWA) application submitted by the lead agency (or designee) of the continuum of care (CoC) or balance of state local planning group (LPG). Activities funded through this grant will be provided at the Grantee location(s) identified in DHCD’s Centralized Application Management System (CAMS).

The sub-grant is comprised of an allocation from the United States Department of Housing and Urban Development (HUD) authorized under the Housing Opportunities for Persons With AIDS Grant during federal fiscal year 2025 (Grant No. VAH25F999; Catalog of Federal Domestic Assistance (CFDA) number is 14.241) as further outlined in Appendix A of this agreement. This Agreement is subject to the terms and conditions of the federal HOPWA grant agreement between HUD and DHCD, and the grantee shall comply with all applicable federal statutes, regulations, notices, and guidance governing the Housing Opportunities for Persons With AIDS (HOPWA) program, including but not limited to AIDS Housing Opportunity Act, 42 USC Sec. 12901 et. seq. (the Act); the Housing Opportunities for Persons With AIDS (HOPWA) program rule, 24 CFR 50 and 574 as amended; and the Consolidated Plan rule, 24 CFR 91 as amended; all of which are incorporated herein as part of this Agreement. In addition, this sub-grant is subject to any subsequent amendments or grant addenda, the CoC/LPG proposal as amended through negotiations with DHCD, the DHCD approved Grantee budget, all of which are incorporated by reference into this Agreement, as well as the applicable laws of the Commonwealth of Virginia and federal law.

I. Scope of Services

Funding provided through this sub-grant must be used for eligible HOPWA activities as defined in 24 CFR 574 and as outlined in the 2024–2026 HSNH Program Guidelines. The Sub-grantee must follow the DHCD-approved budget and all applicable cost category limits.

HOPWA Cost Category Limits *	
Cost Category	Limits as Percentage of Total Award
Administration	7 percent or less
Housing Information Services	3 percent or less
<i>* See guidelines for details related to cost categories.</i>	

II. Conditions

A. Service Provision

Sub-grantee is responsible for coordination of HSNH HOPWA activities with other HSNH HOPWA Sub-grantees and mainstream resources. Sub-grantee must assure non-duplication of services with other HSNH HOPWA Sub-grantees.

B. Disbursement of Funds

DHCD agrees to provide **\$389,975** to the Sub-grantee to undertake the approved project activities described in the Sub-grantee 2024-2026 Homeless and Special Needs Housing - Housing Opportunities for Persons With AIDS (HOPWA) application for the **September 24th, 2025 – September 24, 2026** program years. The Sub-grantee must submit, for approval by DHCD, a program budget for the 2025 allocation. Funds must be expended per the approved budget. The Sub-grantee agrees to provide HOPWA funds to non-entitlement localities and to coordinate the provision of services with other HOPWA project sponsors.

Funds are disbursed on a reimbursement basis. Sub-grantees must be able to provide documentation that the work, services, or cost occurred within the grant period and the expenses were paid appropriately by the Sub-grantee. Program funds shall be disbursed to the Sub-grantee on a monthly or bi-monthly reimbursement schedule determined by the Sub-grantee. The option selected should be adhered to throughout the year. Supporting documentation must clearly indicate the period for which the reimbursement is requested.

The Sub-grantee must request approval from DHCD for all changes which affect the scope of the project, including but not limited to addition or deletion of an activity, location of services, service area, objectives, timing of activity, and expenditures that will exceed the budget cost category.

DHCD reserves the right to de-obligate and reallocate funds at any point during the contract term.

C. Reporting

Sub-grantees must submit reports as required by DHCD. Such reports may include, but are not limited to, outcomes and performance reports. Any required reports and their due dates will be announced by DHCD along with any relevant instruction. Submission of reports implies approval from the executive director and is considered final. DHCD reserves the right to withhold reimbursement payments if the Sub-grantee fails to submit the reports.

Year-End Report

Year-end reports must be submitted as instructed by DHCD. No future funds will be disbursed until all required reports for the previous fiscal year are submitted to DHCD.

D. Continuum of Care Participation

Sub-grantees must actively participate in the Homeless Management Information System or comparable system (as defined in the HSNH-HOPWA Guidelines) and regional continuum of care or balance of state local planning groups.

E. Accounting

The Sub-grantee must adhere to Generally Accepted Accounting Principles

(GAAP). The Sub-grantee shall establish and maintain separate accounts within its existing accounting system or set up accounts independently. The Sub-grantee shall record in its accounting system all grant payments received pursuant to the grant and all other match funds provided for, accruing to, or otherwise received on account of the grant.

All costs charged to the grant shall be supported by properly executed payrolls, timesheets, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, contracts, vouchers, or other accounting documents pertaining in whole or in part to the grant shall be clearly identified, readily accessible, and separate and distinct from all other such documents. Such documents shall reside at the offices of the sub-grantee.

F. DHCD Notification

Sub-grantee must notify DHCD of any potentially illegal act, such as misuse of grant funds or fair housing violations, immediately upon knowledge of such act. In addition, sub-grantee must notify DHCD should any other local, federal or state agency uncover evidence of any potentially illegal act.

Sub-grantee must notify DHCD if there is a change in agency management and/or fiscal personnel. Failure to do so will constitute a finding and may result in repayment of funds by the sub-grantee, the de-obligation of current funding and the preclusion of future funding.

G. Audit

All grantees, sub-grantees, CHDOs, localities, developers, or any other organizations that receive funding during a program year and/or have projects in progress are required to submit financial statements to DHCD.

Required statements are as follows: Financial Statement(s)**, Reviewed Financial Statement(s) that have been reviewed by an Independent CPA, Financial Statement(s) that have been audited by an Independent CPA or an audit required by the Code of Federal Regulations (CFR), (2 CFR 200 Subpart F), audited by an independent CPA. Please see the table below to determine which documents your organization is required to submit.

If the entity expends awards under only one DHCD program and the program's statutes or regulations, or terms and conditions of the award do not require a financial statement audit, the entity may elect to have a program-specific audit conducted.

The threshold requirements outlined below are the minimal standards required by DHCD.

Threshold Requirement - The threshold requirements outlined below are the minimal standards required by DHCD.	Document
Total annual expenditures < \$350,000 (Regardless of source)	Financial Statement(s) prepared by organization**

Total annual expenditures > \$350,000 (Regardless of source)	Reviewed Financial Statement(s) – Reviewed by an Independent CPA
Total annual expenditures > \$550,000 (Regardless of source)	Financial Statement(s) – Audited by an Independent CPA
Federal expenditures > \$1,000,000	2 CFR 200 Subpart F Audit – Audited by an Independent CPA

**Does not require preparation by a CPA

Submission Requirements

Required financial statements/audit must be submitted yearly, within nine (9) months after the end of your fiscal year or 30 (thirty) days after it has been accepted (reviewed financial statement(s), audited financial statements, and 2 CFR 200 Subpart F audit only) - whichever comes first. Entities must electronically submit their financial statement(s), reviewed financial statements, audited financial statements, 2 CFR 200 Subpart F audit, or program specific audit in DHCD’s Centralized Application and Management System (CAMS) which requires the organization to register in CAMS at <https://dmz1.dhcd.virginia.gov/camsportal/Login.aspx>.

Entities are required to have a DHCD reviewed and approved current audit or reviewed financial statement(s) in order to submit a remittance request.

The full DHCD Audit Policy, including explanation of the specific document requirements can be found online at: <https://www.dhcd.virginia.gov/sites/default/files/Docx/audit-policy/dhcd-audit-policy.pdf>

H. Suspension and Debarment

Non-Federal entities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, [2 CFR part 180](#). The regulations in [2 CFR part 180](#) restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

(a) IPAs debarred from providing audit services for all recipients are prohibited from soliciting or entering into any new contracts for audit services with recipients for the duration of the specified period of debarment. Recipients shall not knowingly award contracts to, extend or modify existing contracts with, or solicit proposals from, such IPAs. Debarred IPAs also are prohibited from providing audit services to recipients as agents or representatives of other IPAs.

(b) IPAs debarred from providing audit services for one or more specific recipient(s) are prohibited from soliciting or entering into any new contracts for audit services with such recipient(s) for the duration of the period of debarment as determined pursuant to this part. The affected recipient(s) shall not knowingly award contracts to, extend or modify existing contracts with, or solicit proposals from, such IPAs. Debarred IPAs also are

prohibited from providing audit services to the affected recipient(s) as agents or representatives of other IPAs, and are required to provide prior written notice to the debarring official before providing such services to other recipients. Debarred IPAs also must provide prior written notice of the debarment to any recipient for which the IPA provides audit services.

I. Compliance

Sub-grantees with outstanding audit findings, IRS findings, DHCD monitoring findings or other compliance issues are not eligible to receive allocations. DHCD will work with all interested parties toward the resolution of unresolved matters, where appropriate.

J. Maintenance of Records

Records shall be readily accessible to DHCD, appropriate state and federal agencies, and the general public during the course of the grant agreement and shall remain intact and accessible for five years thereafter. The exception is in the event that any litigation claim or audit is started before expiration of the five year period, the records shall be retained until such action is resolved.

K. Costs Incurred Prior To Grant Agreement Execution

No costs incurred prior to the start date of the contract period shall be eligible for reimbursement with grant funds, unless incurred costs are authorized in writing by DHCD.

L. State Not Liable

The Grantee shall hold harmless the Commonwealth of Virginia, DHCD, its agents and employees from any and all claims and demands based upon or arising out of any action by the Grantee, its employees, agents or contractors.

M. Expenditure Review

DHCD will monitor expenditure rates to ensure resources are maximized. Failure to expend funds proportionately throughout the contract period may result in the de-obligation of funds. DHCD reserves the right to de-obligate funds at any time during the contract period and reallocate as deemed appropriate within the CoC/LPG or statewide based on compliance, performance, need and available funding.

N. Termination, Suspension, Conditions

This Sub-grantee Agreement shall remain in effect from the date of the signing of the grant agreement until September 24, 2026. Either party shall have the right to cancel this agreement for any reason with a 30 days written notice.

If through any cause, the Sub-grantee fails to comply with the terms, conditions or requirements of the contract documents, DHCD may terminate or suspend this Agreement by giving written notice of the same and specifying the effective date termination or suspension at least five (5) days prior to such action.

In the case of contract violation by the Sub-grantee, DHCD may request that all or some of the grant funds be returned, even if the Sub-grantee has already expended the funds. The Sub-grantee agrees to return such funds as requested by DHCD within 30 days of the written request.

O. Subsequent Contracts

The Sub-grantee shall remain fully obligated under the provisions of the Grant Agreement notwithstanding its designation of any subsequent or third parties for the undertaking of all or part of the activities for which the Grant assistance is being provided to the Sub-grantee.

The Sub-grantee agrees to ensure that any contractor or subcontractor who is not the Sub-grantee shall comply with all the lawful requirements of the Sub-grantee necessary to insure that the project for which this assistance is being provided under this Agreement are carried out in accordance with the Sub-Grantee's Assurances and Certifications.

P. Default

A default is any unapproved use of grant funds. Upon due notice to the Sub-grantee of the occurrence of any such default and the provision of a reasonable opportunity to respond, DHCD may take one or more of the following actions:

(1) direct the Sub-grantee to submit progress schedules for completing approved activities;

(2) issue a letter of warning advising the Sub-grantee of the default, establishing a date by which corrective actions must be completed and putting the Sub-grantee on notice that more serious actions will be taken if the default is not corrected or is repeated;

(3) direct the Sub-grantee to suspend, discontinue or not incur costs for the affected activity;

(4) require the Sub-grantee to reimburse DHCD for costs inappropriately charged to the program;

(5) other appropriate action including, but not limited to, any remedial action legally available, such as affirmative litigation seeking declaratory judgment, specific performance, damages, temporary or permanent injunctions and any other available remedies.

No delay or omissions by DHCD in exercising any right or remedy available to it under the Agreement shall impair any such right to remedy or constitute a waiver or acquiescence in any Sub-grantee default.

Q. Conflict of Interest

Sub-grantees shall ensure that the provision of any type or amount of assistance may not be conditional on an individual's or family's acceptance or occupancy of housing owned by the sub-grantee, a parent organization, or subsidiary. Sub-grantees, parent organizations, or subsidiaries may not administer HOPWA assistance and use the assistance for households residing in units owned by the Sub-grantee, parent organization, or subsidiary.

Individuals (employees, agents, consultants, officers, or elected or appointed officials of the sub-grantee) may not both participate in decision-making related to determining eligibility and receive any financial benefit. This financial benefit may not be received by the specific individual, any member of his/her immediate family or a business interest. The restriction applies throughout tenure in the position and for a one-year period following tenure.

R. Religious Influence

The Grantee may not engage in inherently religious activities, such as worship, religious instruction, or proselytization as part of the programs or services funded under HOPWA. If an organization conducts these activities, then they must be offered separately, in time or location, from the programs or services funded under HOPWA and participation must be voluntary for program participants.

III. Additional Assurances

- A. Sub-grantee will give the Virginia Department of Housing and Community Development, the Comptroller, HUD and any other authorized state or federal representatives access to and the right to examine all records, books, papers, or documents related to the Grant.

- B. In accordance with federal law, sub-grantee will provide that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin, in any phases of employment or in any phase of service delivery.

IV. Additional Certifications:

The Grantee certifies that it will comply with the following:

- i. Freedom of Information Act (5 U.S.C 552) and Virginia Freedom of Information Act;

- ii. Virginia Fair Employment Contracting Act;

- iii. Fair Housing Act (42 U.S.C. 3601-20), and implementing measures under:
 - 24 CFR 100 (discriminatory conduct under Fair Housing Act);
 - Executive Order 11063 and regulations at 24 CFR 107 (preventing discrimination on basis of race, color, creed, or national origin);
 - 24 CFR Part 8 (prohibiting discrimination against handicapped individuals);
 - Title VIII of the Civil Rights Act of 1968, as amended, also known as the Fair Housing Act, prohibits discrimination in housing based on race, color, religion, sex, disability, familial status, or national origin.

- iv. The Violence Against Women Act (VAWA), Title IV of the Violent Crime Control and Law Enforcement Act of 1994 and implementing the regulations at:
 - 28 CFR 90 Violence Against Women

- v. Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and implementing regulations at:
 - 24 CFR 146 (nondiscrimination on basis of age in HUD programs);
 - Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);

- vi. 24 CFR 574.320 (Federal rent standards for rental assistance, requiring rents to be charged no greater than appropriate Fair Market Rent levels);

- vii. 24 CFR Part 35 (Federal lead-based paint provisions, requiring visual inspections and stabilization of paint before commencement of occupancy);

- viii. Encourage participation of locally-owned enterprises in connection with funded activities;
- ix. McKinney-Vento Homeless Assistance Program Regulations;
- x. Anti-lobbying Certification;
- xi. Drug Free Workplace

The Sub-grant Agreement is hereby executed by the parties on the date set forth below their respective signatures as follows:

Virginia Department of Housing and Community Development

Sandra Powell, Senior Deputy Director

Date

City of Charlottesville

Signature

Name (printed or typed)

Title

Date

Appendix A – Excerpts from VAH25F999 FEDERAL AWARD AGREEMENT, 14.241, HOPWA, FY 2025

DocuSign Envelope ID: 895D75FF-F981-4733-A6A7-53A0E2BA3E6F

U.S. Department of Housing and Urban Development — Federal Award Agreement

B. Terms and Conditions

1. **General terms and requirements.** The Recipient must comply with all applicable federal laws, regulations, and requirements, unless otherwise provided through HUD's formal waiver authorities. This agreement, including any attachments and addenda, may only be amended in writing executed by parties to this agreement and any addenda.
2. **Administrative requirements.** The Recipient must comply with the following requirement(s) if checked below:
 - The administrative requirements in the HUD General Administrative, National, and Departmental Policy Requirements and Terms for HUD's Financial Assistance Programs 2025, as indicated in the relevant NOFO, apply to this agreement.
 - The grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Unique Entity Identifier (UEI); the System for Award Management (SAM.gov.); the Federal Funding Accountability and Transparency Act as provided in 2 C.F.R. part 25, Universal Identifier and General Contractor Registration; and 2 C.F.R. part 170, Reporting Subaward and Executive Compensation Information.
3. **Applicability of 2 C.F.R. part 200.**
 - The Recipient must comply with the applicable requirements at 2 C.F.R. part 200, as may be amended from time to time. If any previous or future amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.
 - The Recipient must comply with the applicable requirements at 2 C.F.R. part 200. If any previous amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.
4. **Future budget periods.** If the period of performance spans multiple budget periods, subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the Federal award.
5. **Indirect Cost Rate.** If the Recipient intends to use a negotiated or de minimis rate for indirect costs, the Recipient must submit an Indirect Cost Rate form to HUD, either with its application using HUD-426 (competitive grants) or with this agreement using "Addendum #3 "Indirect Cost Rate Schedule" (formula and congressional grants). The submitted form/addendum will be incorporated into and made part of this agreement, provided that the rate information is consistent with the applicable requirements under 2 C.F.R. § 200.414. If there is any change in the Recipient's indirect cost rate, it must immediately notify HUD and execute an amendment to this agreement to reflect the change if necessary.
6. **Recipient integrity and performance matters.** If the Federal share of this award is more than \$500,000 over the period of performance (box 6), the terms and conditions in 2 C.F.R. part 200 Appendix XII apply to this agreement.
7. **Recordkeeping and Access to Records.** The Recipient hereby agrees to maintain complete and accurate books of account for this award and award activities in such a manner as to permit the preparation of statements and reports in accordance with HUD requirements, and to permit timely and effective audit. The Recipient agrees to furnish HUD such financial and project reports, records, statements, subrecipient data, and documents at such times, in such form, and accompanied by such reporting data as required by HUD. HUD and its duly authorized representative shall have full and free access to all Recipient offices and facilities, and to all books, documents, and records of the Recipient relevant to the administration, receipt, and use of this award and award activities, including the right to audit and make copies. The Recipient agrees to maintain records that identify the source and application of funds, including relevant subrecipient data, in such a manner as to allow HUD to determine that all funds are and have been expended in accordance with program requirements and in a manner consistent with applicable law.

U.S. Department of Housing and Urban Development — Federal Award Agreement

Further, the Recipient hereby acknowledges that HUD is in the process of implementing new grants management and reporting tools, which will be made available for the Recipient's use in the future. The Recipient agrees to report on grant performance and financial activities (including vendor and cash disbursement supporting details for the Recipient and its subrecipients) using these new tools when they are released. HUD will work with the Recipient to support the Recipient's transition to this new reporting environment. Once implemented, timely reporting in this new environment will be mandatory. HUD reserves the right to exercise all of its available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include, without limitation, requiring 100% review, suspension of disbursements, and all other legally available remedies, to the furthest extent permitted by law, as amended.

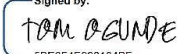
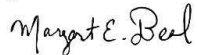
8. **Noncompliance.** If the Recipient fails to comply with the provisions of this agreement, HUD may take one or more of the actions provided in program statutes, regulations or 2 C.F.R. § 200.339, as applicable. Nothing in this agreement shall limit any remedies otherwise available to HUD in the case of noncompliance by the Recipient. No delay or omissions by HUD in exercising any right or remedy available to it under this agreement shall impair any such right or remedy or constitute a waiver of or acquiescence in any Recipient noncompliance.
9. **Termination provisions.** Unless superseded by program statutes, regulations or NOFOs, the termination provisions in 2 C.F.R. § 200.340 apply.
10. **Build America, Buy America.** The Recipient must comply with the requirements of the Build America, Buy America (BABA) Act, 41 U.S.C. § 8301 note, and all applicable rules and notices, as may be amended, if applicable. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 Fed. Reg. 17001), BABA requirements apply to any infrastructure projects HUD has obligated funds for after the effective dates, unless excepted by a waiver.
11. **Waste, Fraud, Abuse, and Whistleblower Protections.** Any person who becomes aware of the existence or apparent existence of fraud, waste, or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). Allegations of fraud, waste, and abuse related to HUD programs can be reported to the HUD OIG hotline via phone at 1-800-347-3735 or online hotline form. The Recipient must comply with 41 U.S.C. § 4712, which includes informing employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, recipient, and subrecipient—as well as a personal services contractor—who make a protected disclosure about a Federal award or contract cannot be discharged, demoted, or otherwise discriminated against if they reasonably believe the information they disclose is evidence of (1) gross mismanagement of a Federal contract or award; (2) waste of Federal funds; (3) abuse of authority relating to a Federal contract or award; (4) substantial and specific danger to public health and safety; or (5) violations of law, rule, or regulation related to a Federal contract or award.
12. **Third-Party Claims.** Nothing in this agreement shall be construed as creating or justifying any claim against the federal government or the Recipient by any third party.
13. **Rule of Construction and No Construction Against Drafter.** Notwithstanding anything contained in this agreement, the terms and conditions hereof are to be construed to have full and expansive effect in both interpretation and application, and the parties agree that the principle of interpretation that holds that ambiguities in terms or conditions are construed against the drafter shall not apply in interpreting this agreement.

C. Federal Award Performance Goals

The Recipient must meet any applicable performance goals, indicators, targets, and baseline data as required by applicable program requirements.

D. Specific Terms and Conditions Not applicable Attached

U.S. Department of Housing and Urban Development — Federal Award Agreement

For the U.S. Department of HUD (name and title of authorized official) TOM OGUNDE Acting CPD Director	Signature <small>Signed by:</small>  <small>625654523810485</small>	Date/ Federal Award Date 9/24/2025
For the Recipient (name and title of authorized official) Maggie Beal, Director	Signature 	Date 09/22/2025

U.S. Department of Housing and Urban Development — Federal Award Agreement

ADDENDUM 1. POLICY REQUIREMENTS

If applicable:

1. The Recipient shall not use grant funds to promote “gender ideology,” as defined in Executive Order (E.O.) 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;
2. The Recipient agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government’s payment decisions for purposes of section 3729(b)(4) of title 31, United States Code;
3. The Recipient certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;
4. The Recipient shall not use any grant funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and that,
5. Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.
6. The Recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended ([8 U.S.C. 1601-1646](#)) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, [Executive Order 14218](#), or other Executive Orders or immigration laws.
7. No state or unit of general local government that receives funding under this grant may use that funding in a manner that by design or effect facilitates the subsidization or promotion of illegal immigration or shields illegal aliens from deportation, including by maintaining policies or practices that materially impede enforcement of federal immigration statutes and regulations.
8. The Recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.
9. Faith-based organizations may be subrecipients for funds on the same basis as any other organization. Recipients may not, in the selection of subrecipients, discriminate against an organization based on the organization’s religious character, affiliation, or exercise.

U.S. Department of Housing and Urban Development — Federal Award Agreement

ADDENDUM 2. PROGRAM-SPECIFIC REQUIREMENTS

Assistance Listing 14.241, Housing Opportunities for Persons With AIDS (HOPWA) Program

1. *Pre-Award Costs.* The funds may be used for costs incurred before the period of performance/budget period under the conditions specified in HUD Notice CPD-25-02 or another prior written approval by HUD; or if the Recipient is not covered by Notice CPD-25-02, under the condition that the costs are otherwise allowable and were incurred on or after the date HUD received the Recipient's Consolidated Plan submission, the Recipient's program year start date, or 90 calendar days before the period of performance start date in **Box 6** (whichever is latest).
2. *Scope and Requirements.* The Recipient and each project sponsor that receives grant funds must (1) comply with the HOPWA regulations, other applicable HUD regulations, and such other terms and conditions as HUD may establish for purposes of carrying out HOPWA activities in an effective and efficient manner; (2) conduct an ongoing assessment of the housing assistance and supportive services required by the participants in HOPWA activities; (3) assure the adequate provision of supportive services to the participants in HOPWA activities; (4) cooperate and coordinate in providing assistance under HOPWA with the relevant state- and local-government agencies responsible for services for eligible persons in the area served by the Recipient and with other public and private organizations and agencies providing services for eligible persons; (5) prohibit any fee, except rent, from being charged of any eligible person for any housing or services provided with grant funds; (6) ensure the confidentiality of the name of any individual assisted through HOPWA activities and any other information regarding individuals receiving assistance with grant funds; and (7) maintain and make available to HUD for inspection financial records sufficient, in HUD's determination, to ensure proper accounting and disbursing of grant funds.
3. *Project Sponsors.* The Recipient may only provide grant funds to project sponsors pursuant to legally binding agreements that contain the provisions required by 2 C.F.R. § 200.332(a) and state each commitment to which the project sponsor must agree under 24 C.F.R. § 574.500(b)(1)-(4).
4. *Funds Drawdown and Reconciliation.* Not less than once every 90 calendar days, starting from the period of performance start date, the Recipient must draw down grant funds for allowable costs and in accordance with 2 C.F.R. §§ 200.305 and 200.403 and reconcile its accounting records with the financial data reported to HUD through the Integrated Disbursement and Information System ("IDIS") in accordance with 2 C.F.R. §§ 200.302 and 200.303. The Recipient must comply with HUD instructions regarding use of and reporting in IDIS or its successor.
5. *Performance Reporting.* The Recipient must submit a Consolidated Annual Performance and Evaluation Report (CAPER) in accordance with 24 C.F.R. §§ 91.520 and 574.520(a), the SF-425 in accordance with 2 C.F.R. 200.328(a), and provide the HOPWA information using form HUD-4155.
6. *Eligibility Records.* The Recipient must update client eligibility records no less than annually.
7. *Program Income.* Program income may be treated as an addition to the grant funds, provided that the Recipient uses that income for allowable costs under this grant agreement.
8. *Environmental Review.* If Recipient is a State or Unit of General Local Government and is the responsible entity pursuant to 24 C.F.R. part 58, the Recipient agrees to assume the responsibility

U.S. Department of Housing and Urban Development — Federal Award Agreement

for environmental review, decision-making, and action that would otherwise apply to HUD in accordance with 24 C.F.R. §§ 58.4 and 574.510. If Recipient is a State and distributes funds to a unit of general local government, the Recipient must require the unit of general local government to assume that responsibility and must comply with the state's responsibilities under 24 C.F.R. 58.4.

9. *Default.* A default shall occur when the Recipient fails to comply with the provisions of this agreement. In the event of a default, HUD may take one or more of the actions provided in 2 C.F.R. § 200.339 after providing the Recipient with an opportunity for informal consultation in accordance with 24 C.F.R. § 574.500(c). Nothing in this Grant Agreement shall limit any remedies otherwise available to HUD in the case of a default by the Recipient. No delay or omissions by HUD in exercising any right or remedy available to it under this Grant Agreement shall impair any such right or remedy or constitute a waiver or acquiescence in any Recipient default.
10. *Closeout.* This grant will be closed out as provided by 2 C.F.R. § 200.344 and Notice CPD-23-04, unless otherwise provided by a subsequent regulation or HUD notice.
11. *Deobligation.* To the extent authorized by applicable law, HUD may, by its execution of an amendment, deobligate funds under this Grant Agreement without the Recipient's execution of the amendment or other consent.

Policy Briefing Summary

City Council



Regarding:	Resolution to appropriate \$98,484 from the Virginia Department of Housing and Community Development, Virginia Homeless Solutions Program Grant 26-VHSP FED RRH- 37 (2nd reading)
Staff Contact(s):	Taylor Harvey-Ryan, Grants Program Manager
Presenter:	Taylor Harvey-Ryan, Grants Program Manager
Date of Proposed Action:	May 18, 2026

Issue

The City of Charlottesville has been awarded a V.H.S.P. grant in the amount of \$98,484 from DHCD.

Background / Rule

The Office of Budget and Grants Management in coordination with the Blue Ridge Area Coalition for the Homeless (B.R.A.C.H.) received a grant from the Virginia Department of Housing and Community Development (DHCD). The Virginia Housing Solutions Program Federal Rapid Re-housing award is \$98,484 and funds to be expended between September 24, 2025 and September 24, 2026. We received notice of the award on February 17, 2026.

Analysis

The City of Charlottesville has staff from the Office of Budget and Grants Management and the Department of Human Services serving on the B.R.A.C.H. Board of Directors. Virginia Homeless Solutions Program (V.H.S.P.) is an important resource in our community's efforts to end homelessness. The grant provides services for Rapid Re-Housing in which The Haven screens and administers rapid re-housing assistance and housing navigation to households experiencing homelessness. The grant is part of a larger program of V.H.S.P. funds that provide several services across the continuum and was appropriated last year.

Financial Impact

This grant will be entirely Federal pass-through funds. No local match is required from the City of Charlottesville. There is no budget impact for the City of Charlottesville. All funds will be distributed to sub-recipients for service provision.

Recommendation

Staff recommends the acceptance of the grant funds and the execution of the grant agreement.

Recommended Motion (if Applicable)

I move to approve the resolution appropriating \$98,484 from the Virginia Department of Housing and Community Development for the Virginia Homeless Solutions Program- Federal Rapid Rehousing grant. 63

Attachments

1. FY 26 Federal RRH Resolution
2. City of Charlottesville VHSP Fed RRH Grant Agreement

RESOLUTION APPROPRIATING FUNDS

**Virginia Homeless Solutions Program Federal Rapid Re-housing (VHSP Fed RRH) Grant
\$98,484**

WHEREAS, The City of Charlottesville, through the Office of Budget and Grants Management, has received the VHSP Fed RRH Grant from the Virginia Department of Housing and Community Development in the amount of \$98,484;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the sum of \$98,484 is hereby appropriated in the following manner:

Revenues

\$98,484 Fund: 209 IO: 1900669 G/L: 430120 Federal Pass-Thru State

Expenditures

\$98,484 Fund: 209 IO: 1900669 G/L: 530550 Contracted Services

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon receipt of \$98,484 in funds from the Virginia Department of Housing and Community Development

**GRANT AGREEMENT
 VIRGINIA HOMELESS SOLUTIONS PROGRAM
 Federal Rapid Re-housing
 Program Year 2025-2026**

26-VHSP FED RRH-37

This Grant Agreement is made by and between the **Virginia Department of Housing and Community Development (“DHCD”)**, and **City of Charlottesville (“Grantee”)** for the period **September 24th, 2025 – September 24th, 2026** in the amount of **\$98,484** in Emergency Solutions Grants funds to be expended for rapid re-housing activities as indicated in the DHCD Continuum of Care (CoC) Year One Funding Request. Rapid re-housing activities are to be divided according to the chart below.

Rapid Re-housing	Allocation	Performance Period
Federal Rapid Re-housing	\$98,484	September 24th, 2025 – September 24th, 2026

The Grantee was identified as part of the community’s emergency response system to homelessness in the 2024-2026 Homeless and Special Needs Housing (HSNH) Virginia Homeless Solutions Program (VHSP) application submitted by the lead agency (or designee) of the Continuum of Care (CoC) or Virginia Balance of State Local Planning Group (LPG). Activities funded through this grant will be provided at the Grantee location(s) identified in DHCD’s Centralized Application Management System (CAMS).

DHCD administers the Commonwealth of Virginia’s homeless services resources through the VHSP. This Grant Agreement is comprised of an allocation from the United States Department of Housing and Urban Development (HUD) authorized under the Emergency Solutions Grant for federal fiscal year 2026; the federal grant number is (E25DC510001 (please see appendix A for further detail) and the Catalog of Federal Domestic Assistance (CFDA) number is 14.231. This Agreement is subject to the terms and conditions of the federal ESG grant agreement between HUD and DHCD, and the grantee shall comply with all applicable federal statutes, regulations, notices, and guidance governing the Emergency Solutions Grants Program, including but not limited to 24 CFR Part 576 and 2 CFR Part 200. In addition, this grant is subject to any subsequent amendments or grant addenda, the CoC/LPG proposal as amended through negotiations with DHCD, the DHCD approved Grantee budget, all of which are incorporated by reference into this Agreement, as well as the applicable laws of the Commonwealth of Virginia and federal law.

I. Scope of Services

The VHSP goals are to assist households experiencing homelessness to quickly regain stability in permanent housing and to prevent households from becoming homeless. This funding will support coordinated community-based activities that are designed to reduce the overall length of homelessness in the community, the number of households becoming homeless, and the overall rate of formerly homeless households returning to homelessness.

VHSP funds may be used for one or more of the following activities as detailed in the 24 CFR Part 576.104 and must coincide with the year one request submitted by the CoC/LPG lead agency and approved by DHCD:

- Rapid Re-housing

II. Conditions

A. Service Provision

The Grantee is responsible for coordination of VHSP activities with other CoC/LPG VHSP Grantees and mainstream resources. The Grantee must assure non-duplication of services with other VHSP Grantees.

B. Reimbursement

Funds are disbursed on a reimbursement basis. Grantees must submit remittances in DHCD’s CAMS and be able to provide documentation that the work, services, or cost occurred within the grant period and the expenses were paid appropriately by the Grantee.

Grantees may elect to submit remittances on a monthly or bi-monthly basis. The option selected should be adhered to throughout the year. Supporting documentation must clearly indicate the period for which the reimbursement is requested.

Payment Period	Remittance Submission Timeframe
September 24-30, 2025	October 1-31, 2025
October 1-31, 2025	November 1-30, 2025
November 1-30, 2025	December 1-31, 2025
December 1-31, 2025	January 1-31, 2026
January 1-31, 2026	February 1-28, 2026
February 1-28, 2026	March 1-31, 2026
March 1-31, 2026	April 1-30, 2026
April 1-30, 2026	May 1-31, 2026
May 1-31, 2026	June 1-30, 2026
June 1-30, 2026	July 1-31, 2026
July 1-31, 2026	August 1-31, 2026
August 1-31, 2026	September 1-30, 2026
September 1-23, 2026	October 1-30, 2026

C. Reporting

Grantees must submit reports as required by DHCD. Such reports may include, but are not limited to, outcomes and performance reports. Any required reports and their due dates will be announced by DHCD along with any relevant instruction. Submission of reports implies approval from the executive director and is considered final. DHCD reserves the right to withhold reimbursement payments if the Grantee fails to submit the reports.

Year-End Report

The Grantee must submit a year-end report. The data elements and due date of the report will be communicated once it has been identified by DHCD.

D. Continuum of Care Participation

Grantees must actively participate in the Homeless Management Information System (HMIS) and regional Continuum of Care or Balance of State Local Planning Groups. In addition, Grantees must assure full participation in annual point-in-time and housing inventory counts.

E. Accounting

The Grantee must adhere to Generally Accepted Accounting Principles (GAAP). The Grantee shall establish and maintain separate accounts within its existing accounting system or set up accounts independently. The Grantee shall record in its accounting system all grant payments received pursuant to the grant and all other match funds provided for, accruing to, or otherwise received on account of the grant.

All costs charged to the grant shall be supported by properly executed payrolls, timesheets, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, contracts, vouchers, or other accounting documents pertaining in whole or in part to the grant shall be clearly identified, readily accessible, and separate and distinct from all other such documents. Such documents shall reside at the offices of the grantee.

F. DHCD Notification

Grantee must notify DHCD of any potentially illegal act, such as misuse of grant funds or fair housing violations, immediately upon knowledge of such act. In addition, Grantee must notify DHCD should any other local, federal or state agency uncover evidence of any potentially illegal act.

Grantee must notify DHCD if there is a change in agency management and/or fiscal personnel. Failure to do so will constitute a finding and may result in repayment of funds by the Grantee, the de-obligation of current funding and the preclusion of future funding.

G. Audit

All grantees, sub-grantees, CHDOs, localities, developers, or any other organizations that receive funding during a program year and/or have projects in progress are required to submit financial statements to DHCD.

Required statements are as follows: Financial Statement(s)**, Reviewed Financial Statement(s) that have been reviewed by an Independent CPA, Financial Statement(s) that have been audited by an Independent CPA or an audit required by the Code of Federal Regulations (CFR), (2 CFR 200 Subpart F), audited by an independent CPA. Please see the table below to determine which documents your organization is required to submit.

If the entity expends awards under only one DHCD program and the program's statutes or regulations, or terms and conditions of the award do not require a financial statement audit, the entity may elect to have a program-specific audit conducted.

The threshold requirements outlined below are the minimal standards required by DHCD.

Threshold Requirement - The threshold requirements outlined below are the minimal standards required by DHCD.	Document
Total annual expenditures < \$350,000 (Regardless of source)	Financial Statement(s) prepared by organization**
Total annual expenditures > \$350,000 (Regardless of source)	Reviewed Financial Statement(s) – Reviewed by an Independent CPA
Total annual expenditures > \$550,000 (Regardless of source)	Financial Statement(s) – Audited by an Independent CPA
Federal expenditures > \$1,000,000	2 CFR 200 Subpart F Audit – Audited by an Independent CPA

**Does not require preparation by a CPA

Submission Requirements

Required financial statements/audit must be submitted yearly, within nine (9) months after the end of your fiscal year or 30 (thirty) days after it has been accepted (reviewed financial statement(s), audited financial statements, and 2 CFR 200 Subpart F audit only) - whichever comes first. Entities must electronically submit their financial statement(s), reviewed financial statements, audited financial statements, 2 CFR 200 Subpart F audit, or program specific audit in DHCD’s Centralized Application and Management System (CAMS) which requires the organization to register in CAMS at <https://dmz1.dhcd.virginia.gov/camsportal/Login.aspx>.

Entities are required to have a DHCD reviewed and approved current audit or reviewed financial statement(s) in order to submit a remittance request.

The full DHCD Audit Policy, including explanation of the specific document requirements can be found online at: <https://www.dhcd.virginia.gov/sites/default/files/Docx/audit-policy/dhcd-audit-policy.pdf>

H. Suspension and Debarment

Non-Federal entities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, [2 CFR part 180](#). The regulations in [2 CFR part 180](#) restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

- (a) Independent Public Accountants (IPAs) debarred from providing audit services for all recipients are prohibited from soliciting or entering into any new contracts for audit services with recipients for the duration of the specified period of debarment. Recipients shall not knowingly award contracts to, extend or modify existing contracts with, or solicit proposals from, such IPAs. Debarred IPAs also are prohibited from providing audit services to recipients as agents or representatives of other IPAs.
- (b) IPAs debarred from providing audit services for one or more specific recipient(s) are prohibited from soliciting or entering into any new contracts for audit services with such recipient(s) for the duration of the period of debarment as determined pursuant to this part. The affected recipient(s) shall not knowingly award contracts to, extend or modify existing contracts with, or solicit proposals from, such IPAs. Debarred IPAs also are prohibited from providing audit services to the affected recipient(s) as agents or representatives of other IPAs, and are required to provide prior written notice to the debarring official before providing such services to other recipients. Debarred IPAs also must provide prior written notice of the debarment to any recipient for which the IPA provides audit

I. Compliance

Grantees with outstanding audit findings, IRS findings, DHCD monitoring findings or other compliance issues are not eligible to receive allocations. DHCD will work with all interested parties toward the resolution of unresolved matters, where appropriate.

J. Maintenance of Records

Records shall be readily accessible to DHCD, appropriate state and federal agencies, and the general public during the course of the grant agreement and shall remain intact and accessible for five years thereafter. The exception is in the event that any litigation claim or audit is started before expiration of the five year period, the records shall be retained until such action is resolved.

K. Costs Incurred Prior To Grant Agreement Execution

No costs incurred prior to the start of the contract period shall be eligible for reimbursement with grant funds, unless incurred costs are authorized in writing by DHCD.

L. Expenditure Review

DHCD will monitor expenditure rates to ensure state resources are maximized. Failure to expend funds proportionately throughout the contract period may result in the de-obligation of funds. DHCD reserves the right to de-obligate funds at any time during the contract period and reallocate as deemed appropriate within the CoC/LPG or statewide based on compliance, performance, need, and available funding.

M. Termination, Suspension, Conditions

If through any cause, the Grantee fails to comply with the terms, conditions or requirements of the contract documents, DHCD may terminate or suspend this

Agreement by giving written notice of the same and specifying the effective date of termination or suspension at least five (5) days prior to such action.

In the case of contract violation by the Grantee, DHCD may request that all or some of the grant funds be returned, even if the Grantee has already expended the funds. The Grantee agrees to return such funds as requested by DHCD within 30 days of the written request.

N. Subsequent Contracts

The Grantee shall remain fully obligated under the provisions of the Grant Agreement notwithstanding its designation of any subsequent or third parties for the undertaking of all or part of the activities for which the Grant assistance is being provided to the Grantee.

The Grantee agrees to ensure that any contractor or subcontractor who is not the Grantee shall comply with all the lawful requirements of the Grantee necessary to ensure that the project for which this assistance is being provided under this Agreement are carried out in accordance with the Grantee's Assurances and Certifications.

O. Default

A default is any unapproved use of grant funds. Upon due notice to the Grantee of the occurrence of any such default and the provision of a reasonable opportunity to respond, DHCD may take one or more of the following actions:

- (1) direct the Grantee to submit progress schedules for completing approved activities;
- (2) issue a letter of warning advising the Grantee of the default, establishing a date by which corrective actions must be completed and putting the Grantee on notice that more serious actions will be taken if the default is not corrected or is repeated;
- (3) direct the Grantee to suspend, discontinue or not incur costs for the affected activity;
- (4) require the Grantee to reimburse DHCD for costs inappropriately charged to the program;
- (5) other appropriate action including , but not limited to, any remedial action legally available, such as affirmative litigation seeking declaratory judgment, specific performance, damages, temporary or permanent injunctions and any other available remedies.

No delay or omissions by DHCD in exercising any right or remedy available to it under the Agreement shall impair any such right to remedy or constitute a waiver or acquiescence in any Grantee default.

P. Conflict of Interest

Grantees shall ensure that the provision of any type or amount of assistance may not be conditional on an individual's or family's acceptance or occupancy of housing owned by the grantee, the sub-grantee, a parent organization, or

subsidiary. Grantees/sub-grantees, parent organizations, or subsidiaries may not administer rapid re-housing or prevention assistance and use the assistance for households residing in units owned by the grantee/sub-grantee, parent organization, or subsidiary.

Individuals (employees, agents, consultants, officers, or elected or appointed officials of the grantee or sub-grantee) may not both participate in decision-making related to determining eligibility and receive any financial benefit. This financial benefit may not be received by the specific individual, any member of his/her immediate family or a business interest. The restriction applies throughout tenure in the position and for a one-year period following tenure.

Q. Religious Influence

The Grantee may not engage in inherently religious activities, such as worship, religious instruction, or proselytization as part of the programs or services funded under VHSP. If an organization conducts these activities, then they must be offered separately, in time or location, from the programs or services funded under VHSP and participation must be voluntary for program participants.

III. Additional Assurances

- A.** Grantee will give the DHCD, the Virginia State Comptroller, HUD and any other authorized state or federal representatives access to and the right to examine all records, books, papers, or documents related to the Grant.
- B.** In accordance with federal law, grantee will provide that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin, in any phases of employment or in any phase of service delivery.

IV. Additional Certifications:

The Grantee certifies that it will comply with the following:

- i. Freedom of Information Act (5 U.S.C 552) and Virginia Freedom of Information Act;
- ii. Virginia Fair Employment Contracting Act;
- iii. Fair Housing Act (42 U.S.C. 3601-20), and implementing measures under:
 - 24 CFR 100 (discriminatory conduct under Fair Housing Act);
 - Executive Order 11063 and regulations at 24 CFR 107 (preventing discrimination on basis of race, color, creed, or national origin);
 - 24 CFR Part 8 (prohibiting discrimination against handicapped individuals);
 - Title VIII of the Civil Rights Act of 1968, as amended, also known as the Fair Housing Act, prohibits discrimination in housing based

on race, color, religion, sex, disability, familial status, or national origin.

- iv. The Violence Against Women Act (VAWA), Title IV of the Violent Crime Control and Law Enforcement Act of 1994 and implementing the regulations at:
 - 28 CFR 90 Violence Against Women
- v. Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and implementing regulations at:
 - 24 CFR 146 (nondiscrimination on basis of age in HUD programs);
 - Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);
- vi. 24 CFR 574.320 (Federal rent standards for rental assistance, requiring rents to be charged no greater than appropriate Fair Market Rent levels);
- vii. 24 CFR Part 35 (Federal lead-based paint provisions, requiring visual inspections and stabilization of paint before commencement of occupancy);
- viii. Encourage participation of locally-owned enterprises in connection with funded activities;
- ix. McKinney-Vento Homeless Assistance Program Regulations;
- x. Anti-lobbying Certification;
- xi. Drug Free Workplace

If requested by DHCD:

1. A Grantee that is a unit of local government agrees to assume the status of a responsible Federal official under the National Environmental Policy Act (NEPA) of 1969 and other provisions of Federal law as specified at 24 CFR 58 and 58.5 and agrees to comply with these NEPA regulations.
2. All Grantees that are not units of local government agree to assist DHCD in carrying out 24 CFR 58 and 58.5.

The Agreement is hereby executed by the parties on the date set forth below their respective signatures as follows:

Virginia Department of Housing and Community Development

Sandra Powell, Sr. Deputy Director

Date

City of Charlottesville

Signature

Name (printed or typed)

Title

Date

Appendix A – Excerpts from E25DC510001 Federal Award Agreement, 14.231, ESG, FY 2025

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U.S. Department of Housing and Urban Development — Federal Award Agreement

B. Terms and Conditions

1. **General terms and requirements.** The Recipient must comply with all applicable federal laws, regulations, and requirements, unless otherwise provided through HUD's formal waiver authorities. This agreement, including any attachments and addenda, may only be amended in writing executed by parties to this agreement and any addenda.
2. **Administrative requirements.** The Recipient must comply with the following requirement(s) if checked below:
 - The administrative requirements in the HUD General Administrative, National, and Departmental Policy Requirements and Terms for HUD's Financial Assistance Programs 2025, as indicated in the relevant NOFO, apply to this agreement.
 - The grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Unique Entity Identifier (UEI); the System for Award Management (SAM.gov.); the Federal Funding Accountability and Transparency Act as provided in 2 C.F.R. part 25, Universal Identifier and General Contractor Registration; and 2 C.F.R. part 170, Reporting Subaward and Executive Compensation Information.
3. **Applicability of 2 C.F.R. part 200.**
 - The Recipient must comply with the applicable requirements at 2 C.F.R. part 200, as may be amended from time to time. If any previous or future amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.
 - The Recipient must comply with the applicable requirements at 2 C.F.R. part 200. If any previous amendments to 2 C.F.R. part 200 replace or renumber any part 200 section cited in HUD's regulations in Title 24 of the Code of Federal Regulations, the amended part 200 requirements will govern award activities carried out after the amendments' effective date.
4. **Future budget periods.** If the period of performance spans multiple budget periods, subsequent budget periods are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the Federal award.
5. **Indirect Cost Rate.** If the Recipient intends to use a negotiated or de minimis rate for indirect costs, the Recipient must submit an Indirect Cost Rate form to HUD, either with its application using HUD-426 (competitive grants) or with this agreement using "Addendum #3 "Indirect Cost Rate Schedule" (formula and congressional grants). The submitted form/addendum will be incorporated into and made part of this agreement, provided that the rate information is consistent with the applicable requirements under 2 C.F.R. § 200.414. If there is any change in the Recipient's indirect cost rate, it must immediately notify HUD and execute an amendment to this agreement to reflect the change if necessary.
6. **Recipient integrity and performance matters.** If the Federal share of this award is more than \$500,000 over the period of performance (box 6), the terms and conditions in 2 C.F.R. part 200 Appendix XII apply to this agreement.
7. **Recordkeeping and Access to Records.** The Recipient hereby agrees to maintain complete and accurate books of account for this award and award activities in such a manner as to permit the preparation of statements and reports in accordance with HUD requirements, and to permit timely and effective audit. The Recipient agrees to furnish HUD such financial and project reports, records, statements, subrecipient data, and documents at such times, in such form, and accompanied by such reporting data as required by HUD. HUD and its duly authorized representative shall have full and free access to all Recipient offices and facilities, and to all books, documents, and records of the Recipient relevant to the administration, receipt, and use of this award and award activities, including the right to audit and make copies. The Recipient agrees to maintain records that identify the source and application of funds, including relevant subrecipient data, in such a manner as to allow HUD to determine that all funds are and have been expended in accordance with program requirements and in a manner consistent with applicable law.

U.S. Department of Housing and Urban Development — Federal Award Agreement

Further, the Recipient hereby acknowledges that HUD is in the process of implementing new grants management and reporting tools, which will be made available for the Recipient's use in the future. The Recipient agrees to report on grant performance and financial activities (including vendor and cash disbursement supporting details for the Recipient and its subrecipients) using these new tools when they are released. HUD will work with the Recipient to support the Recipient's transition to this new reporting environment. Once implemented, timely reporting in this new environment will be mandatory. HUD reserves the right to exercise all of its available rights and remedies for any noncompliance with these grants management and financial reporting requirements, to include, without limitation, requiring 100% review, suspension of disbursements, and all other legally available remedies, to the furthest extent permitted by law, as amended.

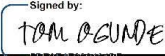
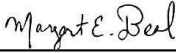
8. **Noncompliance.** If the Recipient fails to comply with the provisions of this agreement, HUD may take one or more of the actions provided in program statutes, regulations or 2 C.F.R. § 200.339, as applicable. Nothing in this agreement shall limit any remedies otherwise available to HUD in the case of noncompliance by the Recipient. No delay or omissions by HUD in exercising any right or remedy available to it under this agreement shall impair any such right or remedy or constitute a waiver of or acquiescence in any Recipient noncompliance.
9. **Termination provisions.** Unless superseded by program statutes, regulations or NOFOs, the termination provisions in 2 C.F.R. § 200.340 apply.
10. **Build America, Buy America.** The Recipient must comply with the requirements of the Build America, Buy America (BABA) Act, 41 U.S.C. § 8301 note, and all applicable rules and notices, as may be amended, if applicable. Pursuant to HUD's Notice, "Public Interest Phased Implementation Waiver for FY 2022 and 2023 of Build America, Buy America Provisions as Applied to Recipients of HUD Federal Financial Assistance" (88 Fed. Reg. 17001), BABA requirements apply to any infrastructure projects HUD has obligated funds for after the effective dates, unless excepted by a waiver.
11. **Waste, Fraud, Abuse, and Whistleblower Protections.** Any person who becomes aware of the existence or apparent existence of fraud, waste, or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). Allegations of fraud, waste, and abuse related to HUD programs can be reported to the HUD OIG hotline via phone at 1-800-347-3735 or online hotline form. The Recipient must comply with 41 U.S.C. § 4712, which includes informing employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, recipient, and subrecipient—as well as a personal services contractor—who make a protected disclosure about a Federal award or contract cannot be discharged, demoted, or otherwise discriminated against if they reasonably believe the information they disclose is evidence of (1) gross mismanagement of a Federal contract or award; (2) waste of Federal funds; (3) abuse of authority relating to a Federal contract or award; (4) substantial and specific danger to public health and safety; or (5) violations of law, rule, or regulation related to a Federal contract or award.
12. **Third-Party Claims.** Nothing in this agreement shall be construed as creating or justifying any claim against the federal government or the Recipient by any third party.
13. **Rule of Construction and No Construction Against Drafter.** Notwithstanding anything contained in this agreement, the terms and conditions hereof are to be construed to have full and expansive effect in both interpretation and application, and the parties agree that the principle of interpretation that holds that ambiguities in terms or conditions are construed against the drafter shall not apply in interpreting this agreement.

C. Federal Award Performance Goals

The Recipient must meet any applicable performance goals, indicators, targets, and baseline data as required by applicable program requirements.

D. Specific Terms and Conditions Not applicable Attached

U.S. Department of Housing and Urban Development — Federal Award Agreement

For the U.S. Department of HUD (name and title of authorized official) TOM OGUDE Acting CPD Director	Signature <small>Signed by:</small>  <small>5B26P4E23810B...</small>	Date/ Federal Award Date 9/24/2025
For the Recipient (name and title of authorized official) Maggie Beal, Director	Signature 	Date 09/22/2025

U.S. Department of Housing and Urban Development — Federal Award Agreement

ADDENDUM 1. POLICY REQUIREMENTS

If applicable:

1. The Recipient shall not use grant funds to promote “gender ideology,” as defined in Executive Order (E.O.) 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government;
2. The Recipient agrees that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the U.S. Government’s payment decisions for purposes of section 3729(b)(4) of title 31, United States Code;
3. The Recipient certifies that it does not operate any programs that violate any applicable Federal anti-discrimination laws, including Title VI of the Civil Rights Act of 1964;
4. The Recipient shall not use any grant funds to fund or promote elective abortions, as required by E.O. 14182, Enforcing the Hyde Amendment; and that,
5. Notwithstanding anything in the NOFO or Application, this Grant shall not be governed by Executive Orders revoked by E.O. 14154, including E.O. 14008, or NOFO requirements implementing Executive Orders that have been revoked.
6. The Recipient must administer its grant in accordance with all applicable immigration restrictions and requirements, including the eligibility and verification requirements that apply under title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, as amended ([8 U.S.C. 1601-1646](#)) (PRWORA) and any applicable requirements that HUD, the Attorney General, or the U.S. Citizenship and Immigration Services may establish from time to time to comply with PRWORA, [Executive Order 14218](#), or other Executive Orders or immigration laws.
7. No state or unit of general local government that receives funding under this grant may use that funding in a manner that by design or effect facilitates the subsidization or promotion of illegal immigration or shields illegal aliens from deportation, including by maintaining policies or practices that materially impede enforcement of federal immigration statutes and regulations.
8. The Recipient must use SAVE, or an equivalent verification system approved by the Federal government, to prevent any Federal public benefit from being provided to an ineligible alien who entered the United States illegally or is otherwise unlawfully present in the United States.
9. Faith-based organizations may be subrecipients for funds on the same basis as any other organization. Recipients may not, in the selection of subrecipients, discriminate against an organization based on the organization’s religious character, affiliation, or exercise.

U.S. Department of Housing and Urban Development — Federal Award Agreement

ADDENDUM 2. PROGRAM-SPECIFIC REQUIREMENTS

Assistance Listing Number 14.231, Emergency Solutions Grants Program

1. The funds may be used for costs incurred before the Budget Period under the conditions specified in HUD Notice CPD-25-02 or another prior written approval by HUD, or if the Recipient is not covered by Notice CPD-25-02, under the condition that the costs are otherwise allowable and were incurred on or after the date HUD received the Recipient's Consolidated Plan submission, the Recipient's program year start date, or 90 calendar days before the period of performance start date in **Box 6** (whichever is latest).
2. The Recipient agrees to assume responsibility for environmental review, decision making, and action under 24 C.F.R. Part 58; except that if the Recipient is a state and distributes funds to a unit of general local government, the Recipient must require the unit of general local government to assume that responsibility and must comply with the state's responsibilities under 24 C.F.R. 58.4.
3. To the extent authorized by applicable law, HUD may, by its execution of an amendment, deobligate funds under this Agreement without the Recipient's execution of the amendment or other consent.
4. Despite any requirements that provide otherwise, youth aged 24 and under who seek assistance (including shelter, services or rental assistance) shall not be required to provide third-party documentation that they meet the homeless definition in 24 C.F.R. 576.2 as a condition for receiving assistance, and unaccompanied youth aged 24 and under (or families headed by youth aged 24 and under) who have an unsafe primary nighttime residence and no safe alternative to that residence shall be considered homeless for purposes of assistance provided by any private nonprofit organization whose primary mission is to provide services to youth aged 24 and under and families headed by youth aged 24 and under.
5. Cost sharing is defined in 2 C.F.R. Part 200 to include match, which is the required level of cost share that must be provided. **Box 15** reflects the total match amount the recipient is required to contribute, as determined in accordance with 24 CFR 576.201.

Policy Briefing Summary

City Council



Regarding:	Reallocation of \$200,000 in Capital Improvement Plan (CIP) funds for the Downtown Mall Crossing Project (2nd reading)
Staff Contact(s):	Krisy Hammill, Director of Budget, Michael Goddard, Deputy Director
Presenter:	Michael Goddard, Deputy Director
Date of Proposed Action:	May 18, 2026

Issue

The downtown mall crossing project needs additional funding. The resolution seeks to reallocate previously appropriated funds to the mall crossing project.

Background / Rule

The City launched [construction of the two vehicular crossings on the Downtown Mall at 4th Street and 2nd Street](#) on April 1st. Overall, work will include the removal and replacement of existing brick and granite pavers at both intersections, along with targeted concrete repairs and storm drain upgrades at corners along the Downtown Mall. These improvements are part of the City's ongoing efforts to maintain safe, accessible, and well-functioning public spaces downtown, while maintaining the Mall's distinctive historic character.

Analysis

In 2023, City Hall experienced two separate water leaks. The first incident resulted in significant damage across multiple floors of the building. Several months later, a second, smaller leak occurred. To address the damages from the second leak, the City Council approved an additional \$100,000 to be transferred from the CIP Contingency account. However, this transfer ultimately proved unnecessary, as insurance was able to cover the damages caused by the second leak. This resolution proposes to close out the CIP project account created for the second City Hall leak and re-appropriate the previously approved \$100,000 to the Downtown Mall Crossing account.

The FY 2024 CIP included \$575,000 allocated for the renovation of the City Hall Lobby. The renovation was successfully completed, leaving a balance of \$172,641 unspent. With this resolution, the Lobby Renovation CIP project account will also be closed. This resolution seeks to reallocate \$100,000 of the remaining balance to the Downtown Mall Crossing account. Since bonds funded the lobby renovation project, the remaining \$72,641 in the budget will be liquidated and added to the City's available debt capacity.

At present, the Downtown Mall Crossing project has a budget of \$845,221. By reallocating funds from the two completed CIP projects, an additional \$200,000 in previously allocated funds will become available to help address a potential budget gap for the Downtown Mall Crossing project. Any unspent funds remaining at the end of the crossing project will be returned to the CIP contingency account.

Financial Impact

There is no additional financial impact as this is a reallocation of previously appropriated project funds.

Recommendation

Recommend approval to rallocate \$200,000 in existing unspent CIP funds to fill a budget gap in the downtown mall crossing project.

Recommended Motion (if Applicable)

"I move to approve the resolution to reallocate \$200,000 in CIP funds to the Downtown Mall Crossing project"

Attachments

1. Resolution to reallocate \$200,000 to the Downtown Mall Crossing Project



RESOLUTION #R-__-__
**Resolution to Authorize Reallocation of \$200,000 Previously Appropriated CIP Funding to
Downtown Mall Crossing Project**

WHEREAS, the City of Charlottesville has previously allocated CIP funding for Flood Damage Repairs and for the renovation of the City Hall Lobby and both projects have been completed with remaining unspent project balances; and

WHEREAS, the Downtown Mall Crossing project budget may have a budget gap due to various circumstances;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville that previously appropriated CIP funding is hereby reallocated in the following manner:

Transfer From:

\$100,000	Fund: 426	Internal Order: 1000025	G/L Account: 599999
\$100,000	Fund: 426	Internal Order: 1000036	G/L Account: 599999

Transfer To:

\$200,000	Fund: 426	Funded Program: P-01138	G/L Account: 599999
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BE IT FURTHER RESOLVED by the Council of the City of Charlottesville that any unspent funds remaining at the conclusion of the Downtown Mall Crossing project will be returned to the CIP Contingency account.

Date Adopted:

Certified:

Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Proposed One-Year Annual Action Plan & Associated Funding Recommendations for HUD-funded Activities for Program Year (PY) 2026-2027, a Major Amendment, approximately \$1,205,469.64 (2nd reading)
Staff Contact(s):	Anthony Warn, Grants Analyst, Taylor Harvey-Ryan, Grants Program Manager
Presenter:	Anthony Warn, Grants Analyst
Date of Proposed Action:	May 18, 2026

Issue

To maintain eligibility for participation in CPD-funded programs like CDBG & HOME, the City is required to submit for review to HUD on an annual basis a locally approved Annual Action Plan (“AAP”) outlining steps the City will take through the use of these funds to meet HUD's national objectives.

Background / Rule

The City of Charlottesville engages as a ‘participating jurisdiction’ (“PJ”) in the Community Development Block Grant (“CDBG”) & HOME Investment Partnerships (“HOME”) programs offered by the U.S. Department of Housing and Urban Development (“HUD”). Charlottesville is, in that role, the periodic recipient of federal funds to support eligible community development, affordable housing and planning activities as identified by HUD’s Office of Community Planning & Development (“CPD”). The City of Charlottesville is also a contributing member of the Thomas Jefferson HOME Consortium (“TJHC”) in partnership with the Thomas Jefferson Planning District Commission (“TJPDC”) and the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in the HOME program.

Analysis

For the Winter 2026 funding round, the city received thirteen (13) Requests for Proposals (“RFPs”), eleven (11) of which were requests for CDBG funding and two (2) of which were requests for HOME funding, an overview of which is provided as an attachment. Consistent with previous years, the greatest number of applications received were for proposals that are classified by HUD as CDBG Public Services activities. The volunteer members of the city’s CDBG/HOME Taskforce have carefully reviewed these requests and based on their deliberations have adopted the proposed funding requests presented here today.

In a letter dated April 6, 2026, the City of Charlottesville was notified by HUD of the CDBG and HOME allocations the city can anticipate receiving for the 2026-2027 program year. Based on this notice, funding for the CDBG program is anticipated to increase by \$19,472.00 (from \$445,452.00 in program year 2025-2026 to \$464,924.00 in program year 2026-2027, or +4.37%). Similarly, funding for the HOME program is anticipated to increase by \$53,536.58 (from \$687,009.06 to \$740,545.64, or +7.79%). The city's local share of HOME funds is anticipated to increase by the same percentage, moving from \$85,876.13 in the prior year to \$92,568.21 for 2026-2027.

The funding recommendations adopted by the CDBG/HOME Taskforce have been updated based on this April 6th notice from HUD, with the anticipated increase in funds applied uniformly by percentage across all activities recommended for funding. In this way, all applications recommended for funding

have been adjusted by the same percentage, or approximately 4.37%. One outcome of this is that two applicants are now recommended to receive an award above the amount originally requested in their applications.

In conclusion, while the members of the CDBG/HOME Taskforce would like to be able to fund each applicant in full, as each proposal addresses important community needs, the funding recommendations outlined in the draft Plan represent the Taskforce's best efforts to invest the limited funds available to them so as to maximize the positive impacts for our community and those residents at the heart of this work.

Financial Impact

There is no adverse financial impact associated with the adoption of the APP and the associated recommendations, as the funds proposed to be awarded are federal funds allocated to the city by HUD to support community-benefit activities, and, as such, do not draw from the city's General Fund. Rather, use of these funds as recommended here will instead serve to address important and pressing community needs while at the same time supporting the city's continued eligibility for allocations of entitlement funds in future years.

Recommendation

Staff respectfully recommends that City Council accept the proposed Annual Action Plan and the associated CDBG and HOME funding recommendations as presented here today in three motions.

Recommended Motion (if Applicable)

I move that Council approve the RESOLUTION approving the City of Charlottesville Program Year 2026-27 One-Year Annual Action Plan for the city's CDBG & HOME programs.

and

I move that Council approve the RESOLUTION appropriating Community Development Block Grant funds anticipated to be received from the U.S. Department of Housing and Urban Development as outlined in the Program Year 2026-27 One-Year Annual Action Plan, in the approximate amount of \$464,924.00.

and

I move that Council approve the RESOLUTION approving the award of HOME Investment Partnership Program funds anticipated to be received from the U.S. Department of Housing and Urban Development as outlined in the Program Year 2026-27 One-Year Annual Action Plan, in the approximate amount of \$92,568.21.

Attachments

1. AAP PY26 Council Resolution to Approve Action Plan
2. AAP PY26 Council Resolution to Approve CDBG Awards
3. AAP PY26 Council Resolution to Approve HOME Awards
4. AAP PY26 CDBG & HOME Funding Recommendations 20260406April6 Amended
5. AAP PY26 CDBG & HOME Funding Recommendations 20260401April1 As Adopted
6. AAP PY26 CDBG & HOME Overview of Funding Requests Received 2026-27
7. AAP PY26 Draft Council Priorities for 2027-28
8. AAP PY26 CDBG & HOME Taskforce Evaluation Criteria

RESOLUTION

Resolution to Approve the City of Charlottesville-Thomas Jefferson Area HOME Consortium One-Year Annual Action Plan for the 2026-2027 Program Year

WHEREAS the City of Charlottesville engages as a ‘participating jurisdiction’ (“PJ”) in the CDBG & HOME programs administered by the U.S. Department of Housing & Urban Development (“HUD”) and in that role is the periodic recipient of federal funds to support eligible community development, affordable housing and planning activities as identified by HUD’s Office of Community Planning & Development (“CPD”); and

WHEREAS the City of Charlottesville is a contributing member of the Thomas Jefferson HOME Consortium (“TJHC”) in partnership with the Thomas Jefferson Planning District Commission (“TJPDC”) and the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in HUD’s HOME program; and

WHEREAS as such, the city is required by HUD to develop on an annual basis a One -Year Annual Action Plan (“AAP”) to inform the work of the city’s CDBG and HOME programs, a plan which is required to be presented to the public with opportunities for public comment, of which consideration by City Council is an important element.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Charlottesville, Virginia, hereby approves the Charlottesville-Thomas Jefferson HOME Consortium One-Year Annual Action Plan and its submittal to HUD for final review, as presented at a public hearing before the Charlottesville Planning Commission on April 14, 2026, and at two public hearings before Charlottesville City Council on May 4 and May 18, 2026.

Date Adopted:

Certified: _____
Clerk of Council

APPROPRIATION

Appropriation of Community Development Block Grant (“CDBG”) Funds Anticipated from the U.S. Department of Housing and Urban Development for the 2026-2027 Program Year, in the Approximate Amount of \$464,924.00

WHEREAS the City of Charlottesville ("City") has been advised by the U.S. Department of Housing and Urban Development (“HUD”) that it is eligible to receive an anticipated CDBG allocation for the 2026-27 program year in the approximate amount of \$464,924.00; and

WHEREAS City Council has received recommendations for the expenditure of funds from the city’s CDBG/HOME Taskforce, as reviewed and approved by the City’s Planning Commission at a public hearing on April 14, 2026, in accordance with the City’s established Citizen Participation Plan; now

THEREFORE BE IT RESOLVED by the City Council of Charlottesville, Virginia, that upon receipt of CDBG funds anticipated from the U.S. Department of Housing and Urban Development, said funds are hereby appropriated to the following individual expenditure accounts in the Community Development Block Grant Fund in accordance with the respective purposes set forth; provided, however, that the City Manager is hereby authorized to transfer funds between and among such individual accounts as circumstances may require, to the extent permitted by applicable federal grant regulations, as set forth below:

Economic Development Activities

<i>Fund</i>	<i>SAP Order #</i>	<i>Funding Recommendation</i>	<i>Award</i>
218	1900659	CIC Entrepreneur Programs & Supports	\$23,994.75
218	1900660	BGF Cville Builds: Construction & Renovation for Nonprofits & Small Businesses	\$35,486.24
<i>Subtotal:</i>			\$59,480.99

Public Facilities & Infrastructure Enhancements Activities

<i>Fund</i>	<i>SAP Order #</i>	<i>Funding Recommendation</i>	<i>Award</i>
218	1900661	Arc of the Piedmont Shamrock Group Home	\$20,408.76
218	1900662	The Haven Day Shelter Infrastructure	\$34,442.53
<i>Subtotal:</i>			\$54,851.29

Affordable Housing Activities

<i>Fund</i>	<i>SAP Order #</i>	<i>Funding Recommendation</i>	<i>Award</i>
218	1900663	AHIP Charlottesville Critical Home Rehabs	\$93,934.16
218	1900664	LEAP Healthy, Safe & Energy Efficient	\$93,934.16
<i>Subtotal:</i>			\$187,868.32

Public Services Activities

<i>Fund</i>	<i>SAP Order #</i>	<i>Funding Recommendation</i>	<i>Revised Award</i>
218	1900665	The Haven Coordinated Entry	\$26,092.82
218	1900666	LVCA Beg. Workforce Literacy	\$14,421.82

RESOLUTION

Resolution to Approve Award(s) of HOME Investment Partnership Program (“HOME”) Funds Anticipated from the U.S. Department of Housing and Urban Development for the 2026-2027 Program Year, in the Approximate Amount of \$92,568.21

WHEREAS the City of Charlottesville ("City") has been advised by the U.S. Department of Housing and Urban Development (“HUD”) that the region served by the Thomas Jefferson HOME Consortium (“TJHC”) is eligible to receive an anticipated HOME allocation for the 2026-27 program year, in the approximate amount of \$740,545.64, of which the City anticipates receipt of approximately \$92,568.21 to support local affordable housing initiatives; and

WHEREAS City Council has received recommendations for the expenditure of funds from the city’s CDBG/HOME Taskforce, as reviewed and approved by the City’s Planning Commission at a public hearing on April 14, 2026, in accordance with the City’s established Citizen Participation Plan; and

WHEREAS the City of Charlottesville will continue certify with HUD certain local affordable housing activities funded through the Charlottesville Affordable Housing Fund (“CAHF”) to meet HUD’s 25% local match requirement for the use of HOME funds, as detailed in the Cooperation Agreement established between the City & the Thomas Jefferson Planning District Commission (“TJPDC”); now

BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia, that upon receipt of HOME funds anticipated from the U.S. Department of Housing and Urban Development, that the following HOME-funded affordable housing activities are approved:

<i>Fund</i>	<i>Subrecipient</i>	<i>Funded Activity</i>	<i>Revised Award</i>
210	Building Goodness Foundation	BGF C'ville Builds: Local Repair & Renovation for Homeowners	\$37,727.45
210	Pending	Unallocated	\$54,840.76

Total Recommended HOME Recommendations: \$92,568.21

BE IT FURTHER RESOLVED that this appropriation is conditioned upon the receipt by the City from HUD of not less than the full amount of anticipated HOME funds detailed above for the 2026-27 program year, and all subrecipient awards are also conditioned upon receipt of these funds.

BE IT FURTHER RESOLVED that in the event that funds received from HUD differ from the amounts referenced above, all awarded amounts may be administratively increased/reduced at the same prorated percentage of change to actual funding received. No subrecipient’s grant may subsequently be increased above the amount(s) listed above without further consideration by Council.

FINALLY, BE IT FURTHER RESOLVED that any funding awards appropriated within this resolution will be provided as grants to private non-profit, charitable organizations (“subrecipients”) and shall be utilized by the subrecipient solely for the purpose(s) stated within their approved Scope of Work agreement, as approved by TJPDC staff in accordance with the Cooperation Agreement. The City Manager is hereby authorized to enter into a funding agreement with subrecipients named herein as deemed advisable to ensure that all grant funds are expended for their intended purposes and in accordance with applicable federal and state laws and regulations.

To this end, the City Manager, the Director of Finance, and public officers to whom any responsibility is delegated by the City Manager pursuant to City Code Section 2-147, are authorized to establish administrative procedures and to provide guidance and assistance in the subrecipients’ execution of these approved activities.

Date Adopted:

Certified: _____
Clerk of Council

2026-2027 CDBG & HOME FUNDING RECOMMENDATIONS ("PY26")

Amended based on HUD Allocations Transmittal Letter Received on April 6, 2026

PY26 HUD Allocations (2026-27 Anticipated)

CDBG est.	\$ 464,924.00
HOME Local Share est.	\$ 92,568.21
	\$557,492.21

Programmatic Funding & Setasides

CDBG Planning & Admin	\$ 92,984.80
Public Services Cap @ 15%	\$ 69,738.60
Council Priority: Public Facilities & Imprv.	\$ 89,896.51
Council Priority: Economic Dev.	\$ 89,896.51
HOME Program Local Match (25%**)	\$ 23,142.05

** Typically funded from CAHF

CDBG Economic Development

Recommendations

CIC Entrepreneur Programs & Supports	\$ 23,994.75
BGF C'ville Builds - Construction & Renovation for Nonprofits & Small Businesses	\$ 35,486.24

Subtotal: \$59,480.99

CDBG Public Facilities & Infrastructure Improvements

Recommendations

Arc of the Piedmont Shamrock Group Home	\$ 20,408.76
The Haven Day Shelter Infrastructure	\$ 34,442.53

Subtotal: \$54,851.29

CDBG Public Service Activities

Recommendations

The Haven Coordinated Entry	\$ 26,092.82
LVCA Beg. Workforce Literacy	\$ 14,421.82
PHA Eviction Diversion & Housing Stabilization	\$ 29,223.96

Subtotal: \$69,738.60

CDBG Affordable Housing

Recommendations

AHIP Charlottesville Critical Home Rehabs	\$ 93,934.16
LEAP Healthy, Safe & Energy Efficient	\$ 93,934.16

Subtotal: \$187,868.32

HOME Investment Partnerships

Recommendations

BGF C'ville Builds: Local Repair & Renovation for Homeowners	\$ 37,727.45
Unallocated	\$ 54,840.76

Subtotal requests HOME: \$92,568.21

Total CDBG Recommendations for 2026-27: \$371,939.20

Total HOME Recommendations for 2026-27: \$92,568.21

2026-27 CDBG & HOME FUNDING RECOMMENDATIONS

Adopted by the Members of the PY26 CDBG/HOME Taskforce: April 1, 2026

PY26 HUD Allocations (Anticipated*)

CDBG est	\$ 445,452.00
HOME est.	\$ 85,876.13

* Estimated based on HUD allocations received for PY25 \$531,328.13

Programmatic Funding & Setasides

CDBG Planning & Admin	\$ 89,090.40
Public Services Cap @ 15%	\$ 66,817.80
Council Priority: Public Facilities & Imprv.	\$ 89,896.51
Council Priority: Economic Dev.	\$ 89,896.51
HOME Program Local Match (25%**)	\$ 21,469.03

** Typically funded from CAHF

CDBG Economic Development

Recommendations

CIC Entrepreneur Programs & Supports	\$ 22,989.80
BGF Cville Builds - Construction & Renovation for Nonprofits & Small Businesses	\$ 34,000.00

Subtotal: \$56,989.80

CDBG Public Facilities & Infrastructure Improvements

Recommendations

Arc of the Piedmont Shamrock Group Home	\$ 19,554.00
The Haven Day Shelter Infrastructure	\$ 33,000.00

Subtotal: \$52,554.00

CDBG Public Service Activities

Recommendations

The Haven Coordinated Entry	\$ 25,000.00
IRC Financial Capabilities & Language Access Support for Newcomers	\$ -
LVCA Beg. Workforce Literacy	\$ 13,817.80
PHA Eviction Diversion & Housing Stabilization	\$ 28,000.00
PHAR Resident-Involved Redevelopment	\$ -

Subtotal: \$66,817.80

CDBG Affordable Housing

Recommendations

AHIP Charlottesville Critical Home Rehabs	\$ 90,000.00
LEAP Healthy, Safe & Energy Efficient	\$ 90,000.00

Subtotal: \$180,000.00

HOME Investment Partnerships

Recommendations

BGF C'ville Builds: Local Repair & Renovation for Homeowners	\$ 35,000.00
Council Housing Initiatives Fund	\$ 50,876.13
CRHA Shared Housing Rehabs and Renovation in Fifeville	\$ -

Subtotal requests HOME: \$85,876.13

2026-27 OVERVIEW OF CDBG & HOME REQUESTS FOR FUNDING
For consideration by the PY26 City of Charlottesville CDBG/HOME Taskforce

PY26 HUD Allocations (Anticipated*)

CDBG est	\$ 445,452.00
HOME est.	\$ 85,876.13

** Estimated based on HUD allocations for PY25* \$531,328.13

Programmatic Funding & Setasides

CDBG Planning & Admin	\$ 89,090.40
Public Services Cap @ 15%	\$ 66,817.80
Council Priority: Public Facilities & Imprv.	\$ 89,896.51
Council Priority: Economic Dev.	\$ 89,896.51
HOME Program Local Match (25%**)	\$ 21,469.03

*** Typically funded from CAHF*

CDBG Economic Development

Requests

CIC Entrepreneur Programs & Supports	\$ 25,000.00
BGF Cville Builds - Construction & Renovation for Nonprofits & Small Bus	\$ 35,000.00

Subtotal: \$60,000.00

CDBG Public Facilities & Infrastructure Improvements

Requests

Arc of the Piedmont Shamrock Group Home	\$ 19,554.29
The Haven Day Shelter Infrastructure	\$ 33,000.00

Subtotal: \$52,554.29

CDBG Public Service Activities

Requests

The Haven Coordinated Entry	\$ 50,000.00
IRC Financial Capabilities & Language Access Support for Newcomers	\$ 35,000.00
LVCA Beg. Workforce Literacy	\$ 50,000.00
PHA Eviction Diversion & Housing Stabilization	\$ 30,000.00
PHAR Resident-Involved Redevelopment	\$ 55,000.00

Subtotal: \$220,000.00

CDBG Affordable Housing

Requests

AHIP Charlottesville Critical Home Rehabs	\$ 140,000.00
LEAP Healthy, Safe & Energy Efficient	\$ 125,000.00

Subtotal: \$265,000.00

HOME Investment Partnerships

Requests

CRHA Shared Housing Rehabs and Renovation in Fifeville	\$150,000.00
Building Goodness FoundationC'ville Builds: Local Repair & Renovation	\$35,000.00

Subtotal: \$185,000.00

RESOLUTION

Resolution to Establish Council Priorities for the Program Year 2027-28 Community Development Block Grants & HOME Investment Partnerships Programs

WHEREAS the City of Charlottesville (“City”) engages as a participating jurisdiction (“PJ”) in the Community Development Block Grant (“CDBG”) & HOME Investment Partnerships (“HOME”) programs administered by the U.S. Department of Housing & Urban Development (“HUD”) and in that role is the periodic recipient of federal funds to support eligible community development, affordable housing and planning activities as identified by HUD’s Office of Community Planning & Development (“CPD”); and

WHEREAS the City is the Lead Agency for the Thomas Jefferson HOME Consortium (“TJHC”) in partnership with the Thomas Jefferson Planning District Commission (“TJPD”) and the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in the HOME program; and

WHEREAS in accordance with the City of Charlottesville’s HUD-approved Citizen Participation Plan (“CPP”), the city’s CDBG/HOME Taskforce composed of residents and community representatives will be called on to review requests for funding of potential CDBG & HOME activities and to make recommendations for funding to City Council for the 2027-28 (“PY27”) program year; now

THEREFORE BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia, that the Program Year 2027-28 CDBG & HOME programs shall prioritize to the degree possible:

- *A continued emphasis on expanding access to affordable housing opportunities, including but not limited to low-income housing redevelopment; workforce development, including but not limited to efforts to bolster Section 3 training opportunities other economic development activities; microenterprise assistance; access to quality childcare; homeowner rehabilitation and energy-efficiency upgrades; down payment assistance; and improvements to public infrastructure designed to eliminate or reduce barriers to access to public amenities for mobility-impaired residents*
- *% of CDBG Entitlement funds to be prioritized to support Economic Development activities*
- *% of CDBG Entitlement funds to be prioritized to support Public Facilities and Improvement activities, with a special emphasis on activities that will eliminate or reduce barriers to access for mobility-impaired persons*
- *The CDBG Admin and Planning budget shall be set at 20% of the City’s CDBG allocation*
- *Any other guidelines or directions Council may wish to give in determining how CDBG and HOME funds should be spent*

Requests for Funding Evaluation Criteria

CDBG/HOME Taskforce PY26

Applicant/Proposed Activity:

<i>Category</i>	<i>Exceeds (4 pts)</i>	<i>Meets (3 pts)</i>	<i>Approaching (2 pts)</i>	<i>Developing (1 pt)</i>	<i>Total</i>
1. Program Description / Scope of Work	④ Provides a clear description and clearly explains how it will address one or more Council priorities	③ Provides a description that adequately explains how it will address one or more Council priorities	② Provides a description that somewhat explains how it will address one or more Council priorities	① Provides a vague and/or unclear description and little explanation as to how it addresses Council priorities	
2. Program Goal(s)	④ Provides a clear explanation of the programs goal(s). Identifies what services will be provided and to whom. Provides clear demographic information of the intended beneficiaries and how they will meet the income guidelines	③ Provides an adequate explanation of the programs goal(s)	② Minimally or somewhat explains the program's goal(s)	① Goal is missing and/or not clearly explained. Identification of beneficiaries, number of beneficiaries, demographic information, and information about how the beneficiaries will meet the income guidelines is vague and/or missing	
3. Demonstration of Need	④ Clearly describes how the program will directly address the important needs; Provides local data to describe the needs of the community and beneficiaries	③ Adequately describes how the program will directly address the needs using some local data to describe the needs of the community and the beneficiaries	② Description of need needs improvement; Only state, regional, or national data provided, data not specific to clients	① Does not describe how the program will directly address the needs and/or does not provide data to describe the needs of the community and the beneficiaries	
4. Projected Outcomes	④ Clearly explains how proposed outcomes will be meaningful, client-focused and related to the service(s) being provided	③ Adequately explains how proposed outcomes will be meaningful, client-focused and related to the service(s) being provided	② Explanation of how proposed outcomes will be meaningful, client-focused and related to the service(s) being provided needs improvement	① Does not explain how proposed outcomes will be meaningful, client-focused and/or related to the service(s) being provided	

<i>Category</i>	<i>Exceeds (4 pts)</i>	<i>Meets (3 pts)</i>	<i>Approaching (2 pts)</i>	<i>Developing (1 pt)</i>	<i>Total</i>
5. Implementation Strategies	④ Provides evidence-based strategies for how the program/project will address the program goal(s)	③ Adequately describes how strategies address program goal(s) using researched best practices strategies at a minimum	② Describes how strategies address program goal(s) without information about best practices or research	① Does not identify how strategies directly support program goal(s)	
6. Implementation Timeline	④ Timeline is detailed and realistic	③ Timeline is adequate	② Timeline is limited or not realistic	① Timeline is unclear, unrealistic and/or missing key details	
7. Evaluation Plan	④ Provides a rigorous evaluation plan which informs ongoing work, explains metrics and why they are used	③ Provides a solid evaluation plan	② Evaluates some elements of its work, but the evaluation is not thorough	① Proposal does not provide an evaluation plan or the plan is insufficient	
8. Eligibility Verification	④ Proposal clearly describes how the applicant will collect and verify all required information	③ Proposal adequately describes how the applicant will collect and verify all required information	② Proposal describes how the applicant will collect and verify some required information	① Proposal does not describe how the applicant will collect and verify any required information	
9. Financial Benefits	④ Proposal thoroughly describes how the program will deliver benefits to its beneficiaries	③ Proposal adequately describes how the program will deliver benefits to its beneficiaries	② Proposal somewhat describes how the program will deliver benefits to its beneficiaries	① Proposal minimally describes how the program will deliver benefits to its beneficiaries	

<i>Category</i>	<i>Exceeds (4 pts)</i>	<i>Meets (3 pts)</i>	<i>Approaching (2 pts)</i>	<i>Developing (1 pt)</i>	<i>Total</i>
10. Collaboration	④ Proposal describes how the program collaborates with other organizations to achieve a common goal using defined deliverables and metrics (eg, clear accountability, shared management, such as MOUs or formal partnership agreements)	③ Proposal describes formal agreements with more than two organizations describing how they cooperate, but does not share common deliverables or metrics	② Proposal describes collaboration informally with other organizations (ex. information sharing, resource sharing)	① Proposal does not describe collaboration with other entities	
11. Engagement/ Outreach Strategy	④ Proposal describes complete outreach and engagement strategies and explains how it will serve needy and underserved populations	③ Proposal describes some outreach and engagement strategies and how it will serve needy and underserved populations	② Proposal explains that services are available to needy and underserved populations but proposed activity does not conduct outreach or engagement	① Proposal does not provide strategies for outreach and engagement to needy and underserved populations	
12. Budget	④ Proposal clearly demonstrates: (a) How requested funds will be applied to expense line items; (b) How the amount requested is reasonable; (c) That the overall program budget shows a direct relationship with proposed service items	③ Proposal provides an adequate budget; adequately addresses A, B, and C	② Proposed budget needs improvement and only somewhat addresses A, B, and/or C	① Proposed budget needs improvement: the proposal does not demonstrate how the requested funds will be applied to expense line items, how the amount requested is reasonable, and does not show a direct relationship with proposed service items	
Reviewer:	<input type="checkbox"/> CDBG <input type="checkbox"/> HOME				Subtotal:

Policy Briefing Summary

City Council



Regarding:	Resolution Initiating Amendment to Chapter 9 (Community Facilities & Services) of the City's Comprehensive Plan
Staff Contact(s):	Victoria Kanellopoulos, City Planner, Kellie Brown, Director of NDS
Presenter:	Victoria Kanellopoulos, City Planner
Date of Proposed Action:	May 18, 2026

Issue

Neighborhood Development Services ("NDS") desires for City Council, via the attached Resolution, to initiate an amendment of the City of Charlottesville, Virginia's ("City"), Comprehensive Plan ("CP") for the purpose of updating Chapter 9 (Community Facilities & Services), to incorporate the most up-to-date information for public water, sewer, and stormwater management facilities and utilities.

Per Virginia Code § 15.2-2223, attached, each locality's CP must include the general or approximate location, character, and extent of public facilities, and the designation of a system of community service facilities. Further, per Virginia Code § 15.2-2232, attached, most public utilities and facilities must either be a "feature shown" in the CP (*i.e.*, shown on a map or specified in text), or be reviewed by the Planning Commission ("PC") to find that the "general or approximate location, character and extent" of public facilities are in substantial accord with the CP.

Background / Rule

In November 2021, City Council formally adopted the City's CP. Since then, there have been several amendments thereto, including adopting both the Climate Action Plan and the Parks & Recreation Master Plan.

Chapter 9 (Community Facilities & Services) of the City's CP, and associated public utility maps in the Appendix, have not been updated since the 2021 CP adoption. Since then, there have been updates to City and partner agency public utility and facility planning, maps, and projects. It is best practice to periodically update public utility and facility maps and plans included in the City's CP.

Analysis

To be considered part of the City's CP, public facility and utility maps and plans can be included as part of the main CP document (including, as referenced plans or studies within the text of the CP), or as part of the CP Appendix, as separate attachments. In the City's CP, there are several utility and facility maps in the CP Appendix, and one (1) study included by reference in the Chapter 9 text, including the following:

- City Water Utilities Map;
- City Sewer Utilities Map; and
- City's Water Prioritization Study (note: This study is updated annually).

The following public utility and facility maps and referenced plans are not currently included in the City's CP and should be incorporated:

- City Stormwater Facilities Map;

- RWSA Water Supply and Infrastructure plans and projects, including: RWSA Central Waterline, Urban Finished Water Master Plan, Community Water Supply Plan, and RWSA Capital Improvement Program; and
- Any known additional planned City water, sewer, and stormwater management utility projects (map or text).

Updated maps and information would also benefit other City projects and plans by having the most up-to-date information for public water, sewer, and stormwater facilities readily accessible. It also provides community members and other stakeholders with current information.

Virginia Code § 15.2-2229, attached, authorizes City Council to initiate CP amendments by majority vote and to refer the same to the PC for review/recommendation.

Financial Impact

None.

Recommendation

City NDS Staff recommends City Council, as authorized by Virginia Code § 15.2-2229, adopt the attached Resolution initiating an amendment to Chapter 9 (Community Facilities & Services) of the City's CP, and to refer the same to the City's PC for review/recommendation.

Recommended Motion (if Applicable)

"I make a Motion ,as authorized by Virginia Code § 15.2-2229, to adopt the attached Resolution initiating an amendment to Chapter 9 (Community Facilities & Services) of the City's CP, and refer the same to the City's PC for review/recommendation."

Attachments

1. Relevant Virginia Code Sections for Comprehensive Plans
2. Resolution City Council Utilities Comp Plan Amendment (1)jvhedits

Virginia Code § 15.2-2232. Legal status of plan.

A. Whenever a local planning commission recommends a comprehensive plan or part thereof for the locality and such plan has been approved and adopted by the governing body, it shall control the general or approximate location, character and extent of each feature shown on the plan. Thereafter, unless a feature is already shown on the adopted master plan or part thereof or is deemed so under subsection D, no street or connection to an existing street, park or other public area, public building or public structure, public utility facility or public service corporation facility other than a railroad facility or an underground natural gas or underground electric distribution facility of a public utility as defined in subdivision (b) of § [56-265.1](#) within its certificated service territory, whether publicly or privately owned, shall be constructed, established or authorized, unless and until the general location or approximate location, character, and extent thereof has been submitted to and approved by the commission as being substantially in accord with the adopted comprehensive plan or part thereof. In connection with any such determination, the commission may, and at the direction of the governing body shall, hold a public hearing, after notice as required by § [15.2-2204](#). Following the adoption of the Statewide Transportation Plan by the Commonwealth Transportation Board pursuant to § [33.2-353](#) and written notification to the affected local governments, each local government through which one or more of the designated corridors of statewide significance traverses, shall, at a minimum, note such corridor or corridors on the transportation plan map included in its comprehensive plan for information purposes at the next regular update of the transportation plan map. Prior to the next regular update of the transportation plan map, the local government shall acknowledge the existence of corridors of statewide significance within its boundaries.

B. The commission shall communicate its findings to the governing body, indicating its approval or disapproval with written reasons therefor. The governing body may overrule the action of the commission by a vote of a majority of its membership. Failure of the commission to act within 60 days of a submission, unless the time is extended by the governing body, shall be deemed approval. The owner or owners or their agents may appeal the decision of the commission to the governing body within 10 days after the decision of the commission. The appeal shall be by written petition to the governing body setting forth the reasons for the appeal. The appeal shall be heard and determined within 60 days from its filing. A majority vote of the governing body shall overrule the commission.

C. Widening, narrowing, extension, enlargement, vacation or change of use of streets or public areas shall likewise be submitted for approval, but paving, repair, reconstruction, improvement, drainage or similar work and normal service extensions of public utilities or public service corporations shall not require approval unless such work involves a change in location or extent of a street or public area.

D. Any public area, facility, park or use as set forth in subsection A which is identified within, but not the entire subject of, a submission under either § [15.2-2258](#) for subdivision or subdivision A 8 of § [15.2-2286](#) for development or both may be deemed a feature already shown on the adopted master plan, and, therefore, excepted from the requirement for submittal to and approval by the commission or the governing body, provided that the governing body has by ordinance or resolution defined standards governing the construction, establishment or authorization of such

public area, facility, park or use or has approved it through acceptance of a proffer made pursuant to § [15.2-2303](#).

E. Approval and funding of a public telecommunications facility on or before July 1, 2012, by the Virginia Public Broadcasting Board pursuant to Article 12 (§ [2.2-2426](#) et seq.) of Chapter 24 of Title 2.2 or after July 1, 2012, by the Board of Education pursuant to § [22.1-20.1](#) shall be deemed to satisfy the requirements of this section and local zoning ordinances with respect to such facility with the exception of television and radio towers and structures not necessary to house electronic apparatus. The exemption provided for in this subsection shall not apply to facilities existing or approved by the Virginia Public Telecommunications Board prior to July 1, 1990. The Board of Education shall notify the governing body of the locality in advance of any meeting where approval of any such facility shall be acted upon.

F. On any application for a telecommunications facility, the commission's decision shall comply with the requirements of the Federal Telecommunications Act of 1996. Failure of the commission to act on any such application for a telecommunications facility under subsection A submitted on or after July 1, 1998, within 90 days of such submission shall be deemed approval of the application by the commission unless the governing body has authorized an extension of time for consideration or the applicant has agreed to an extension of time. The governing body may extend the time required for action by the local commission by no more than 60 additional days. If the commission has not acted on the application by the end of the extension, or by the end of such longer period as may be agreed to by the applicant, the application is deemed approved by the commission.

G. A proposed telecommunications tower or a facility constructed by an entity organized pursuant to Chapter 9.1 (§ [56-231.15](#) et seq.) of Title 56 shall be deemed to be substantially in accord with the comprehensive plan and commission approval shall not be required if the proposed telecommunications tower or facility is located in a zoning district that allows such telecommunications towers or facilities by right.

H. A solar facility subject to subsection A shall be deemed to be substantially in accord with the comprehensive plan if (i) such proposed solar facility is located in a zoning district that allows such solar facilities by right; (ii) such proposed solar facility is designed to serve the electricity or thermal needs of the property upon which such facility is located, or will be owned or operated by an eligible customer-generator or eligible agricultural customer-generator under § [56-594](#) or [56-594.01](#) or by a small agricultural generator under § [56-594.2](#); or (iii) the locality waives the requirement that solar facilities be reviewed for substantial accord with the comprehensive plan. All other solar facilities shall be reviewed for substantial accord with the comprehensive plan in accordance with this section. However, a locality may allow for a substantial accord review for such solar facilities to be advertised and approved concurrently in a public hearing process with a rezoning, special exception, or other approval process.

Code 1950, §§ 15-909, 15-923, 15-964.10; 1958, c. 389; 1960, c. 567; 1962, c. 407, § 15.1-456; 1964, c. 528; 1966, c. 596; 1968, c. 290; 1975, c. 641; 1976, c. 291; 1978, c. 584; 1982, c. 39; 1987, c. 312; 1989, c. 532; 1990, c. 633; 1997, cc. [587](#), [858](#); 1998, c. [683](#); 2007, c. [801](#); 2009, cc. [670](#), [690](#); 2012, cc. [803](#), [835](#); 2016, c. [613](#); 2018, cc. [175](#), [318](#); 2020, c. [665](#); 2022, c. [181](#).

Virginia Code § 15.2-2233. Maps to be prepared in localities; what map shall show.

In localities where no official map exists, or where an existing official map is incomplete, the local planning commission may make, or cause to be made, a map showing the location of any:

1. Legally established public street, alley, walkway, waterway, and public area of the locality; and
2. Future or proposed public street, alley, walkway, waterway and public area.

No future or proposed street or street line, waterway, nor public area, shall be shown on an official map unless and until the centerline of the street, the course of the waterway, or the metes and bounds of the public area, have been fixed or determined in relation to known, fixed and permanent monuments by a physical survey or aerial photographic survey thereof. In addition to the centerline of each street, the map shall indicate the width of the right-of-way thereof. Local planning commissions are hereby empowered to make or cause to be made the surveys required herein.

After adoption by the governing body of an official map, the local governing body may acquire in any way permitted by law property which is or may be needed for the construction of any street, alley, walkway, waterway or public area shown on the map. When an application for a building permit is made to a locality for an area shown on the official map as a future or proposed right-of-way, the locality shall have sixty days to either grant or deny the building permit. If the permit is denied for the sole purpose of acquiring the property, the locality has 120 days from the date of denial to acquire the property, either through negotiation or by filing condemnation proceedings. If the locality has not acted within the 120 day period, the building permit shall be issued to the applicant provided all other requirements of law have been met.

Code 1950, § 15-965; 1962, c. 407, § 15.1-458; 1976, c. 619; 1988, c. 436; 1995, c. [264](#); 1997, c. 587.

Virginia Code § 15.2-2229. Amendments.

After the adoption of a comprehensive plan, all amendments to it shall be recommended, and approved and adopted, respectively, as required by § [15.2-2204](#). If the governing body desires an amendment, it may prepare such amendment and refer it to the local planning commission for public hearing or direct the local planning commission to prepare an amendment and submit it to public hearing within 60 days or such longer timeframe as may be specified after written request by the governing body. In acting on any amendments to the plan, the governing body shall act within 90 days of the local planning commission's recommending resolution; however, if a comprehensive plan amendment is initiated by the locality for more than 25 parcels, the governing body shall act within 150 days of the local planning commission's recommending resolution. If the local planning commission fails to make a recommendation on the amendment within the aforesaid timeframe, the governing body may conduct a public hearing, which shall be advertised as required by § [15.2-2204](#).

Code 1950, §§ 15-908, 15-921, 15-964.7; 1958, c. 389; 1962, c. 407, § 15.1-453; 1975, c. 641; 1997, c. [587](#); 2000, c. [893](#); 2010, c. [821](#); 2020, cc. [132](#), [760](#).

RESOLUTION #R-__ - ____

**RESOLUTION INITIATING AMENDMENT TO CITY’S COMPREHENSIVE PLAN TO
UPDATE CHAPTER 9 (COMMUNITY FACILITIES & SERVICES)**

WHEREAS, Virginia Code § 15.2-2223 requires that each locality have a Comprehensive Plan (“CP”) that includes, *inter alia*, the general or approximate location, character, and extent of public facilities, and the designation of a system of community service facilities; and

WHEREAS, Chapter 9 of the City of Charlottesville, Virginia’s (“City”), CP, and associated Appendix documents, are intended to guide City decisions concerning planning and investment in public infrastructure, public utilities, community facilities, and public services, and were last adopted in 2021; and

WHEREAS, Chapter 9 of the City’s CP needs to be amended to reflect changes within the City from 2021 to the present; and

WHEREAS, Chapter 9 of the City’s CP should also be amended to reflect new and updated City and partner agency public utility and facility planning, maps, and projects; and

WHEREAS, Virginia Code § 15.2-2229 authorizes City Council to initiate CP amendments by majority vote and to refer the same to the Planning Commission (“PC”) for review/recommendation.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Charlottesville, Virginia (“City Council”), as authorized by Virginia Code § 15.2-2229, that City Council hereby initiates an amendment to Chapter 9 (Community Facilities & Services) of the City’s CP, and refers the same to the City’s PC for review/recommendation.

Date Adopted: _____

Certified: _____

Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution Considering a Special Exception Permit Request for 408 Harris Road
Staff Contact(s):	Dannan OConnell, Planner
Presenter:	Dannan OConnell, Planner
Date of Proposed Action:	May 18, 2026

Issue

Consideration of an Application for a Special Exception Permit.

Background / Rule

Dustin Greene of Roudabush Engineering ("Applicant"), representing Neighborhood Investments, LLC, the property owner, has requested a Special Exception Permit ("SEP") to modify the required outdoor amenity space located at 408 Harris Road ("Subject Property") in the City of Charlottesville, Virginia ("City"), pursuant to City Code Sections 34-2.2.4.A.3 and 34-2.10.4.C.

The Applicant wishes to subdivide and improve the Subject Property with six (6) attached residential dwellings. The R-B Residential District requires all lots to provide amenity spaces having a cumulative area of ten percent (10%) or more of the lot area. Each amenity space must also be at least 400 square feet in size, with no horizontal dimension of less than ten (10) feet. The intent of these features is "[to ensure] adequate recreation and open space areas for occupants, and to ensure such spaces are accessible, usable and safe," per City Code Section 34-2.10.4.C.1. The Applicant proposes approximately 7.6% of lot area be provided in three (3) landscaped yards, with widths of less than six (6) feet and areas of between 198 and 252 square feet.

Analysis

The City's Planning Commission ("PC") held a hybrid virtual and in-person Regular Meeting on April 14, 2026, on this matter. The PC had no concerns with the request, and recommended approval of the SEP with no recommended conditions.

A recording of the Meeting can be found at the following link. Discussion starts at the 1:48:00 mark.

[Link to Recording of Regular Meeting.](#)

The full Application for this Project can be found at the following link. Materials start on page 98.

[Link to Staff Report and Application Materials](#)

Financial Impact

None.

Recommendation

The PC recommended approval of the SEP via a 7-0 affirmative vote.

Recommended Motion (if Applicable)

"I make a Motion to adopt the attached Resolution approving the SEP request for the Subject Property as presented."

Attachments

1. RESOLUTION - Special Exception - 408 Harris Roadjvhedits

RESOLUTION APPROVING A REQUEST FOR A SPECIAL EXCEPTION PERMIT (“SEP”) FOR PROPERTY LOCATED AT 408 HARRIS ROAD

WHEREAS, Neighborhood Investments LLC (“Landowner”) is the current owner of a lot identified on 2025 City Tax Map 21A as Parcel 104 (City Parcel Identification No. 21A104000), having an area of approximately 0.203 acres (8,857 square feet); (“Subject Property”); and

WHEREAS, Landowner wishes to develop residential units with reduced amenity space areas on the Subject Property (“Project”); and

WHEREAS, the Project is described in more detail within Landowner’s application materials submitted in connection with Application PL-26-0030 (“Application”), as required by City Development Code § 34-5.2.15.B.2 (collectively, "Application Materials"); and

WHEREAS, the City of Charlottesville Planning Commission (“PC”) made a recommendation of approval at its April 14, 2026, Public Meeting, per City Development Code § 34-5.2.15.C.2.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Council of the City of Charlottesville, Virginia (“City Council”), upon consideration of the PC's recommendation and the City Staff Report discussing the Application, as well as the factors set forth within City Development Code § 34-5.2.15.D, that it finds and determines that granting the proposed SEP would serve the public necessity, convenience, general welfare, or good zoning practice; and

BE IT FURTHER RESOLVED, by City Council, pursuant to City Development Code Section § 34-5.2.15, a SEP is hereby approved and granted to authorize the Project and permit reduced amenity space areas consistent with the Application Materials for the Subject Property.

Approved by Council
[REDACTED], 2026

Kyna Thomas
Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution Approving the Public Works 2025-2026 Pollocks Branch Trail Bridge Activity, a Minor Amendment to the City’s Annual Action Plan, in the Amount of \$55,527.91 in Community Development Block Grant (“CDBG”) Funds (Previously Approved by Council)
Staff Contact(s):	Anthony Warn, Grants Analyst, Taylor Harvey-Ryan, Grants Program Manager
Presenter:	Anthony Warn, Grants Analyst
Date of Proposed Action:	May 18, 2026

Issue

Staff is seeking to extend the period of performance available to the Department of Public Works for the use of previously awarded CDBG funds to support the completion of design and construction work for the Pollocks Branch Trail Bridge Activity through a new Memorandum of Understanding (“MOU”) between the city’s Office of Budget & Grants Management and the Department of Public Works.

Background / Rule

City Council previously approved at a public hearing on February 3, 2025, an award of \$55,527.91 in Community Development Block Grant (“CDBG”) funds to support the development and construction of a pedestrian trail bridge over the Pollocks Branch of the Rivanna River as a way of enhancing the connectivity of the South First Street residential community to adjacent neighborhoods and the beauty of the Rivanna watershed (#R-25-010).

Analysis

On Monday, April 20, 2026, City Council conducted a public hearing to consider a proposal to allocate additional funds to support the completion of the Pollocks Branch Trail Bridge Project, partnership between the city’s Departments of Parks & Recreation (“P&R”) and Public Works (“PW”). This proposal was moved by Council to appear for a second reading as a consent Agenda item at a public hearing scheduled for May 4, 2026.

This April 20 public hearing explored how the pre-design and Requests for Proposals stages of this project have taken longer than anticipated but are now on track and under the management of the city’s Department of Public Works. CDBG program staff have determined that approval of additional time for this project is reasonable and that granting such additional time is likely to bring important benefits to income-qualified City residents and put forth a new funding agreement for these previously awarded funds in the form of a new intergovernmental Memorandum of Understanding (“MOU”).

Financial Impact

There is no adverse financial impact to this proposed action, as the funds proposed to be used are non-local funds allocated to the City by the U.S. Department of Housing & Urban Development (“HUD”) to support community development and planning activities, and, as such, do not draw from the city’s General Fund. Use of these funds as recommended here will serve to address important community needs while at the same time supporting the city’s continued eligibility to participate in HUD programs.

Recommendation

Based on the anticipated benefits for Charlottesville community of the proposed activity presented here today, staff recommends that Council approve the proposed MOU as presented here today. As these funds have been previously approved and appropriated by Council for this purpose, no new appropriation of funds is necessary.

Recommended Motion (if Applicable)

I move that Council approve the RESOLUTION now before us to approve the Public Works 2025-2026 Pollocks Branch Trail Bridge Activity as presented here before us today.

Attachments

1. CDBG PY24+ Pollocks Branch Trail Bridge Extension Resolution
2. CDBG PY24+ PW Trail Bridge Extension MOU (2026-27) DRAFT
3. Council Approval CDBG PY24+ P&R Pollocks Branch Trail Bridge (#R-25-010)



RESOLUTION **DRAFT**

Resolution Approving the Public Works 2025-2026 Pollocks Branch Trail Bridge Project, a Minor Amendment to the City's Annual Action Plan, in the Amount of \$55,527.91 in Community Development Block Grant ("CDBG") Funds (Previously Approved by Council)

WHEREAS the City of Charlottesville engages as a 'participating jurisdiction' ("PJ") in the Community Development Block Grant ("CDBG") program offered by the U.S. Department of Housing and Urban Development ("HUD") and in that role is the periodic recipient of federal funds to support eligible community development, affordable housing and planning activities as identified by HUD's Office of Community Planning & Development ("CPD"); and

WHEREAS City Council previously approved at a public hearing on February 3, 2025, an award of \$55,527.91 in Community Development Block Grant ("CDBG") funds to support the development and construction of a pedestrian trail bridge over the Pollocks Branch of the Rivanna River as a way of enhancing the connectivity of the South First Street residential community to adjacent neighborhoods and the beauty of the Rivanna watershed (#R-25-010); and

WHEREAS the pre-design and Requests for Proposals stages of this project have taken longer than anticipated but are now on track and under the management of the city's Department of Public Works; and

WHEREAS City staff have determined that approval of additional time for this project is reasonable and that granting such additional time is likely to bring important benefits to income-qualified City residents,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Charlottesville, Virginia, hereby approves the proposed intergovernmental Memorandum of Understanding ("MOU") as presented here today with a new period of performance from July 1, 2025, through December 31, 2026, with all other provisions and requirements of the original MOU to remain in effect as written.

BE IT FURTHER RESOLVED that the City Manager, the Director of Finance, and public officers to whom any responsibility is delegated by the City Manager pursuant to City Code Section 2-147, are authorized to establish administrative procedures and provide for guidance and assistance in the subrecipients' execution of the funded activity.

Approved by Council

Kyna Thomas, CMC
Clerk of Council



City of Charlottesville

To be a Place Where Everyone Thrives

Office of Budget & Grants Management

CDBG Intergovernmental MOU Internal Approvals

Program Year: **2025-2026 DRAFT**

Name of Subrecipient: **Department of Public Works**

Name of Funded Program: **Public Works 2025-26 Pollocks Branch Trail Bridge (PY24+ Extended)**

Approved by Council: **Initial: February 3, 2025**
Reauthorization: [REDACTED], 2026

Council Resolution: **Initial: #R-25-010**
Reauthorization: #R-26-[REDACTED]

Amount of Grant Agreement: **\$55,527.91**

Funding Source(s): **CDBG**

SAP Account Code(s): **1900567**

Effective Date of Grant Agreement: _____

Please confirm in the space designated below that you have had the opportunity to review the above-referenced Intergovernmental MOU, after which the agreement will be forwarded automatically to the next reviewer. If you should have any questions, please contact Anthony Warn at warna@charlottesville.gov or Taylor Harvey-Ryan at harveyryant@charlottesville.gov. Thank you.

Dept.

Reviewer / Date

BGM Grant Programs
Manager

Finance

City Attorney

City Manager

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**PLACEHOLDER FOR COUNCIL
APPROVAL/APPROPRIATION RESOLUTION**

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**COMMUNITY DEVELOPMENT BLOCK GRANT
INTERGOVERNMENTAL MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF CHARLOTTESVILLE AND THE CHARLOTTESVILLE
DEPARTMENT OF PUBLIC WORKS**

This Memorandum of Understanding (“MOU”) is made and entered into this day, _____, by and between the **CITY OF CHARLOTTESVILLE**, by its Director of the **OFFICE OF BUDGET & GRANTS MANAGEMENT (“BGM”)**, and the **CITY OF CHARLOTTESVILLE**, by its Director of the **DEPARTMENT OF PUBLIC WORKS**, hereinafter referred to as “Subrecipient.”

WITNESSETH:

WHEREAS, the City of Charlottesville has received a grant from the United States Department of Housing and Urban Development (“HUD”) as part of its Community Development Block Grant (“CDBG”) program for the 2025-2026 program year (“Program Year”); and

WHEREAS, the primary objective of the CDBG program is the development of viable urban communities, including decent housing and a suitable living environment, and the expansion of economic opportunities to the principal benefit of persons of low and moderate income; and

WHEREAS, the Subrecipient is governmental unit of the City of Charlottesville seeking to implement a proposal which complies with the objectives of the CDBG program and qualifies as an activity eligible for funding under HUD guidelines;

NOW, THEREFORE, in consideration of the mutual benefits contained herein, BGM and the Subrecipient agree as follows:

I. MOU DOCUMENTS

The MOU Documents shall consist of the Policy Briefing Summary memo presented to City Council during the public hearing(s) during which this activity was approved, this MOU and the following four Attachments, all of which are incorporated by reference into this MOU:

Attachment I: Scope of Work Agreement. The Subrecipient’s goals and objectives for the project, or the services or other programs to be provided for the time period(s) covered by this MOU, as approved by BGM, to consist of:

A. Project Narrative. A written description of the goals and objectives and anticipated outcomes of the funded activity to be delivered by the subrecipient

B. Budget. A line-item budget (“Budget”) detailing the intended use of the awarded funds

Attachment III: Guidelines for financial management of HUD-funded activities;

Attachment IV & V: Additional applicable federal regulations.

Where there are any conflicts between this MOU and any of the documents attached or incorporated herein by reference, then the following order of precedence shall be binding upon the parties: (1) this MOU; (2) RFP; (3) Subrecipient's proposal; (4) the four attachments referenced above in order.

II. SCOPE OF WORK

The Subrecipient agrees to provide the **Public Works 2025-26 Pollocks Branch Trail Bridge (PY24+ Extended)** program and related services described in the Scope of Work agreement. In serving the beneficiaries of its program, the Subrecipient will coordinate its efforts with other appropriate agencies. The Subrecipient shall make no changes, alterations, or amendments to the Scope of Work agreement or to the Budget without the prior written approval of BGM and/or HUD, if required.

III. FUNDING

BGM agrees to make available the sum of **\$55,527.91** for use by the Subrecipient to reimburse approved eligible expenses incurred by the Subrecipient during the MOU Program Year, such as for contracted services pursuant to this MOU and/or project-related materials. The reimbursement of funds to the Subrecipient is conditioned on the city's receipt of these funds from HUD and their appropriation by City Council.

A. Timeliness & Use of Funding Deadlines. Invoices and all necessary supporting documentation must be submitted to BGM for at least 45% of the total funding award no later than **January 15, 2025**, which amounts to **\$24,987.56**. Any of the aforementioned amount not spent and invoiced prior to August 30, 2026, may be reprogrammed by BGM to assist in meeting HUD timeliness requirements. If the August 30, 2026, deadline is met, additional invoices and supporting documentation must be submitted to BGM totaling at least 65% of the total funding sum no later than **October 30, 2026**, which amounts to **\$36,093.14**. Any of the aforementioned amount not spent prior to October 30, 2026, may be reallocated by BGM to assist in meeting HUD timeliness requirements. All funds allocated under this MOU that are not spent and invoiced by Subrecipient on or before **June 30, 2026**, shall be subject to reprogramming at the discretion of BGM staff.

Subrecipient shall in a timely manner submit invoices of allowable expenses and documentation of such expenses. Upon review and approval by BGM, Subrecipient shall be reimbursed for all eligible and documented expenses.

IV. TERM

Unless terminated earlier in accordance with the provisions contained herein, the term of this MOU shall run from **July 1, 2025**, through **December 31, 2026**, or for such longer period that BGM and Subrecipient agree to in writing and for which CDBG funds have been appropriated

and are available.

V. REPORTS AND MONITORING

A. Quarterly Reports. The Subrecipient shall submit progress reports (the “Quarterly Progress Report” or “QPR”) on a quarterly basis via the Neighborly Participant Portal no later than the 15th of the months of **July and October, 2026**, and **January, 2027**, to the BGM staff contact indicated in Section XVIII.

B. Closeout Reports. The Subrecipient shall also submit no later than **January 15, 2027**, a comprehensive report detailing how the Subrecipient has met the requirements, goals, and objectives of the approved Scope of Work during the MOU program year (“the Closeout Report”). The Closeout Report shall include, at a minimum, accomplishments data, including data on recipients of CDBG-funded services (“beneficiaries”) and identification of actual expenditures.

C. Monitoring. BGM will schedule at least one monitoring visit with the Subrecipient to evaluate the program’s progress and performance. During or in connection with any monitoring visits, BGM shall be provided access to all of Subrecipient’s program-related books, records and other materials (including, without limitation, computer files).

VI. SUBCONTRACTS

The Subrecipient shall not assign or subcontract this MOU, or any part herein, without the prior written approval of BGM. If approval is granted, any subcontract and all subcontracting procedures shall be in accordance with federal procurement standards contained in 24 CFR Part 85, the Office of Management and Budget (OMB) Circular 110, and other applicable regulations.

VII. REGULATIONS AND REQUIREMENTS

A. Conformity to HUD Regulations. The Subrecipient agrees to abide by guidelines set forth by HUD for the administration and implementation of the CDBG Program, including:

- (1) applicable Uniform Administrative Requirements set forth in 24 CFR 570.502; and
- (2) applicable regulations in 24 CFR 570.600, et seq.; and
- (3) the requirements and standards of OMB Circular No. A-122, and the Attachments to OMB Circular No. A-110 specified in 24 CFR 570.502 (b).

The Subrecipient agrees that duly authorized representatives of HUD and/or BGM shall have access to any books, documents, papers, and records of the Subrecipient that are directly pertinent to this MOU for the purpose of making audits, examinations, and transcriptions.

B. Conformity to City Regulations. The Subrecipient agrees to observe and abide by all rules, regulations, ordinances, and resolutions that may be promulgated from time to time by

City Council, as well as to implementing guidance developed by BGM concerning the use of the awarded funds.

VIII. PROGRAM BENEFICIARIES

The Subrecipient agrees that CDBG funds shall only be used to provide services to residents of the City of Charlottesville.

IX. EQUAL EMPLOYMENT OPPORTUNITIES

The Subrecipient shall comply with Equal Employment Opportunities as stated in Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented by regulations promulgated by the U.S. Department of Labor.

X. PROGRAM INCOME AND REVERSION OF ASSETS

All "program income," as defined by HUD regulations, gained by the Subrecipient from any activities funded by CDBG funding shall be returned promptly to BGM.

Within 30 days of the expiration or termination of this MOU the Subrecipient shall transfer to BGM any CDBG funds on hand at the time of expiration and any accounts receivable attributable to the use of CDBG funds. Any real property under the Subrecipient's control that was acquired or improved in whole or in part with CDBG funds in excess of \$25,000 shall be used or disposed of in accordance with 24 CFR 570.503(b)(7).

XI. RELIGIOUS ORGANIZATIONS

The City of Charlottesville does not discriminate against faith-based organizations in accordance with Virginia Code Section 2.2-4343.1. CDBG funds may be used by religious organizations or on property owned by religious organizations provided that Subrecipient seeks prior written approval from BGM and provided that Subrecipient adheres to the requirements set forth in 24 CFR 570.200(j).

XII. RECORD KEEPING

A. Financial Management. Subrecipient shall comply, at all times, with the Guidelines for Financial Management set forth in Attachment III of this MOU. Subrecipient shall keep and upon request make available to BGM, books, documents, financial statements, invoices, bills, purchase orders, purchase vouchers, payrolls and other records (including, without limitation, computer files) recording all net costs, all direct and indirect costs of labor, materials, equipment, supplies and services, and all other costs and expenses, of any nature whatsoever, for which reimbursement is or may be claimed under the provisions of this MOU.

B. Records. Subrecipient shall keep and upon request make available to BGM, books,

documents and other records (including, without limitation, computer files), recording any and all contracts, transactions, activities, claims, disputes, lawsuits, and correspondence pertaining or relating in any way to this MOU.

C. Availability of Records. HUD and BGM, and the authorized representatives of each, shall have the right of access, upon request, to any and all books, documents and other records of the Subrecipient pertaining to or relating in any way to this MOU. At any time during the MOU year, HUD and BGM, and the authorized representatives of each, shall have the right to conduct any audit(s) or other examination(s) (including, without limitation, examinations conducted during any monitoring visits) of Subrecipient's activities and records as those agencies, or either of them, deem appropriate. HUD and BGM, and the authorized representatives of each, shall have the right to copy, transcribe and to reproduce for their own use any books, documents and other records of the Subrecipient.

D. Duration of Records. The Subrecipient shall preserve and make available to HUD and/or BGM staff its books, documents and other records (including without limitation, computer files) pertaining to or relating in any way to this MOU, for a period of four years after final payment under this MOU or for such longer period, if any, as is required by applicable statute, by any clause of this MOU, or by (1) or (2) below.

1. If this MOU is completely or partially terminated, the records relating to the work terminated shall be preserved and made available until expiration of four years from the date of the resulting final settlement.
2. Records that relate to (i) appeals under the "Disputes" clause of this MOU, (ii) litigation or the settlement of claims arising out of the performance of this MOU, (iii) cost and expenses of this MOU as to which exception has been taken by HUD or any of its authorized representatives, or by BGM or its authorized representatives, shall be retained by the Subrecipient until such appeals, litigation, claims, or exceptions have been disposed of.

E. Subcontracts. The Subrecipient shall include in each of its subcontracts hereunder, a provision to the effect that the subcontractor agrees that HUD or any of its authorized representatives, and BGM or any of its authorized representatives, shall, until the expiration of four years after final payment under the MOU, have the right to examine any books, documents, and records of such subcontractor that pertain or relate to, the subcontract. The term "subcontractor" as used in this paragraph only excludes (i) purchase orders not exceeding \$2,500 and (ii) subcontracts or purchase of public utility services with rates established for uniform applicability to the general public.

XIII. DISPUTES

Except as otherwise provided in this MOU, any dispute arising under this MOU which is not disposed of by agreement shall be decided by the Director of BGM, who shall reduce his

decision to writing and furnish a copy thereof to the City Manager and the Subrecipient. The decision of the BGM Director shall be final and conclusive unless, within ten days from the date of receipt of such copy, the Subrecipient furnishes to the City Manager a written appeal.

The decision of the City Manager or his duly authorized representative for the determination of such appeals shall promptly be hand delivered or sent by certified mail to the Subrecipient, and such decision shall be final and conclusive unless appealed to a court of competent jurisdiction within 30 days of receipt of the City Manager's decision and determined by that court to have been fraudulent or arbitrary.

In connection with any appeal proceeding under this clause, the Subrecipient shall be afforded an opportunity to be heard, to be represented by counsel at its own expense, if it so desires, and to offer evidence in support of its appeal. Pending final decision of a dispute hereunder, the Subrecipient shall proceed diligently with the performance of the MOU and in accordance with the decision of the BGM Director.

XIV. TERMINATION FOR CAUSE OR CONVENIENCE

A. Termination for Cause by BGM. If the Subrecipient fails to fulfill its obligations and promises under the MOU, or if it violates any of the covenants, agreements, or stipulations of this MOU, BGM shall thereupon have the right to terminate this MOU by giving written notice to the Subrecipient of such termination and specifying the effective date thereof, at least 30 days before the effective day of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared or obtained by the Subrecipient in relation to this MOU shall become the property of BGM.

Notwithstanding the above, the Subrecipient shall not be relieved of liability to BGM for any damages sustained by BGM by virtue of any breach of the MOU by the Subrecipient, or for money received but not earned and BGM may withhold any payments to the Subrecipient and retain them for the purpose of setoff to the extent of the amount due to BGM from the Subrecipient.

B. Termination for Convenience.

1. By Subrecipient. The Subrecipient may terminate this MOU at any time, with or without cause, for any or for no reason, by giving written notice to BGM of such termination and specifying the effective date thereof, at least 90 days before the effective date of such termination. In that event, all finished or unfinished documents and other materials relating to this MOU shall become the property of BGM.

2. By BGM. BGM may terminate this MOU at any time for any reason and without cause, by giving 60 days' advance written notice to the Subrecipient of such termination. If the MOU is terminated by BGM as provided herein the Subrecipient will be paid an amount representative

of the time the Subrecipient has actually performed under this MOU. In addition, in the event that the funds are not available, or are not appropriated, to support BGM's obligations under this MOU, then BGM may terminate this MOU by providing written notice to the Subrecipient within a reasonable time after the unavailable or non-appropriation of funds is effected.

XV. SPECIAL PROVISIONS

A. Non-Discrimination. During the performance of this MOU, the Subrecipient agrees that it will not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, national origin, age, disability or any other basis prohibited by law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Subrecipient. The Subrecipient agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. Also, the Subrecipient, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient, will state that it is an equal opportunity employer.

B. Safe Workplace. During the performance of this MOU the Subrecipient agrees as follows: (1) to provide a drug-free workplace for the Subrecipient's employees; (2) to post in conspicuous places available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Subrecipient's workplace and specifying the actions that will be taken against employees for violations of such prohibition; and (3) state in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient that the Subrecipient maintains a drug-free workplace. For the purposes of this paragraph, "drug-free workplace" means a site for the performance of work done in connection with the MOU awarded to a Subrecipient in accordance with this procurement transaction, where the Subrecipient's employees are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the MOU.

C. Notices. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

D. Subcontractors. The Subrecipient will include the provisions of the foregoing paragraphs A, B, and C in every subcontract or purchase order of over \$10,000 so that the provisions will be binding upon each subcontractor.

XVI. WORKER'S COMPENSATION

Subrecipient shall not allow any subcontractor to perform any work on a construction project in connection with this MOU unless the subcontractor has obtained, and continues to maintain

for the duration of such work, such worker's compensation coverage as required by law. Subrecipient shall include the provisions of this paragraph within each of its subcontracts, so as to bind each subcontractor.

XVII. PUBLIC DISCLOSURE OF MOU DOCUMENTS

Subrecipient acknowledges and understands that this MOU, and all related public proceedings and records, shall be open to public inspection in accordance with the Virginia Freedom of Information Act (Va. Code § 2.2-3700 et seq.) and the Virginia Public Procurement Act (Va. Code § 2.2-4300 et seq.) to the extent that either of those laws applies.

XVIII. CONTACT PERSONS

BGM's designated representative to receive all communications, claims and correspondence regarding this MOU is **Anthony Warn, Grants Analyst, Office of Budget & Grants Management**. All communications, claims and correspondence shall be sent to BGM's representative via email to warna@charlottesville.gov; original copies may also be sent via mail to the following address: The Office of Budget & Grants Management, P.O. Box 911, Charlottesville, VA 22902. Subrecipient's designated representative to receive all communications, claims and correspondence regarding this MOU is **Steven Hicks, Director, Department of Public Works**. All communications, claims and correspondence shall be sent to Subrecipient's representative via email to hickss@charlottesville.gov and/or via mail to the following address: Department of Public Works, City of Charlottesville, Charlottesville, VA 22902.

XIX. SEVERABILITY

In the event that any term, provision or condition of this MOU shall be held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this MOU shall not be affected thereby.

XX. NO WAIVER OF RIGHTS

No failure on the part of BGM to enforce any of the terms or conditions set forth in this MOU shall be construed as or deemed to be a waiver of the right to enforce such terms or conditions. No waiver by BGM of any default or failure to perform by Subrecipient shall be construed as or deemed to be a waiver of any other and/or subsequent default or failure to perform. The acceptance or payment of any rentals, fees and/or charges by BGM, and/or the performance of all or any part of this MOU by BGM, for or during any period(s) following a default or failure to perform by the Subrecipient, shall not be construed as or deemed to be a waiver by BGM of any rights hereunder, including, without limitation, BGM's right to terminate this MOU.

XXI. INDEPENDENT CONTRACTOR

Neither the Subrecipient, nor its agents, employees, assignees or subcontractors shall be deemed employees or agents of BGM by virtue of any services performed pursuant to this MOU or the contractual relationship established hereby. The Subrecipient shall have sole responsibility for its staff, including their work, personal conduct, directions and compensation.

XXII. MODIFICATION

This MOU may be modified by the parties during performance, but no modification shall be valid or enforceable unless in writing and signed by each of the parties hereto in the same manner and with the same formality as this MOU.

XXIII. GOVERNING LAW

This MOU shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia. All litigation arising out of this MOU shall be commenced and prosecuted in the federal, state or local court(s) having jurisdiction within Charlottesville, Virginia.

XXIV. ENTIRE MOU

This MOU represents the entire agreement between the parties, and there are no other MOUs or understandings between the parties, either verbal or written, which have not been incorporated herein.

This MOU shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS THEREOF, the parties hereto have executed or caused to be executed by their duly authorized officials this MOU for the CDBG-funded **Public Works 2025-26 Pollocks Branch Trail Bridge (PY24+ Extended)** program which shall be deemed an original and effective on the date of the last signature below.

**FOR THE
CITY OF CHARLOTTESVILLE:**

**FOR THE
DEPARTMENT OF PUBLIC WORKS:**

(Signature)

(Signature)

By: Sam Sanders
(Print Name)

By: Steven Hicks
(Print Name)

Title: City Manager

Title: Director, Department of Public Works

Date: _____

Date: _____

Funds Available:

(Finance Department)

Approved as to Form:

(Office of the City Attorney)

ATTACHMENTS:

- Scope of Work Agreement
- Budget
- Financial Management Procedures *(Included as attachments)*
- Federal Regulations *(Included as attachments)*

ATTACHMENT III

Guidelines for Financial Management of HUD-Funded Activities

To comply with federal regulations, each program must have a financial management system that provides accurate, current and complete disclosure of the financial status of the activity. This means the financial system must be capable of generating regular financial status reports which indicate the dollar amount allocated for each activity (including any budget revisions), the amount obligated (i.e., for which MOU exists), and the amount expended for each activity. The system must permit the comparison of actual expenditures and revenues against budgeted amounts. BGM must be able to isolate and to trace every CDBG and/or HOME program dollar received and prove where it went and for what it was used.

Accounting records must be supported by source documentation. Invoices, bills of lading, purchase vouchers, payrolls and the like must be secured and retained for four years in order to show for what purpose funds were spent. Payments should not be made without invoices and vouchers physically in hand. All vouchers/invoices should be on vendors' letterhead.

All employees paid in whole or in part from CDBG funds should prepare a time sheet indicating the hours worked on CDBG Work Programs for each pay period. Based on these time sheets and the hourly payroll costs for each employee, a voucher statement indicating the distribution of payroll charges should be prepared and placed in the appropriate files.

BGM is responsible for reviewing and certifying the financial management system of any operating agency which is not a City department or bureau, in order to determine whether or not it meets all of the above requirements. If the agency's system does not meet these requirements and modifications are not possible, BGM must administer the CDBG funds for the operating agency.

Financial records are to be retained for a period of four years, with access guaranteed to HUD or Treasury officials or their representative.

One copy of the vendors' audited financial statement shall be submitted to BGM immediately following the end of the vendors' fiscal year(s) during which CDBG funds are received.

Payment to Subrecipients will be on a reimbursement basis to be submitted to:

Office of Budget & Grants Management
City of Charlottesville
P.O. Box 911
Charlottesville, VA 22902

Requests are to be submitted on Subrecipient's letterhead in a format consistent with the budget attachment, including an analysis of expenses to budget. A cash advance may be available upon special request at the sole discretion of BGM staff.

ATTACHMENT IV Federal Regulations

I. Compliance with Section 109 of the Housing and Community Development Act of 1974

The work to be performed under this MOU is subject to the requirements of Section 109 of the Housing and Community Development Act of 1974 (“Section 109”), which requires that no person in the United States shall on the ground of race, color, national origin, religion, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance made available pursuant to the Act. Section 109 also directs that the prohibitions against discrimination on the basis of age under the Age Discrimination Act and the prohibitions against discrimination on the basis of disability under Section 504 shall apply to programs or activities receiving Federal financial assistance under Title I programs.

II. Compliance with the Equal Opportunity Provisions of Executive Order No. 11246

In carrying out the MOU, the Subrecipient or Provider shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, handicap, or national origin. The Subrecipient or Provider shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, handicap or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Subrecipient or Provider shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Government setting forth the provisions of this nondiscrimination clause. The Subrecipient or Provider shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, handicap or national origin.

III. Compliance with Housing and Urban Development Act of 1968, Section 3 (24 CFR 135.38)

A. The work to be performed under this MOU is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (“Section 3”). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this MOU agree to comply with HUD’s regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this MOU, the parties to this MOU certify that they are under no contractual or other impediment that would prevent them from

complying with the part 135 regulations.

C. The Subrecipient or Provider agrees to send to each labor organization or representative of workers with which the Subrecipient or Provider has a collective bargaining MOU or other understanding, if any, a notice advising the labor organization or workers' representative of the Subrecipient or Provider's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The Subrecipient or Provider agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The Subrecipient or Provider will not subcontract with any subcontractor where the Subrecipient or Provider has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The Subrecipient or Provider will certify that any vacant employment positions, including training positions, that are filled (1) after the Subrecipient or Provider is selected but before the MOU is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the Subrecipient or Provider's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this MOU for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) ("Section 7(b)") also applies to the work to be performed under this MOU. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this MOU that are subject to the provisions of Section 3 and Section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with Section 7(b).

IV. Conflict of Interest

No member of the governing body, or employee of the City of Charlottesville, Virginia, or its

designees or agents, and no other public official of such locality who exercises any functions or responsibilities with respect to the Community Development Block Grant Program, during their tenure or for one year thereafter, shall have any interest, direct or indirect, in this MOU, or any subcontract, or the proceeds thereof.

V. Compliance with Lead-Based Paint Regulations

All construction, rehabilitation, or modernization of residential structures provided under this MOU shall comply with the provisions of the Lead-Based Paint Poisoning Prevention Act (84 Stat. 2080; 42 USC 4841(3)) and the regulations thereunder (24 CFR Part 35). The Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 482-4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851-4856), and implementing regulations at part 35, subparts A, B, J, K, and R of this part cover activities under this MOU, as applicable.

VI. Compliance with Section 504 of the Rehabilitation Act of 1973 (amended 1978, 1986)

The work to be performed under this MOU is subject to the requirement of Section 504 of the Rehabilitation Act of 1973, as amended, which states that: "No other qualified handicapped individual in the United States ... shall, solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or under any program or activity conducted by any Executive agency."

VII. Certification Regarding Government-wide Restriction on Lobbying (Title 31 U.C.S., Section 1352)

The Subrecipient or Provider certifies, to the best of his or her knowledge and belief, that:

- i. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Recipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative MOU, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- ii. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee, or an employee of a Member of congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Subrecipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Federal Lobbying" in accordance with its instruction.
- iii. The Subrecipient or Provider shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that

all subrecipients shall certify and disclose accordingly.

- iv. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

V. Other Guidance

Compliance with all applicable federal law is required, including, without limitation:

- 24 CFR 85.36
- 24 CFR 570.200 (j)
- 24 CFR 570.530 (a)(8)
- 24 CFR 570.603 (Labor standards)
- 24 CFR 570.604 (Environmental standards)
- 24 CFR 570.605 (National Flood Insurance Program)
- 24 CFR 570.606 (Displacement, relocation, acquisition and replacement of housing)
- 24 CFR 570.607 (Employment and contracting opportunities)
- 24 CFR 570.609 (Use of debarred, suspended or ineligible contractors or subrecipients)
- 24 CFR 570.610 (Uniform administrative requirements and cost principles)
- 24 CFR 570.613 (Eligibility restrictions for certain resident aliens)
- 24 CFR 570.614 (Architectural Barriers Act and the Americans with Disabilities Act)
- OMB Circulars A-87, A-110, and A-128 n2 (implemented at 24 CFR part 44), as applicable, as they relate to the acceptance and use of Federal funds under this part.
- Public Law 88-352 (Title VI of the Civil Rights Act of 1964 and 24 CFR part 1.
- Public Law 90-284 (Fair Housing Act)
- Executive Order 11063, as amended by Executive Order 12259 (Equal Opportunity in Housing), and implementing regulations in 24 CFR part 107.
- Executive Order 12372 (Intergovernmental Review of Federal Programs) and implementing regulations at 24 CFR part 52.

NOTICE: This Attachment identifies some applicable federal laws and regulations; however, this is not a representation or, agreement of the City, that no other federal laws or regulations apply to this MOU. Subrecipient shall be responsible for compliance with all applicable federal laws and regulations, whether or not such laws or regulations have been referenced in this MOU or its attachments.

RESOLUTION TO APPROPRIATE FUNDS

Resolution to Approve the 2024 Parks & Recreation Pollocks Branch Trail Bridge Accessibility Enhancements Project and to Appropriate Associated CDBG Funds, a Minor Amendment in the Amount of \$55,527.91 (Amended)

WHEREAS the City of Charlottesville has been recognized as an entitlement community by the U.S. Department of Housing and Urban Development (HUD) and, as such, City Council has previously approved certain sums of federal grant receipts to support the city’s Community Development Block Grant (CDBG) program; and

WHEREAS the City now has the opportunity to remove a significant longstanding barrier to access and enhance connectivity to the city’s recreational spaces and trails for residents and visitors to the city alike; and

WHEREAS this project will support Council’s Strategic Plan Framework vision of supporting access to recreational opportunities and greenspace;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the proposed project as presented here today before Council is approved and that the Office of Community Solutions is hereby authorized to begin work to implement said program.

BE IT FURTHER RESOLVED that, in support of this program, appropriations made within the CDBG Fund be amended by the respective amounts shown below and that the balance accumulated in the Fund as a result of these adjustments be hereby appropriated to the revenue account indicated below, as follows:

<i>Fund</i>	<i>SAP Expenditure Account(s)</i>	<i>Proposed Reduction(s)</i>
218	P-00001-05-19	-\$26,513.05
218	3914001000	-\$29,014.86
Subtotal =		-\$55,527.91

<i>SAP Account Code</i>	<i>SAP Revenue Account</i>	<i>Proposed Addition(s)</i>
1900567	FY25 Pollocks Branch Trail Bridge P&R PY24+	\$55,527.91
Subtotal =		\$55,527.91

To this end, the City Manager, the Director of Finance, and public officers to whom any responsibility is delegated by the City Manager pursuant to City Code Section 2-147, are authorized to establish administrative procedures and provide for guidance and assistance in the execution of the funded program.

BE IT FURTHER RESOLVED that any unspent funds available after this HUD-funded activity is completed and closed out with HUD will hereby be returned to the unallocated lump sum account within Fund 218 to be reallocated to suitable new activities by Council at a later date.

FINALLY, BE IT FURTHER RESOLVED that the funding award appropriated within this resolution will be provided as a grant to a private non-profit, charitable organization the Department of Parks & Recreation, a component of the City of Charlottesville municipal government ('subrecipient'), and shall be utilized by the subrecipient solely for the purpose stated within their approved Scope of Work. The City Manager is hereby authorized to enter into an agreement Memorandum of Understanding (MOU) with the subrecipient named herein as deemed advisable, to ensure that the grants are expended for their intended purposes and in accordance with applicable federal and state laws and regulations.

Policy Briefing Summary

City Council



Regarding:	Repeal of Obsolete Provisions in Chapter 3, Amusements, of the Charlottesville City Code
Staff Contact(s):	John Maddux, City Attorney
Presenter:	John Maddux, City Attorney
Date of Proposed Action:	May 18, 2026

Issue

Whether City Council should repeal the two remaining operative provisions in Chapter 3, **Amusements**, of the City Code because they are antiquated, no longer used in City operations, and unnecessary in light of the City's current regulatory and administrative practices.

Background / Rule

Chapter 3 of the City Code currently contains two operative provisions.

Section 3-1 regulates minors being employed in, playing in, remaining in, or frequenting billiard saloons or poolrooms. The provision includes detailed restrictions based on age, building layout, interior visibility, lighting, alcohol service, and the number and size of pool tables.

Section 3-2 requires a person conducting a carnival or similar exhibition in the City to deposit \$50 per day with the City Treasurer to cover the cost of additional City services associated with the event. The provision also authorizes the Chief of Police to designate police personnel as necessary for policing the carnival or exhibition.

These provisions are antiquated and are not part of the City's current approach to business regulation, public safety planning, event permitting, or cost recovery. The proposed ordinance would repeal Sections 3-1 and 3-2 and reserve Chapter 3 for future use.

Analysis

Staff recommends repealing Sections 3-1 and 3-2.

Section 3-1 reflects an outdated regulatory approach to poolrooms and billiard saloons. The City no longer regulates these establishments through this type of stand-alone provision, and any modern public safety, licensing, zoning, alcohol, or youth-related issues are more appropriately addressed through generally applicable state law, business licensing requirements, zoning regulations, ABC regulations, and other current legal tools.

Section 3-2 is likewise outdated. The City does not currently rely on this provision to manage carnivals, exhibitions, special events, or related public safety needs. Current event review and permitting practices provide a more appropriate mechanism for evaluating public safety, traffic, operational, and cost-recovery concerns associated with events.

Repealing these provisions will remove obsolete language from the City Code without limiting the City's ability to regulate businesses, events, public safety issues, or the use of public property through current

laws and procedures. Reserving Chapter 3 will preserve the Code structure and avoid unnecessary renumbering.

Financial Impact

There is no financial impact. The City is not currently collecting fees or deposits under these provisions.

Recommendation

Staff recommends that City Council approve the ordinance repealing Sections 3-1 and 3-2 of Chapter 3 of the City Code and reserving Chapter 3 for future use.

Recommended Motion (if Applicable)

I move to approve the ordinance repealing Sections 3-1 and 3-2 of Chapter 3, Amusements, of the Charlottesville City Code and reserving Chapter 3 for future use.

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

Attachments

1. Ordinance Repealing Section 3-1 and 3-2 of the City Code

**ORDINANCE REPEALING SECTIONS 3-1 AND 3-2 OF CHAPTER 3, AMUSEMENTS,
OF THE CODE OF THE CITY OF CHARLOTTESVILLE, AND RESERVING
CHAPTER 3 FOR FUTURE USE**

WHEREAS, the City Council has directed and supported an ongoing review of the Code of the City of Charlottesville to identify provisions that are obsolete, unnecessary, outdated, or inconsistent with current City operations; and

WHEREAS, Chapter 3 of the City Code, titled “Amusements,” contains two operative provisions: Section 3-1, regarding minors employed in or frequenting poolrooms or billiard saloons, and Section 3-2, regarding deposits required for carnivals and similar exhibitions; and

WHEREAS, these provisions are antiquated and are no longer necessary for the City’s current regulatory, public safety, business licensing, or event permitting operations; and

WHEREAS, the City retains other legal and administrative tools to address business licensing, public safety, special events, use of public property, and related matters; and

WHEREAS, City Council finds that repealing these obsolete provisions will simplify the City Code and better align it with current City operations, while reserving Chapter 3 for potential future use;

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

1. Sections 3-1 and 3-2 of Chapter 3 of the Code of the City of Charlottesville, Virginia, 1990, as amended, are hereby repealed, and Chapter 3 is reserved as follows:

Chapter 3

AMUSEMENTS

Secs. 3-1—3-25. Reserved.

Article II. Reserved.

2. all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

3. this ordinance shall be effective upon adoption.



City Manager's Report

City Departments

5-18-2026

City Manager – Sam Sanders (he/him)

- May 5:
 - Celebrated the quarterly recognition of employees selected for modeling organizational excellence during our Thrive! Awards event.
- May 7-8:
 - Attended a National League of Cities convening of the Southern Cities Economic Initiative at the Federal Reserve Bank of Atlanta. This is a 14-city cohort working on critical community initiatives. The meeting was to ensure local government leadership and partner organizations have buy-in on the work. The City of Charlottesville's project is focused on the expansion of early childhood spots for children to gain opportunities to be prepared for their first day of school, while also enhancing the ecosystem of childcare workers to address our critical shortage as an economic development priority. I attended with Ravi Cooper, United Way CEO.
 - Received a presentation by Berry Dunn for a procurement assessment project aimed at ensuring the City is employing best practices in our management of procurement services for the organization.
- May 12:
 - Held my monthly check-in with Jeff Richardson, Albemarle County Executive.
 - Charlottesville-Albemarle Airport (CHO) Authority Meeting:
 - Approved CHO Air Carrier Incentive Program changes. This is used to help recruit new air service to the region.
 - Discussed the submission of a federal grant earlier this month to hopefully support a request for service to Boston to be matched by local funds on hand. If service is secured, it could be available in 2027, but no commitment is in play at this time.
 - Reviewed discussion points of how CHO supported President Trump's visit, which is a heavy lift for any community and requires readiness for the entire duration of the visit. Our airport safety crew was highlighted for their professionalism and commitment to service during this high alert event.

Utilities – Director Lauren Hildebrand (she/her)

- 2026 Customer Satisfaction Survey
 - The Department of Utilities values community engagement and thanks the community for helping with the 2026 Customer Satisfaction Survey. With over 250 submissions, this feedback helps to ensure we continue to provide first-rate utility services, and our department is currently in the process of prioritizing and addressing what matters most to you. Survey responses reveal high levels of satisfaction with both the reliability and the

value of the utility services we provide. Among respondents, 100% are satisfied and neutral with the reliability of water service, and 99% are satisfied and neutral with the reliability of sanitary sewer service and natural gas service. Over 90% of respondents rate the value of their water, wastewater, and gas service at fair and above (good and excellent), and 89% rate the value of the stormwater service at fair and above (good and excellent). More details on these results, as well as the results of the other areas covered by the survey, can be found on our website at www.charlottesville.gov/utilities.

- 2026 Water Quality Report
 - The Department of Utilities is pleased to announce that the 2026 Water Quality Report is now available to the community, and we are happy to share that once again the water we deliver exceeds all regulatory standards set by the Safe Drinking Water Act, the Environmental Protection Agency, and the Virginia Department of Health. We understand that safe, clean, and reliable water is essential to the health and productivity of Charlottesville, and we continuously work to provide dependable, superior quality water. We encourage the community to read the report, and become familiar with the source of their water, the extensive testing performed on their water, and the measures implemented to enhance the quality of their water. Information on how to access the report will be sent with the current customer utility bill and via Utilities' May electronic newsletter. Copies of the Water Quality Report can be found in the lobby of City Hall, at the Central Library on E. Market Street, at the Utilities Administration Building, and online at www.charlottesville.gov/waterquality or by calling Utilities at 434-970-3800.

Parks & Recreation – Director Riaan Anthony (he/him)

- Summer program registration opened on May 11. Customers can [register online](#), over the phone at 434-970-3260 or in-person at Carver Recreation Center or Smith Aquatic & Fitness Center.
- Summer camp enrollment is 94% full with 957 campers registered. We look forward to welcoming campers at Carver, Key, and Tonsler Recreation Centers.
- Spray Grounds opened for the 2026 season on Saturday, May 16. Spray Grounds are located at Belmont Park, Forest Hills Park, Greenleaf Park and Tonsler Park. The spray grounds are free and run daily from 10:00 AM – 7:00 PM.
- The 5-12-year-old playground equipment at Meade Park has been removed, and contractors are installing the new equipment. We are looking forward to opening this part of the playground in the coming weeks.

- Interest in the garden program remains steady, and the deadline for registered gardens to begin work on their assigned plots was May 1. Staff will conduct site visits to ensure compliance with participation guidelines. Plots are still available at Meadowcreek Gardens.
- The Connect Charlottesville public engagement page was published, and the survey about the Urban Forest Management Plan is now active (until May 24): <https://connect.charlottesville.gov/urbanforest-managementplan>.
- The irrigation replacement project at Meadowcreek Golf Course is complete. The new irrigation system replaced the existing ones from 1974 and 1992 that were at the end of their useful life. The new system provides water more efficiently to the property.
- Registration is open for the Spring Scramble at Meadowcreek Golf Course on May 23. Interested players can register online at <https://www.meadowcreekgolf.org/event/2026-spring-scramble/>.
- A ribbon cutting was held April 16 for the Washington Park connector trail.
- The Adaptive Recreation Program welcomed three new participants for an overnight trip to local Camp Holiday Trails. There were lots of first, new experiences, and friendships made.
- We had a great turnout for Family Bike Day on Sunday, May 3, at Charlottesville Skate Park. This year's theme was Old West and included a bike rodeo, cowboy hat helmet decoration, a DJ, and food trucks.
- We're thrilled to share that the City Market kicked off the 2026 season with an exceptional April. Across four vibrant market days, over 90 vendors brought in \$183,337 in total sales exceeding last year's April totals.
- Farmers in the Park at Pen Park opened last Wednesday and will run Wednesdays from 3:00 to 7:00 PM weekly.
- The Market Parklet is already proving to be a major success at City Market! The space has been full of people throughout the morning—sitting, socializing, eating, playing games, and enjoying live music. Most of all, visitors are taking full advantage of the much-needed shade, making it a comfortable place to relax and spend time at the market.

Neighborhood Development Services (NDS) – Director Kellie Brown (she/her)

- The City reminds residents of property maintenance requirements during the growing season:

As the growing season begins, the City of Charlottesville is reminding residents and property owners of maintenance requirements outlined in [Charlottesville City Code § 5-149](#).

[Under City Code](#), grass and weeds may not exceed 18 inches in height. Property

owners are also required to ensure that trees, shrubs, and other vegetation do not obstruct streets or sidewalks, helping maintain safe and accessible public spaces for all.

These standards support the City's ongoing commitment to a clean, safe, and accessible community.

Enforcement is proactive. If a property is found to be in violation, the owner will receive a Notice of Violation by mail. The notice will include a reinspection date, which is 10 days from the date of mailing.

Residents with questions or who need assistance understanding these requirements are encouraged to contact the Property Maintenance team within the Neighborhood Development Services department at 434-970-3182. Staff will return calls as soon as possible if they are unavailable at the time of contact.

Information Technology (IT) – Director Steve Hawkes (he/him)

- The IT Department is pleased to share several accomplishments and updates from April.
 - Helpdesk & Support Services:
 - The IT team completed 346 Helpdesk support tickets in April, with 99% of customer survey responses rating service as “very good” or “outstanding.” The Helpdesk team also deployed 11 new PCs to employees as part of our ongoing device refresh program.
 - Citywide Phone System Modernization:
 - Our transition from Cisco office phones to a modern Microsoft Teams/WebEx integrated phone system is progressing well. Three of the project's four phases are now complete. The final phase—departmental migrations—will take the most time but will provide the greatest benefits. Once finished, the City will gain improved collaboration capabilities along with meaningful cost savings.
 - Artificial Intelligence Initiative:
 - The IT Department continues to lead the City's work in responsible AI adoption. Current efforts include developing organizational AI policies and supporting the AI User Group, an employee-led community that meets regularly to explore how AI tools can enhance City operations.
 - In April, the SAP User Group also convened for its quarterly meeting to discuss upcoming system enhancements, training opportunities, and cross-departmental needs.
 - Applications & Systems Enhancement:

- The Applications team completed updates to several City systems during April, including:
 - The City’s digital TV system
 - The City Attorney’s office system
 - The NDS mobile inspection application
 - These improvements support seamless operations for staff and enhance service delivery to the public.
 - Professional Development:
 - The City’s Public Safety Analyst attended an industry user conference focused on one of Public Safety’s primary systems. Participation in these events ensures that staff remain knowledgeable about national best practices and emerging technologies.

Charlottesville Area Transit (CAT) – Director Garland Williams (he/him)

- CAT’s EV Charging Equipment Installation Project:
 - Phase 1 started on Monday, April 13. As of Friday, May 8, Blue Whale EV (CAT’s electric vehicle charging solutions expert) has completed approximately 50% of the construction, and CAT has spent \$93,355 of the authorized \$185,585 budget.
 - Completed to date:
 - Demolition of existing light poles and bases.
 - Trenching for conduit after boring subcontractor hit large amounts of rock.
 - Installation of conduit from future transformer location to power block location and from power blocks to parking lot charger locations.
 - Form work and rebar for remaining concrete to be poured.
 - Repoured concrete travel area in parking lot.
 - Upcoming milestones:
 - City inspection prior to pouring the remaining concrete for power blocks and chargers.
 - Concrete delivery – Wednesday, May 13 or Thursday, May 14 (rain date).
 - Pull wire and set charging infrastructure – May 18-28.

Public Works – Director Steven Hicks (he/him)

- Downtown Mall Fountains:
 - The barriers surrounding the three smaller Downtown Mall fountains have been removed, and the fountains are now open for public access and seasonal use.
- Public Works Spring Leadership Retreat
 - Public Works held its one-day Spring Leadership Retreat focused on finalizing the FY26 operational priorities and developing the FY27 work plan. The retreat included division leadership discussions on strategic goals, service delivery expectations, capital project coordination, workforce planning, operational efficiencies, and performance objectives. The retreat also focused on aligning department initiatives and strategic planning efforts with City Council's strategic outcome areas and desired community outcomes to support effective service delivery and long-term organizational planning.

Human Services – Director Misty Graves (she/her)

- The Community Resource Hotline is currently engaging property managers and landlords to update new fliers for housing navigation referrals and the Community Resource Line. For City residents who have fallen behind on rent, mortgage, or utilities, please call 833-524-2904. Last week, the team processed 24 past-due payments to keep residents in their homes and with necessary utilities.
- The Housing Navigation team housed four additional clients to more stable housing. If someone is looking for assistance with housing navigation, please go to the [Human Services website](#).
- ANCHOR (Assisting with Navigation, Crisis Help, and Outreach Resources) assisted 32 unique individuals during April with 52 interactions. Most of our encounters include responding to live 911 calls for service (60%) and follow ups (35%).
- The end of the school year is busy for teachers and students! The Community Based Services team and Youth Opportunity Coordinator are preparing for End of Year Celebrations and scaling up for Summer Programming. The Teens GIVE Service-Learning Program is already full for their summer program. And Community Attention Youth Internship Program (CAYIP) staff have been diligent with interviewing the over 300 teens that applied. Notifications of acceptance take place the week of May 25.

Charlottesville Police Department (CPD) - Chief Michael Kochis (he/him)

- Community Events:
 - The Police Department remains actively engaged with the community through ongoing outreach initiatives. Officers continue to participate in neighborhood events, public safety workshops, and collaborative programs designed to strengthen trust and foster positive relationships between law enforcement and the residents we serve. Upcoming and recent community engagement activities are coordinated with community partners to maximize participation and impact.
 - The following are a few upcoming events:
 - Healthy Streets Healthy People (in partnership with UVA Health)
 - Gun Safety and Buy Back event
 - Youth summer community academy
 - Weekly community walks (locations advertised weekly)
- Strategic Plan Development:
 - The Police Department is in the final stages of completing its comprehensive Strategic Plan. This plan will serve as the guiding framework for departmental priorities, operations, and community service delivery in the coming years.
 - Community Stakeholder Engagement
 - As a cornerstone of the strategic planning process, the Department conducted multiple stakeholder focus groups to ensure the plan reflects the needs, expectations, and values of the entire community. Participants included:
 - Community Residents – Gathered direct input from citizens across the City on public safety priorities and service expectations.
 - Business Leaders – Engaged the local business community to understand economic safety concerns and opportunities for partnership.
 - Faith Leaders – Collaborated with faith-based organizations to incorporate perspectives on community well-being and restorative approaches to public safety.
 - The feedback gathered through these focus groups has been instrumental in shaping the Department's strategic priorities and will be reflected in the finalized plan.
- Crime Reduction Efforts:
 - The Police Department remains steadfast in its commitment to reducing Part I crime throughout the City. Current strategies include:
 - Focused Deterrence – The Department is actively employing focused deterrence strategies that target the individuals and groups most likely to commit violent and property crimes. This evidence-

based approach combines law enforcement, human services, and community support to interrupt cycles of criminal behavior.

- Strategic Deployment of Resources – Patrol resources are being deployed strategically across the City using data-driven analysis to identify crime trends and high-impact locations. This approach ensures that personnel and equipment are positioned where they can have the greatest effect on deterrence and response.
- The Department will continue to monitor crime data, adjust strategies as needed, and collaborate with community partners to sustain and build upon reductions in Part I crime.

Charlottesville Fire Department (CFD) – Chief Michael Thomas (he/him)

- Notable Incidents:
 - The VA Department of Health:
 - Conducted an on-site inspection of CFD’s EMS equipment, apparatus, personnel files, and patient care data and CFD passed without any infractions.
 - Total Incidents: 33 with Fire Marshal’s Office (FMO) response:
 - Observatory Hill brush fire
 - Post–TomTom Festival events
 - Multiple occupancies were identified with significant overcrowding concerns; these were addressed by Fire Marshal personnel.
 - Community Risk Reduction (CRR)/Outreach:
 - Joint walkthroughs with City staff at unhoused encampment sites
 - Multiple visits with CPD and CRR.
 - TomTom Festival
 - Approximately 20 personnel hours per Fire Marshal
 - Four-day event
 - KidVention
 - Approximately six personnel hours
 - Fire extinguisher class
 - Stop the Bleed Training – Cherry Avenue Church
 - ALERRT training with CPD
 - Two-day training

Key Metrics:

Fiscal Year Comparison

	24	Fiscal Year 25	26	27
EMS	5,165	4,883	4,831	
Fire	178	204	206	
Other	2,318	2,840	3,530	
Grand Total	7,661	7,927	8,567	

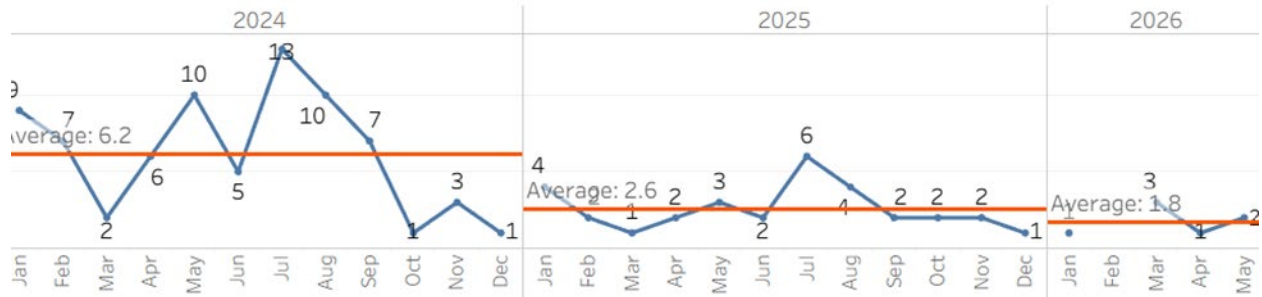
- Since last fiscal year, there has been a 17.5% increase in call volume overall. EMS call volume over the equivalent period had a decrease of 13%. Fire calls are slightly down from last year and “other” calls such as fire alarms and public assists have increased significantly with an increase of 66.2%.

Trends and Patterns		
Average Monthly EMS Incidents January-May: 344.6	Average Fire Incidents January-May: 18	Average Monthly Other January-May: 364
Change in Average Monthly EMS Incidents Since This Time Last Year: -13%	Average Change in Monthly Fire Incidents Since This Time Last Year: -1.1%	Average Change in Monthly Other Incidents Since This Time Last Year: +66.2%

- On average, CFD has run 439 EMS incidents, 18.7 fire incidents, and 320.9 other types of incidents each month this fiscal year.

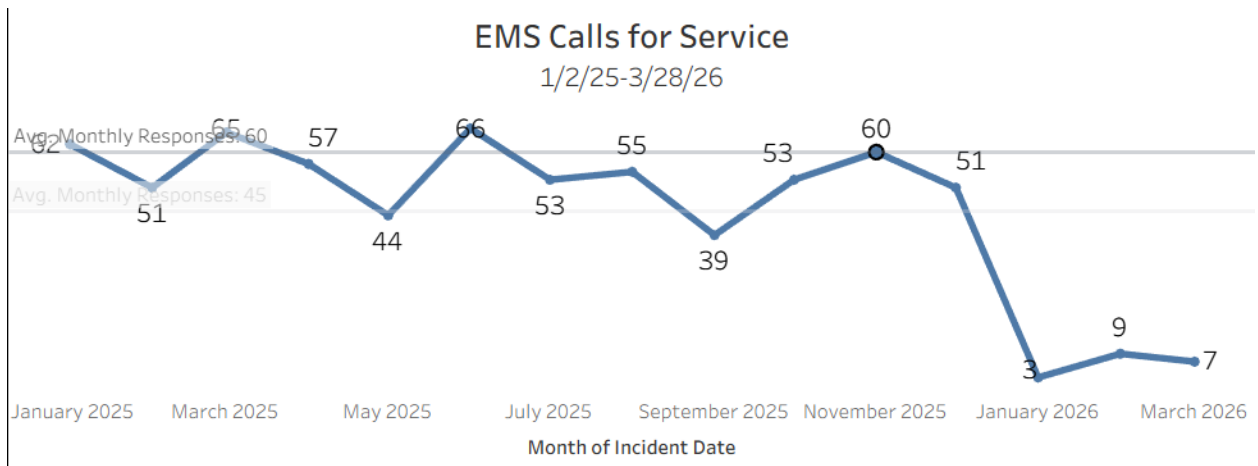
Opioid Overdoses

City EMS System Opioid Overdose Incidents



- Opioid overdoses in the City have remained low in 2026. CFD and Charlottesville-Albemarle Rescue Squad (CARS) have run below an average of less than three overdoses monthly in 2025, a decrease from 2024’s average of six overdoses monthly. Of note, there were no opiate overdoses in the month of February continuing the downward trend of opiate overdoses.

Unhoused EMS Patients



- Our records show that since January 2026, CFD & CARS have responded to far fewer unhoused patients. With the significant drop in these numbers coinciding with the new records management system, there will need to be some investigation into these findings.

CFD Public Engagements for April

April		
Saturday, April 4, 2026	0800-1300	Charlottesville City Market
Saturday, April 4, 2026	0800-1300	The Famers Market at IX Art Park
Saturday, April 4, 2026		Scott Stadium - Luke Combs
Saturday, April 4, 2026	1300 at Tonsler	Community Easter Event Tonsler Park
Monday, April 6, 2026	1730	Teach Stop the bleed Cherry Ave church evening group
Saturday, April 11, 2026	0800-1300	Charlottesville City Market
Saturday, April 11, 2026	0800-1300	The Famers Market at IX Art Park
Saturday, April 11, 2026	Starts 0700	Charlottesville Marathon, 1/2 Marathon, 10K
Saturday, April 11, 2026	9 PM - 12 AM	UVA Alumni Weekend Event Ting Pavillion
Wenesday, April 15, 2026	3pm- 5pm	Fire Extingisher class at the OMNI
Thursday, April 16, 2026	6- 10 PM	TBD Ting Pavillion
Friday, April 17, 2026	5 - 9 PM	Friday After Five
Saturday, April 18, 2026	1200-1400	Healthy Kids Day @ 151 McIntire Park Dr
Saturday, April 18, 2026	1000-1400	Housing Expo @ Upscale event center
Saturday, April 18, 2026	0800-1200	Charlottesville City Market
Saturday, April 18, 2026	0800-1200	The Famers Market at IX Art Park
Saturday, April 18, 2026		JPJ Concert - Billy Strings
Saturday, April 18, 2026	1 - 4 PM	TBD Ting Pavillion
Sunday, April 19, 2026		Ting Concert - Lake Street Dive
Sunday, April 19, 2026	6 - 11 PM	Lakestreet Dive Ting Pavillion
Tuesday, April 21, 2026	2:00pm	Fire Drill Herman Key Jr Center 800 E Market Street
Wednesday, April 22, 2026		Tom Tom Festival
Thursday, April 23, 2026		Tom Tom Festival
Friday, April 24, 2026		Tom Tom Festival
Friday, April 24, 2026	5 - 9 PM	Friday After Five
Saturday, April 25, 2026	0800-1200	Foxfield Races (Albemarle)
Saturday, April 25, 2026		Charlottesville City Market
Saturday, April 25, 2026	0930-1100	LifeSpring walk for kids
Saturday, April 25, 2026	0800-1200	The Famers Market at IX Art Park
Saturday, April 25, 2026	9:30-1300	KID Vention Key Recreation Center
Saturday, April 25, 2026		Ting Pavillion Concert
Saturday, April 25, 2026		Tom Tom Festival
Sunday, April 26, 2026		Tom Tom Festival
Wednesday, April 29, 2026		The Charlottesville Criterium Bike Race

Policy Briefing Summary

City Council



Regarding:	Youth Council Annual Presentation
Staff Contact(s):	Charlsie Stratton, Deputy Director Human Services Department
Presenter:	Youth Council
Date of Proposed Action:	May 18, 2026

Issue

Youth Council's summation of this year and recommendations. The youth will present this to City Council

Background / Rule

The youth council is a group of youth interested in learning about local government, the Charlottesville community and how they can make changes. This year the council focused on learning more about resources in the Charlottesville community, improving their leadership skills and what they would like to see modified to make youth council more diverse, accessible and engaged.

Analysis

This presentation from the Youth Council is the voice of the young people that live in this community. Their recommendations and perspective are ones that council has asked for by creating this council and promoting it.

Financial Impact

There is minimal financial difference. The current youth council finances are built into the Human Services Budget.

Recommendation

The youth will fully present their ideas on what they feel are meaningful changes that could be beneficial to the structure of Youth Council moving forward.

Recommended Motion (if Applicable)

Attachments

1. Youth Council 2026 presentation_



Review of Youth Council and Recommendations for Moving Forward



Introduction of Youth Council members

2025-2026 YC member list

Alex Zimring-Renaissance School

David Darring-Charlottesville High School

Dylan Grist- Charlottesville High School


Emma Bennett-McConnell-Charlottesville High School

Eshan Panicker-Charlottesville High School

Lila Castleman-Charlottesville High School

Lucia Clarens-Charlottesville High School

Olivia -Charlottesville High School

A large white circle is centered on the page, containing the text "The power of community, connection and shared knowledge". The background is a blurred image of a playground with red and green equipment and a brick building with windows. A small blue circle is partially visible at the bottom right of the white circle.

The power
of community,
connection and
shared knowledge

Moving Youth Council Forward

- Increasing membership and sustainability
- Improving the experience through increasing knowledge and information
- Increasing community partnerships & school partnerships
- Community building and engaging outside of the four walls



Youth Council Enrollment and Sustainability Recommendations

- Include the adults facilitating Youth Council to assist with selection of new members
- Select applicants based on percentage of the pool applying vs current guidelines
- Create a renewal application and process for current YC members to allow youth who aren't truly interested to roll off and open space for new members
 - Attendance, motivation & meeting engagement
- Create a stipend program as an incentive: rewards youth for their work and increases diversity in members
 - teens who work should not feel like they can not engage: choose between work and participating
- Create partnership with Middle and High school history departments, AVID, public speaking coursework, etc.
 - Promote & engage schools to partner with YC/city council

Diving in Deeper with Youth Informative Sessions

- Workshop on know your rights for teens (focused on Middle & High school students)
 - How to advocate as a youth in Richmond and local government
 - How to use voice at local platforms (city council & school board meetings etc.)
 - Learn about Voter registration and voting rights
 - Age of voting & how to register (education within the school & community-teens didn't know about special elections)
 - Life skills (navigating being 18 & transitioning out of high school: what happens after high school, trades, college, work, opportunities)
 - Increase frequency of meetings (move from once a month to twice a month)
 - One meeting a month at CHS to decrease accessibility barrier,
 - make open to student body as listening sessions for students to voice concerns/feedback
 - support increasing diversity and equity in voices at the table



Diving in Deeper with Youth Informative Sessions (continued)

- Center student voices without penalty
 - Focus on student lead impact
 - Open mic assembly to hear student feedback on changes within the school & local government.
 - Partnership with educators (ESL, government, history, AVID, Credit recovery)
 - School announcements and advertisements





Youth Council In The Community

Taking Youth Council into the Community

Allow Youth Council to become more visible and inform the community of its purpose.

Increase youth engagement

- Table at Friday's After Five
- Table on Downtown Mall during special events
- Provide Youth Council with identifiable swag

Allow Youth Council have a presence within the schools.

- School feedback walks
- Table at school games
- Table during school lunches
- Have an after school meeting within school commons once a month (4:15p meeting)

Current events that have impacted Youth Council members and peers

- Presence of ICE both nationally and locally
- Recent special election in Virginia
- Transitioning into adulthood in the current national climate



Questions & Answer

Thank you

**Youth Council
2025-2026**





CITY OF CHARLOTTESVILLE

To be a place where everyone thrives

To: City Council

From: Sam Sanders, City Manager
Krisy Hammill, Director, Budget and Grants Management

Date: May 18, 2026

Topic: FY 2026 Q3 Financial Review

A review of the City's Q3 financial performance for FY 2026 has been completed and some highlights have been compiled and noted within this memorandum.

General Fund

Expenditure

As of March 31, 2026, 78.36% or \$205,741,743 of the total General Fund budget has been spent or encumbered. Salary/Benefit Expenses account for \$59.1M and other expenses totaled \$146.6M.

Discretionary Spending Across Departments

Nearly every General Fund department has spent around 75% of its discretionary funds by the third quarter (Q3) of FY26. This level of expenditure suggests that departments are generally following their budget plans and spending is well aligned with expectations for the year.

Quarterly Spending Trends

Overall, Q3 spending was lower, with 19.5% of the total budget expended during this quarter. This compares to 27.9% in Q3 of FY25. While this represents a decrease, it is not a significant drop when viewed alongside Q3 spending in FY24 (24.6%) and FY23 (23.9%).

Factors Influencing Q3 Expenditures

The reduction in Q3 expenditures reflects a standard pattern compared to the first two quarters. This is likely because larger expense items, such as computer software and contractual services, are typically paid earlier in the fiscal year.

Revenues

As of March 31, 2026, 67.29% or \$178,629,413 of the total General Fund Budget has been collected. Real Estate and Personal Property tax payments for the first half of 2026 are due on June 5th.

Current revised projections indicate that total revenues are tracking slightly over budget, by \$4.7M or 1.78%.

FY 2026 Revenue Revised Projections

	FY 2026 Budget	FY 2026 Revised*	Change
<u>Local Taxes</u>			
Real Estate Tax	\$ 116,989,377	\$ 117,264,232	\$ 274,855
Personal Property Tax	15,000,000	15,100,000	100,000
Public Service Tax	1,961,548	2,048,263	86,715
Utility Taxes	4,800,000	5,020,000	220,000
Tax on Wills & Deeds	600,000	850,000	250,000
Sales & Use Tax	14,500,000	15,670,000	1,170,000
Virginia Communications Sales and Use Tax	2,082,500	2,000,000	(82,500)
Meals Tax	18,200,000	19,000,000	800,000
Lodging Tax	9,100,000	9,500,000	400,000
Tax on Bank Stock	1,171,353	1,062,945	(108,408)
Short-Term Rental	61,000	75,000	14,000
Vehicle Daily Rental	140,000	135,000	(5,000)
Plastic Bag Tax	75,000	63,000	(12,000)
<u>Revenue from State Agencies</u>			
State Highway Assistance	\$ 5,742,410	\$ 5,810,627	68,217
Reimbursement/Constitutional Offices	2,430,032	2,485,704	55,672
DMV Select Office Commissions			-
<u>Miscellaneous Revenues</u>			
Interest Income	\$ 2,700,000	\$ 3,800,000	1,100,000
Refund of Prior Year Expenses	\$ 50,000	\$ 150,000	100,000
Waste Disposal Fees	1,210,000	1,300,000	90,000
<u>Designated Revenues</u>			
Meals Tax Designated for the Debt Service Fund	\$ 3,000,000	\$ 3,200,000	\$ 200,000
Total Revenue Budget Surplus			\$ 4,667,989

*Projected as of May 11, 2026

Surplus/Deficit as a % of Total Adopted Budget 1.78%

Capital (CIP) Fund

The City's current capital budget totals \$262.4M with \$171.6M unspent budget which includes funds approved with FY26 budget and unspent funds carried over from prior years. As of the end of Q3, 34.62% or \$90.8M was spent or encumbered for various projects.

Individual project budget details can be reviewed using the Budget Explorer Tool described below.

Budget Explorer Tool

Expenditure details can be viewed using the [Budget Explorer Tool](#) which can be found on the City's Budget webpage at www.charlottesville.gov/budget. These quarterly tabs are automatically updated at the end of each quarter and are available for public viewing. The 3rd quarter visualization contains financial information through March 31, 2026. The tool gives you the ability to review the results of other City funds in addition to the General Fund as well as the ability to drill down to the individual department expenditure detail. The information presented in the visualization comes directly from SAP, the City's financial system, and represents dollars that have been received and/or paid out as of the chosen date.

Reminder

A newly expanded CIP Quarterly Report has been added to the Budget Explorer Tool. The CIP Quarterly Report will highlight selected projects by providing more detail in depth beyond just the financials. Using this dashboard, you will be able to locate the project on a map and access detailed project summary and description information including the objectives and status of the project.

Policy Briefing Summary

City Council



Regarding:	Resolution Authorizing the City Manager to Execute a Power Purchase Agreement and Associated Site Access Agreement for Charlottesville Middle School
Staff Contact(s):	Kristel Riddervold, Director of the Office of Sustainability
Presenter:	Kristel Riddervold, Director of the Office of Sustainability
Date of Proposed Action:	May 18, 2026

Issue

City Council approval is requested to authorize the City Manager to execute a Solar Power Purchase Agreement (PPA) and associated Site Access Agreement for Charlottesville Middle School. A presentation focused on PPAs was delivered to City Council on February 2, 2026.

Background / Rule

In 2019, the City of Charlottesville committed to updated greenhouse gas emissions reduction goals of 45% by 2030 and carbon neutrality by 2050. In 2023, Charlottesville adopted the first community [Climate Action Plan](#) (CAP) to guide progress towards the goals. The CAP identifies the installation of solar energy production systems on suitable municipal properties as a key implementation strategy to generate clean energy, reduce electricity bills, and reduce greenhouse gases. It also identifies PPAs as a mechanism to expedite this strategy.

Analysis

Two municipal buildings, Charlottesville High School (CHS) and Charlottesville Middle School (CMS), have been identified as ideal candidates for solar systems - they are the two largest facilities in the portfolio with recently completed new roofs. As such, they can host systems that would be several times larger than our next largest solar system, at CATEC. The potential solar system sizes for these two CCS facilities come with substantial installation costs that have been deemed infeasible to pursue with local capital funding at this time.

An alternate strategy – the Power Purchase Agreement (PPA) – has been determined to be an appropriate mechanism to deliver clean energy to these schools via on-site solar power generation. A PPA enables a customer (“the Purchaser”) to receive predictable and often lower-cost electricity, while also enabling the owner/financer of the system to take advantage of tax credits and receive income from the sale of electricity. The PPA model involves a long-term contract and site access arrangement on the property of a host customer. The developer retains ownership and operational responsibility of the solar array and the host customer purchases the system’s electric output at a negotiated rate and for a predetermined period.

Under proposed 25-year terms for each of the two schools, a third-party developer (the “Seller”) will manage the financing, installation, operation, and maintenance of the solar arrays. This allows the Purchaser to secure clean energy at a fixed, predictable rate, projected to yield over \$3.6 million in total avoided costs over the life of each of the two agreements, while reducing the City’s greenhouse gas (GHG) emissions.

On March 31, 2026, the School Board of Charlottesville City Schools approved a Solar Power Purchase Agreement and the associated access agreement for Charlottesville High School. As owner

of Charlottesville High School, the School Board was established as the appropriate Purchaser in the agreement. The City of Charlottesville is the owner of the Charlottesville Middle School and is thus established as the Purchaser in the PPA for that school. City Council approval is sought to allow the City to execute the PPA and access agreement.

CMS PPA Summary:

- Purchaser: City of Charlottesville
- Seller: Sun Tribe Solar, LLC (to be assigned to Madison Energy Holders LLC)
- System Capacity: 906 kWdc
- Electricity Offset: 81% of annual usage
- Dominion Electricity Rate (blended): \$0.125
- Electricity rate (reflecting effect of solar on supply charges): \$0.1222
- PPA Rate: \$0.1215
- PPA Rate Escalator: 1%
- Site Access Agreement: term coincides with the PPA
- Avoided Costs: projected at \$1,257,391 over the full term of the PPA

Financial Impact

There is no upfront cost to the City to enter into this PPA. The PPA locks in a rate for the electricity generated by the solar system, along with an escalation rate, that provides assurance and predictability related to future energy costs.

Recommendation

Staff recommends that City Council approve a Resolution authorizing the execution of a Solar Power Purchase Agreement for Charlottesville Middle School in order to provide on-site generation of clean energy for that facility and thereby achieve significant avoided costs over the term of the agreement as well as GHG emissions reductions.

Recommended Motion (if Applicable)

I move that City Council authorize the City Manager to execute the Solar Power Purchase Agreement and associated Site Access Agreement for Charlottesville Middle School with Sun Tribe Solar, LLC.

Attachments

1. CMS PPA link
2. CMS PPA presentation
3. CMS Power Purchase Agreement Resolution (May 2026)

Attachment 1

Link to Charlottesville Middle School Solar Power Purchase Agreement

To access the Charlottesville Middle School Solar Power Purchase Agreement, use this link:

<https://www.charlottesville.gov/DocumentCenter/View/16251/Charlottesville-Middle-School---PPA---202...>



Power Purchase Agreement - Charlottesville Middle School -

May 18, 2026

**Kristel Riddervold
Director, Office of Sustainability**

BACKGROUND

In 2019, the City of Charlottesville committed to updated greenhouse gas emissions reduction goals of 45% by 2030 and carbon neutrality by 2050.

In 2023, Charlottesville adopted the first community [Climate Action Plan](#) (CAP) to pursue these goals.

- The CAP identifies the installation of solar energy production systems on suitable municipal properties as a key implementation strategy to generate clean energy, reduce electricity bills, and reduce greenhouse gases.
- The CAP also identifies Power Purchase Agreements (PPAs) as a mechanism to expedite this strategy.



CHALLENGE / OPPORTUNITY

- The potential solar system sizes for CHS and CMS came with substantial installation costs that have been deemed infeasible to pursue with local capital funding.
- An alternate financing strategy – the Power Purchase Agreement (PPA) – has been identified as an appropriate mechanism to deliver clean energy to these schools via on-site solar power generation.
- A PPA enables a customer to receive predictable and often low-cost electricity with no upfront cost, while also enabling the owner of the system to take advantage of tax credits and receive income from the sale of electricity.

Charlottesville High School

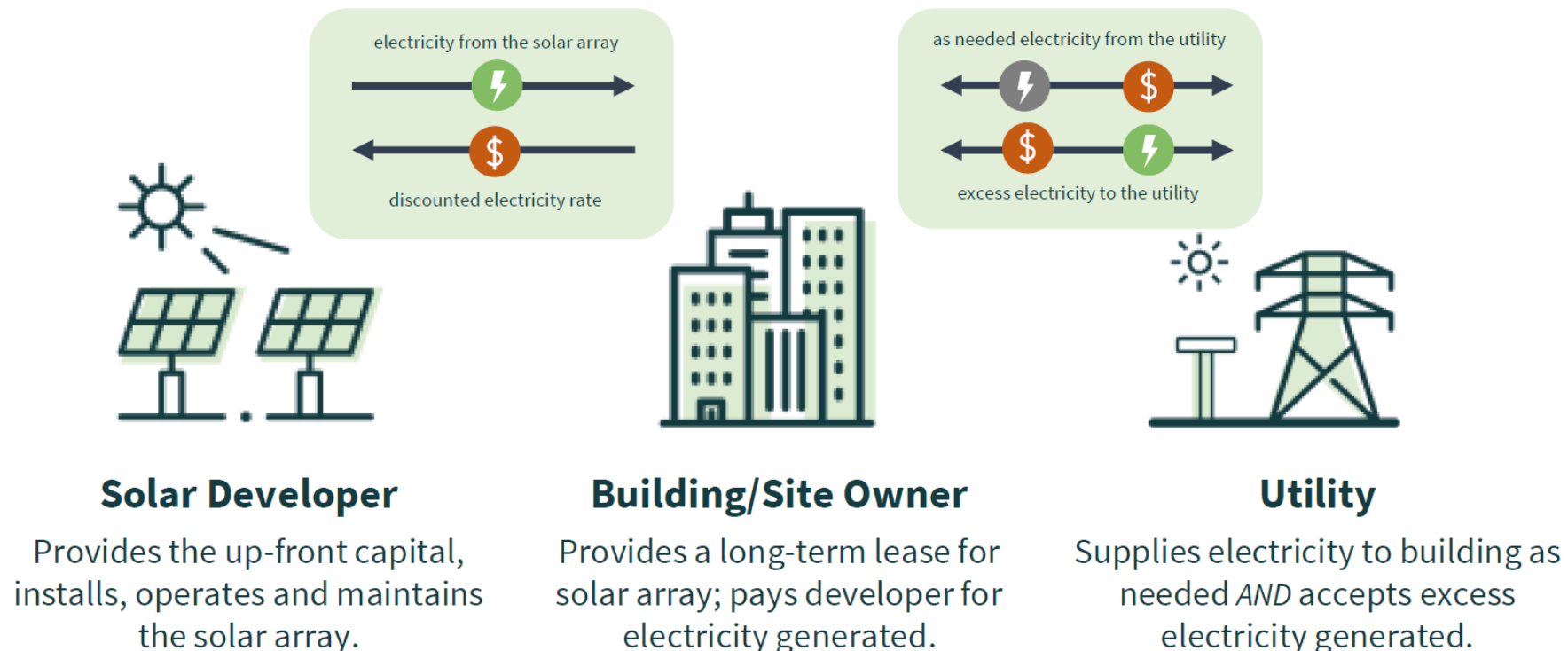


Charlottesville Middle School

WHAT IS A PPA?

A PPA is a contract between a power producer (the seller) and a purchaser (the buyer) outlining the terms for the sale and purchase of electricity over a set period.

Power Purchase Agreements

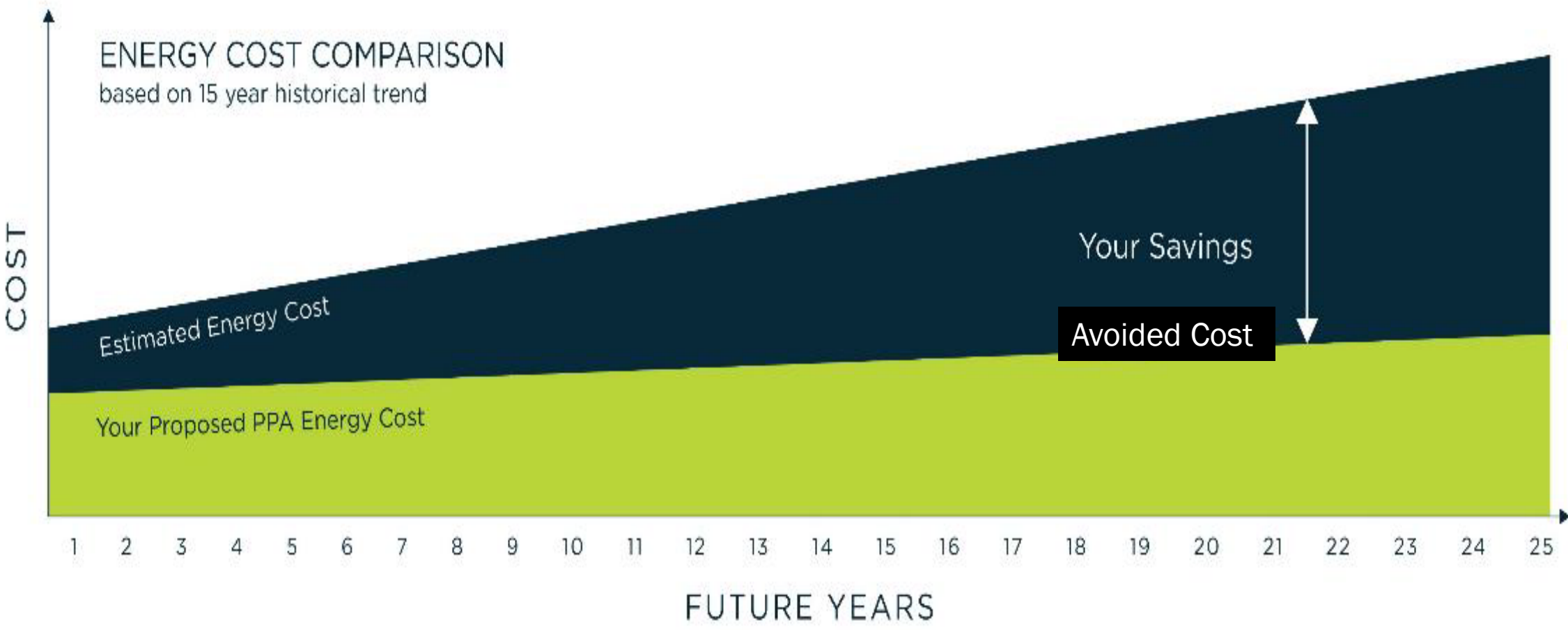


CMS AGREEMENT SUMMARY

Charlottesville Middle School

- Purchaser: City of Charlottesville
- Seller: Sun Tribe LLC (to be assigned to Madison Energy Holdings LLC)
- System Capacity: 909 kW DC
- Electrical Offset: 81%
- Current annual electricity rate (blended) : \$0.125
- Electricity rate (reflecting effect of solar on supply charges): \$0.1222
- PPA rate (year 1) with 1% escalation rate: \$0.1215
- 25-year Avoided Costs: \$1.27 million

AVOIDED COSTS



Graphic provided by Madison Energy Infrastructure

CMS SYSTEM LAYOUT



KEY BENEFITS

- **Feasibility:**

- PPAs offers a strategy to rapidly install large solar on our largest, eligible roofs without local capital investment
- Operations (including maintenance) remain the responsibility of the owner for the term of the PPA

- **Renewable Energy Procurement:**

- PPAs support the growth of renewable energy sources
- PPAs help advance climate and sustainability goals

- **Cost Savings:**

- PPAs provide significant long-term cost savings compared to traditional utility electricity rates.
- Combined, the PPAs for CHS and CMS are projected to save money in Year 1 with nearly \$4 million in savings over the proposed 25-year terms of the agreements.

- **Price Stability:**

- PPAs offer price stability by locking in electricity rates for the duration of the agreement, providing budget certainty for energy costs.

RECOMMENDATION

Staff recommends that City Council approve a Resolution authorizing the execution of a Solar Power Purchase Agreement for Charlottesville Middle School in order to provide on-site generation of clean energy for that facility and thereby achieve significant avoided costs over the term of the agreement as well as GHG emissions reductions.

Thank You



RESOLUTION #R-__-__

RESOLUTION AUTHORIZING EXECUTION OF A SOLAR POWER PURCHASE AGREEMENT FOR CHARLOTTESVILLE MIDDLE SCHOOL

WHEREAS, the Council of the City of Charlottesville is committed to the Global Covenant of Mayors for Climate and Energy, whose mission is to support and mobilize local governments in taking ambitious, measurable climate and energy action; and

WHEREAS, in 2019, the City Council adopted community-wide greenhouse gas emissions reduction goals of 45% by 2030 from 2011 levels and carbon neutrality by 2050; and

WHEREAS, in 2023, the City Council adopted a community Climate Action Plan to guide actions toward reaching the adopted emissions reduction goals; and

WHEREAS, the Climate Action Plan identifies the installation of solar energy production systems on suitable municipal properties as a key implementation strategy to generate clean energy, reduce electricity bills, and reduce greenhouse gases; and

WHEREAS, the Climate Action Plan also specifically identifies Power Purchase Agreements as a mechanism to expedite this strategy at scale; and

WHEREAS, a Solar Power Purchase Agreement has been developed, defining the terms and conditions by which the Seller shall (a) design, install, own, and finance the System, (b) manage, operate, maintain, decommission, and remove the System, (c) provide, deliver, and sell output produced by the System to Purchaser, and (d) provide the other services, as more particularly described therein.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that a Solar Power Purchase Agreement and the associated Site Access Agreement for Charlottesville Middle School are approved and that the City Manager is authorized to execute both documents, including all incorporated exhibits and subsidiary agreements.

Date Introduced:

Date Adopted:

Certified:

Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution for Approval of Refund of Business Tangible Personal Property Tax and Business License Tax, totaling \$33,863.14
Staff Contact(s):	Jason Vandever, City Treasurer
Presenter:	Todd Divers, Commissioner of the Revenue
Date of Proposed Action:	May 18, 2026

Issue

For the Council of the City of Charlottesville, Virginia's ("City Council"), review and consideration, attached is a Resolution authorizing the refund of taxes paid in error by a City of Charlottesville, Virginia ("City"), business.

Background / Rule

A business ("Taxpayer") that was formerly located in the City erroneously filed for and paid a business license tax in the City for tax years 2023, 2024, and 2025, after having previously moved its location to Albemarle County, Virginia. The business also incorrectly reported and paid business tangible personal property tax to the City on business assets for the same years.

In accordance with Sec. 14-12 of the Charlottesville City Code ("City Code") and Virginia Code § 58.1-3703.1, a refund is due, with interest, to the Taxpayer for business license taxes paid in error for the tax years 2023, 2024, and 2025. Since the business had not yet paid for a 2026 business license, no refund is due for 2026.

Additionally, in accordance with City Code Sec. 30-6 and Virginia Code § 58.1-3980 *et seq.*, a refund is due to the Taxpayer for business tangible personal property taxes paid in error for the same years. No interest is due on the refund of business tangible personal property tax paid in error.

Analysis

The total amount of tax paid in error is \$33,863.14:

Business License Tax:

2025 - \$5,337.26
2024 - \$6,378.05
2023 - \$5,749.91

Business Tangible Personal Property Tax:

2025 - \$5,927.16
2024 - \$5,235.38
2023 - \$5,235.38

It is the Commissioner of the Revenue's ("COR") determination that this amount should be refunded to the Taxpayer. City Code Sec. 30-6(b) requires City Council approval for any tax refunds resulting from an erroneous assessment in excess of \$10,000.

Per City Code Sec. 30-6(b), the COR has provided the City Attorney ("CA") with information necessary

to enable him to consent to the COR's determination that the tax paid by the Taxpayer was erroneous and should therefore be refunded. The CA, COR, and the City Treasurer ("CT") have therefore approved the refund for presentment to City Council.

Financial Impact

The refund will reduce current year Business License Tax revenue (GL 410150) by \$17,465.22, plus a yet to be determined amount of interest. The refund will reduce current year Business Tangible Personal Property Tax revenue (GL 400105) by \$16,397.92.

Recommendation

The COR, CT, and the CA recommend City Council adopt the attached Resolution approving the above-described tax refund.

Recommended Motion (if Applicable)

"I move to adopt the attached Resolution authorizing a refund of \$33,863.14 to a taxpaying entity or business for business license tax and business tangible personal property tax paid in error for 2023, 2024, and 2025."

Attachments

1. Refund Resolution



RESOLUTION #R-__-__

RESOLUTION AUTHORIZING A REFUND OF \$33,863.14 TO A TAXPAYING ENTITY OR BUSINESS, FOR BUSINESS LICENSE TAX AND BUSINESS TANGIBLE PERSONAL PROPERTY TAX PAID IN ERROR FOR 2023, 2024, AND 2025

WHEREAS, the Commissioner of the Revenue for the City of Charlottesville, Virginia (“COR”), has determined that a taxpaying entity or business paid 2023, 2024, and 2025 Business License Tax and Business Tangible Personal Property Tax to the City of Charlottesville, Virginia (“City”), in error; and

WHEREAS, that taxpaying entity or business has requested a refund of the amount paid in error; and

WHEREAS, the COR has certified that a refund of taxes paid is due in the amount of \$33,863.14; and

WHEREAS, City Code Sec. 30-6(b) requires City Council approval for any tax refund exceeding \$10,000.00.

NOW THEREFORE, BE IT RESOLVED by the Council for the City of Charlottesville, Virginia, that it hereby approves and adopts this Resolution authorizing the City Treasurer to issue a refund of \$33,863.14, plus a yet-to-be-determined amount of interest, payable to that taxpaying entity or business.

Date Adopted:

Certified:

Clerk of Council

Policy Briefing Summary

City Council



Regarding: Resolution for Approval of 2026 Homeowner Assistance Grant Program

Staff Contact(s): Leon Henry, Director of Social Services

Presenter: Todd Divers, Commissioner of the Revenue

Date of Proposed Action: May 18, 2026

Issue

Attached is an Appropriation Resolution for the City Council of the City of Charlottesville, Virginia's ("City Council"), consideration, to provide a Public Grant to the City's "local board" of Social Services, to assist needy persons with ongoing costs of home ownership.

Background / Rule

For some time, City Council has sought to assist low- and moderate-income persons, whose ownership of a home may be in jeopardy due to financial distress associated with the costs of homeownership. This Program seeks to assist those whose status as homeowners is tenuous due to rising transportation, utility and food costs, rising real estate and personal property taxes, and other circumstances that result in costs of homeownership exceeding reasonable portions of a family's income.

Analysis

Pursuant to the provisions of Virginia Code § 63.2-314, City Council may make a Grant of Public Funds to the City's Director of Social Services ("DSS Director"), in their capacity as the "local board," for the purpose of aiding needy persons within the City. Eligibility of homeowners to receive disbursements from this Grant Fund need not be limited to the requirements for any State Public Assistance Programs, or any VHDA Program. Upon City Council's appropriation of funds to the DSS Director, the Public Funds would be deposited in the local treasury to the credit of the local board. The DSS Director, in their capacity as the "local board," will be responsible for dispensing the funds in accordance with specific eligibility requirements. The DSS Director will utilize existing Commissioner of Revenue Office Staff, to assist with processing of applications and determinations of eligibility, using a Cooperative Agreement.

For 2026, the following income parameters are proposed, with relief calculated as flat amounts:

2026 CHAP (Public Grant for Housing Assistance)				
2026 Grantee Household Income Limits	\$0 - \$39,000	\$39,001 - \$52,000	\$52,001 - \$58,500	\$58,501 - \$65,000
Grant	\$2,500	\$2,000	\$1,500	\$1,000

Proposed Eligibility Criteria for this Public Grant:

1. Grantee must be an individual. No applications will be accepted from any company, corporation, partnership, or other form of legal entity (other than a trust, as referenced below), or awarded to any legal entity.
2. Grantee must be the owner of a home within the City. "Ownership" may be any of the following: (i) individually, or in conjunction with a spouse holding life rights, (ii) individually, or in conjunction with a spouse holding the power of revocation in a revocable inter vivos trust of which the home is an asset, or (iii) alone or in conjunction with a spouse who possesses a life estate, or an estate for joint lives, or a continuing right of use or support under the terms of an irrevocable trust of which the property is an asset.
3. Grantee must reside within the home.
4. Maximum value of the home cannot exceed \$550,000 (this is the average assessed value in 2026 of taxable residential parcels, rounded to the nearest \$5,000).
5. Grantee, Grantee's spouse, or any other owner residing in the home cannot own any other interest in real estate, within the City, or at any other location. This includes any real estate interest as: (i) an individual; (ii) as the beneficiary of a trust; (iii) as a member of an LLC; or (iv) by virtue of any other interest in a trust or legal entity.
6. Grantee must demonstrate evidence of household income within the limits established for calendar year 2026.

Financial Impact

The FY27 projected cost of this Program (\$630,000) is funded with the Annual Budget Appropriation for Fiscal Year 2027 approved by City Council.

Recommendation

Staff recommends adoption of Resolution appropriating a Grant of Public Funds for housing assistance to low- and moderate-income homeowners within the City.

Recommended Motion (if Applicable)

"I move the RESOLUTION appropriating a Grant of Public Funds for housing assistance to low- and moderate-income homeowners within the City."

Attachments

1. 2026 Real Estate Assessment Memo Report
2. 2026 CHAP Resolution



City Assessor's Office
PO Box 911, City Hall
Charlottesville, VA 22902
Telephone: 434-970-3136
Website: www.charlottesville.gov

Memo

To: Sam Sanders, City Manager
Cc: Chris Cullinan, Director of Finance
Chris Engel, Director of Economic Development

From: David Milton, City Assessor
RE: 2026 Real Estate Assessment
Date: January 26, 2026

The office of real estate is pleased to submit information for the 2026 reassessment.

The goal for the assessor's office is to assess the city's real property fairly and equitably. Property assessments are reviewed annually, utilizing recent sales data to provide current market valuations.

All real property owners will receive notice of their property values regardless of whether the value changed. The notices are to be mailed on January 29th, 2026. Assessor's office personnel will be available to discuss assessments with property owners on or before February 28th, 2026. Property owners may also request a hearing with the Board of Equalization following an administrative appeal.

Total taxable property increased from \$11,767,301,300 to \$12,205,639,500 which represents a total assessed value increase of \$438,338,200 or 3.73%. The reassessment of existing property increased by \$402,181,830 or 3.42%.

Exhibit 1 details the changes between residential and commercial property. The exhibit shows that existing residential property increased by a total of \$301,513,700 or 4.27%. Existing commercial property increased by \$100,668,130 or 2.14%

The average assessed value for taxable residential property is \$548,800. (4% increase)

I am also enclosing the following exhibits for your review.

Real Estate Assessment Information for 2026

I. Press release

II. Frequently asked questions

III. Exhibit Notes

IV. Assessment Information from Assessor

V. Exhibits



City Assessor's Office
PO Box 911, City Hall
Charlottesville, VA 22902
Telephone: 434-970-3136
Website: www.charlottesville.gov

Press Release
January 26, 2026

The City's Assessor's Office has completed the 2026 reassessment. Of the 15,220 taxable properties, residential parcels increased by an average of 4.27%. Commercial properties (including apartments, retail, office, industrial, and vacant land) increased by an average of 2.14%.

When residential, commercial, and new construction are averaged together taxable properties in the city increased by 3.73% in 2026.

Additional details of this year's figures include:

- Residential properties
 - Assessments for existing residential property increased in value by 4.27%.
 - 90.25% of residential assessments increased in value, 2.87% decreased, and 6.88% did not change.
- Commercial properties
 - Assessments for existing commercial properties increased in value by 2.14%.
 - 62.01% of commercial assessments increased in value, 17.45% decreased, and 20.54% did not change.
- Combined existing residential and commercial property increased in value by 3.42%
- New construction value for 2026 is 0.31%.
- When new construction and reclassifications are added to the value of existing property, the total value of property in the city increased by four 3.72%.

General FAQ's about the City Assessor's Office and assessment process can be found under "City Assessor" homepage link at www.charlottesville.gov . Please call the City's Assessor's Office to schedule an in-person appointment at 434-970-3136, Monday – Friday, 8:00 a.m. to 5:00 p.m.

Frequently Asked Questions - 2026 Assessments

What if a property owner has not received their reassessment notice?

Property owners who have not received a reassessment notice by February 9th or have questions are encouraged to call the City Assessor's Office. Property owners wishing to discuss their assessments for 2026 must do so before February 28th, 2026, to be eligible for a review for the 2026 assessment. The City Assessor's Office business hours are from 8:00 a.m. to 5:00 p.m. The telephone number is 434-970-3136. Assessments are accessible on the city's online GIS viewer at <https://gisweb.charlottesville.org/GISViewer/>. Appeal forms are online at <https://www.charlottesville.gov/210/City-Assessor>.

How does the property owner appeal an assessment?

Once assessments are mailed, a property owner has 30 days to appeal the assessment. The property owner may speak to an appraiser and, if necessary, schedule an inspection of the property. After this, if a dispute still exists, the property owner may appeal to the Board of Equalization (BOE). The three-person board, appointed by the Circuit Court, is composed of city property owners. The board may affirm, reduce, or raise the assessment. Appeal forms are available online and hard copies are available at the City Assessor's Office.

If the property owner disagrees with the board's decision, they may appeal to the Circuit Court. Please call the City's Assessor's Office at 434-970-3136 with any questions related to the assessment values.

Does the city offer any programs for financial assistance?

Charlottesville residents are encouraged to apply for real estate tax relief for the elderly or disabled persons. Anyone 65 years of age and older, with an annual income of \$62,100 or less, may qualify. Persons under 65 years of age who are permanently and totally disabled may also qualify. Elderly or disabled renters are also encouraged to apply for rent relief. Elderly or disabled renters who are 65 age or older, or are permanently and totally disabled, with an annual income of \$62,100 or less, and a net worth of \$125,000 or less, may qualify. Applicants have until April 1st, 2026 to apply for the real estate tax relief program and until May 1st, 2026 to apply for the rent relief program.

Applications for the Charlottesville Homeowner Assistance Program (CHAP)* are mailed in early July 2026. The deadline to apply is September 1st, 2026. To apply, please contact the Charlottesville Commissioner of Revenue's Office at 434-970-3160 or visit <https://www.charlottesville.gov/1345/Commissioner-of-Revenue>.

*CHAP requires yearly reauthorization by City Council.

How much tax relief has been given in the past?

In 2025, 519 applicants qualified for elderly and disabled tax relief program, with an average relief of \$3,800. A total of 296 applicants qualified for CHAP, with grant amounts varying from \$1,000 to \$2,500.

Exhibit Notes:

Exhibit I: Indicates the reassessment change for taxable residential and commercial properties.

Exhibit II: Indicates the percentage change in value by neighborhood for taxable and exempt properties for the current and four preceding years.

Exhibit III: Reflects the parcel count percentage change and average assessed value by neighborhood of taxable and exempt properties.

Exhibit IV: Reflects assessments and new construction trends over a 10-year period.

Exhibit V: Indicates the total assessed value after building permits and appeals of taxable properties by year for 10 years.

Exhibit VI: Reflects residential, commercial, and exempt properties stratified by value ranges.

EXHIBIT I
Assessment Changes
Tax Year 2026

	Residential	Commercial	Total
Assessment Values 2025	\$7,055,290,600	\$4,675,169,000	\$11,730,459,600
Adjustments (appeals, corrections, etc.)	\$2,979,500	\$33,862,200	\$36,841,700
Revised Values 2025	\$7,058,270,100	\$4,709,031,200	\$11,767,301,300
Increases (Decreases) for 2026			
General Reassessment % Change from Reassessment	\$301,513,700 4.27%	\$100,668,130 2.14%	\$402,181,830 3.42%
New Construction % Change from New Construction	\$33,249,500 0.47%	\$2,906,870 0.06%	\$36,156,370 0.31%
Total Increase (Decrease) % Change Before Reclassification	\$334,763,200 4.74%	\$103,575,000 2.21%	\$438,338,200 3.73%
New Total 2026	\$7,393,033,300	\$4,812,606,200	\$12,205,639,500
Reclassification (Taxable to Non-Taxable) % Change from Reclassification	(\$114,300) 0.00%	\$70,100 0.00%	(\$44,200) 0.00%
Total Assessed Values 2026	\$7,392,919,000	\$4,812,676,300	\$12,205,595,300
General Reassessment	4.74%	2.20%	3.72%

Reported percentage change compares taxable 2026 values to revised taxable 2025 values.

EXHIBIT II
Five-Year Assessment History by Neighborhood
Due to General Reassessment
Tax Years 2022-2026

RESIDENTIAL NEIGHBORHOOD	2026 % Change	2025 % Change	2024 % Change	2023 % Change	2022 % Change
1 (Angus Road Area)	1.66	11.55	4.10	12.01	5.26
2 (Birdwood/Hillcrest Road)	0.87	8.04	2.20	11.83	28.50
3 (Towles/Merryden/Ivy Terrace)	11.48	11.44	7.92	14.71	15.72
4 (University/Maury Hills)	2.67	11.89	1.85	12.67	17.75
5 (Fry's Spring)	3.89	7.04	7.01	12.83	10.45
6 (Azalea Gardens/Green Valley)	4.24	13.90	3.58	10.39	9.79
7 (JPA/Shamrock Road)	2.77	4.68	3.47	17.38	11.48
7CR (Cooper's Row) ¹	-	-	-	-	-
7H (Huntley)	2.57	4.09	4.05	8.75	9.25
8 (Johnson Village)	3.65	5.38	4.58	14.70	11.05
9 (Ridge Street)	6.55	6.83	6.30	11.41	10.08
9B (Burnet Commons)	3.49	4.03	6.81	5.56	13.20
9C (Brookwood Carter View)	5.30	3.35	6.99	6.60	14.08
10 (Fifeville)	4.89	7.58	5.35	18.74	9.98
11 (Venable/Page/10th Street)	9.16	15.16	3.44	13.29	12.64
12 (Rugby)	1.56	6.11	8.13	13.41	6.39
13 (Venable)	11.35	10.88	8.48	6.75	7.24
14 (Meadowbrook Hills)	8.17	7.01	2.69	11.79	5.91
15 (Rutledge)	2.23	8.36	5.29	15.19	8.40
16 (Greenbrier)	2.29	6.14	7.86	8.98	16.11
17 (Greenleaf Terrace/Rose Hill/Rugby Hills)	4.86	9.97	3.54	14.25	14.88
18 (Rose Hill/Forrest Street)	7.71	10.44	2.59	20.67	18.49
19 (North Downtown)	3.67	8.96	4.33	6.56	6.22
20 (IX/Belmont)	11.86	7.47	5.13	16.19	11.47
21 (Carlton/Belmont)	2.21	4.32	7.02	20.49	13.58
22 (Belmont)	3.77	9.27	8.10	4.57	14.53
22S (Stonehenge Extended)	3.67	10.61	5.51	16.99	1.68
23 (Little High Street/East Jefferson Street)	2.49	9.75	6.61	13.55	4.37
23CT (Coal Tower)	-6.05	15.74	0.95	2.86	2.26
24 (Woolen Mills)	4.62	5.61	6.21	8.08	12.99
25 (Locust Grove)	0.68	9.26	7.07	14.92	15.63
26 (Locust Grove Extended)	3.02	7.81	5.75	13.90	15.35
26C (St. Charles Place)	13.10	13.93	4.10	6.31	5.89
27 (Woodhayven)	3.61	9.20	12.62	10.23	19.30
28 (Holmes/North Avenue Area)	3.90	8.10	2.41	8.46	17.16
28AW (Ashby Place/Wilder)	3.64	10.38	3.97	4.18	7.02

EXHIBIT II
Five-Year Assessment History by Neighborhood
 Due to General Reassessment
 Tax Years 2022-2026

RESIDENTIAL NEIGHBORHOOD CONTINUED	2026 % Change	2025 % Change	2024 % Change	2023 % Change	2022 % Change
29 (Orangedale)	2.13	12.47	18.70	6.93	24.63
30 (Willoughby)	6.47	12.83	6.11	4.27	7.83
40 (Davis Avenue/Marshall Street Area)	3.13	5.56	5.09	10.07	4.96
43 (Forest Hills)	2.34	6.27	2.72	13.23	11.88
53 (North Belmont)	5.03	10.53	6.92	10.20	11.67
54 (North Belmont Condos)	4.26	1.44	5.24	11.68	31.21
55 (Melbourne Condos)	2.46	16.37	6.19	9.06	15.16
56 (Old 5th Circle)	2.63	5.51	3.30	17.70	11.36
57 (Overlook Condos)	2.20	3.89	7.49	9.58	7.26
61 (Walker Square Condos)	0.09	9.51	5.44	15.59	0.00
62 (JPA Condos)	19.91	5.25	14.34	8.85	9.93
63 (Holsinger Condos)	3.16	4.11	0.23	6.25	13.24
64 (Cherry Hill)	3.47	7.95	3.41	6.72	9.63
65 (Downtown Condos)	2.11	3.59	1.62	7.20	10.68
66 (Johnson Village New Addition)	2.14	5.93	9.90	13.66	6.35
70 (Rockcreek Condos)	4.77	5.45	3.57	5.91	10.69
71 (Lewis & Clark Condos) ²	1.65	4.45	0.62	6.17	11.11
72 (Lochlyn Hills)	6.92	10.03	5.74	8.54	4.42
73 (Belmont Station)	4.92	0.86	4.21	7.99	16.29
74 (Druid Avenue Condos)	-0.83	10.16	5.40	8.83	10.06
RESIDENTIAL AVERAGE	4.26	8.12	5.49	10.87	11.50

EXHIBIT II
Five-Year Assessment History by Neighborhood
 Due to General Reassessment
 Tax Years 2022-2026

COMMERCIAL NEIGHBORHOOD	2026 % Change	2025 % Change	2024 % Change	2023 % Change	2022 % Change
32 (Preston Avenue)	1.81	7.33	6.72	16.20	0.72
33 (Court Square & Central Business District)	4.48	2.05	0.72	15.58	2.18
34A (UVA Area Apartments)	9.95	8.76	4.05	9.81	3.35
34B (West Side Apartments)	11.64	4.44	6.30	9.04	8.71
34C (East Side Apartments)	9.04	6.99	1.00	11.73	8.83
34D (Downtown Apartments)	8.17	4.69	0.74	18.38	3.44
36 (West Main)	7.81	-1.84	1.08	25.55	4.96
37 (29 North & Ivy Road)	0.45	21.56	4.87	9.42	2.78
38 (Light Industry & Harris Steet)	0.62	20.74	3.42	12.14	0.75
39 (UVA Commercial/Residential)	0.51	11.20	-0.92	17.99	0.62
41 (Fraternities)	-0.79	3.67	3.37	0.00	-1.05
44 (Cherry Avenue)	1.19	30.71	1.59	30.81	1.28
45 (5th Street Extended)	1.55	-0.83	4.45	8.96	6.46
46 (Belmont Commercial)	1.49	16.00	1.03	28.20	7.03
47 (River Road)	2.18	4.92	0.55	14.93	0.27
48 (High Street)	-0.07	1.64	-1.46	15.59	2.43
49 (Market Street)	5.67	12.30	2.35	10.91	1.92
50 (Carlton Commercial)	0.34	15.89	-0.52	20.52	0.85
51 (Rose Hill Commercial)	1.13	8.06	4.46	19.55	0.75
52 (Fry's Spring Commercial)	-4.38	1.95	1.37	29.57	3.21
67 (Office Condos)	2.38	1.35	0.00	26.26	-0.19
COMMERCIAL AVERAGE	3.10	8.65	2.15	16.72	2.82
CITYWIDE AVERAGE	3.94	8.26	4.57	12.48	9.10

Note: Exhibit II includes both taxable and exempt properties.

¹ New neighborhood for 2026.

² Neighborhood has both residential and commercial assessment values.

EXHIBIT III - 2026 ASSESSMENT CHANGES

Due to General Reassessment
with Parcel Counts by Neighborhood

RESIDENTIAL NEIGHBORHOOD	PARCEL COUNT	PERCENT CHANGE GENERAL REASSESSMENT	2026 AVERAGE ASSESSED VALUE
1 (Angus Road Area)	204	1.66	\$371,100
2 (Birdwood/Hillcrest Road)	57	0.87	\$489,200
3 (Towles/Merryden/Ivy Terrace)	252	11.48	\$1,134,000
4 (University/Maury Hills)	449	2.67	\$545,400
5 (Fry's Spring)	393	3.89	\$518,800
6 (Azalea Gardens/Green Valley)	564	4.24	\$450,000
7 (JPA/Shamrock Road)	531	2.77	\$511,000
7CR (Cooper's Row) ¹	76	-	\$18,800
7H (Huntley)	115	2.57	\$549,300
8 (Johnson Village)	211	3.65	\$508,200
9 (Ridge Street)	272	6.55	\$356,000
9B (Burnet Commons)	131	3.49	\$526,600
9C (Brookwood Carter View)	203	5.30	\$531,800
10 (Fifeville)	541	4.89	\$419,300
11 (Venable/Page/10th Street)	493	9.16	\$463,200
12 (Rugby)	338	1.56	\$1,281,000
13 (Venable)	242	11.35	\$470,800
14 (Meadowbrook Hills)	210	8.17	\$1,551,300
15 (Rutledge)	583	2.23	\$815,600
16 (Greenbrier)	350	2.29	\$562,200
17 (Greenleaf Terrace/Rose Hill/Rugby Hills)	742	4.86	\$672,900
18 (Rose Hill/Forrest Street)	154	7.71	\$301,500
19 (North Downtown)	725	3.67	\$803,500
20 (IX/Belmont)	281	11.86	\$447,400
21 (Carlton/Belmont)	696	2.21	\$329,300
22 (Belmont)	760	3.77	\$422,600
22S (Stonehenge Extended)	26	3.67	\$665,100
23 (Little High Street/East Jefferson Street)	154	2.49	\$525,600
23CT (Coal Tower)	26	-6.05	\$1,483,200
24 (Woolen Mills)	515	4.62	\$439,100
25 (Locust Grove)	317	0.68	\$713,200
26 (Locust Grove Extended)	424	3.02	\$527,300
26C (St. Charles Place)	24	13.10	\$626,700
27 (Woodhayven)	119	3.61	\$443,200
28 (Holmes/North Avenue Area)	197	3.90	\$474,800
28AW (Ashby Place/Wilder)	27	3.64	\$575,100

EXHIBIT III - 2026 ASSESSMENT CHANGES

Due to General Reassessment
with Parcel Counts by Neighborhood

RESIDENTIAL NEIGHBORHOOD CONTINUED	PARCEL COUNT	PERCENT CHANGE GENERAL REASSESSMENT	2026 AVERAGE ASSESSED VALUE
29 (Orangedale)	298	2.13	\$265,200
30 (Willoughby)	53	6.47	\$425,300
40 (Davis Avenue/Marshall Street Area)	106	3.13	\$640,900
43 (Forest Hills)	325	2.34	\$394,200
53 (North Belmont)	309	5.03	\$633,000
54 (North Belmont Condos)	47	4.26	\$654,900
55 (Melbourne Condos)	53	2.46	\$440,100
56 (Old 5th Circle)	47	2.63	\$377,800
57 (Overlook Condos)	48	2.20	\$217,500
61 (Walker Square Condos)	226	0.09	\$351,900
62 (JPA Condos)	234	19.91	\$295,900
63 (Holsinger Condos)	17	3.16	\$1,139,000
64 (Cherry Hill)	118	3.47	\$515,700
65 (Downtown Condos)	151	2.11	\$818,300
66 (Johnson Village New Addition)	37	2.14	\$859,200
70 (Rockcreek Condos)	25	4.77	\$385,700
71 (Lewis & Clark Condos) ²	24	1.65	\$734,000
72 (Lochlyn Hills)	120	6.92	\$802,200
73 (Belmont Station)	41	4.92	\$513,600
74 (Druid Avenue Condos)	19	-0.83	\$350,200
TOTAL RESIDENTIAL PARCEL COUNT	13,700		
TOTAL RESIDENTIAL AVERAGE ASSESSED VALUE			\$577,500

EXHIBIT III - 2026 ASSESSMENT CHANGES

Due to General Reassessment
with Parcel Counts by Neighborhood

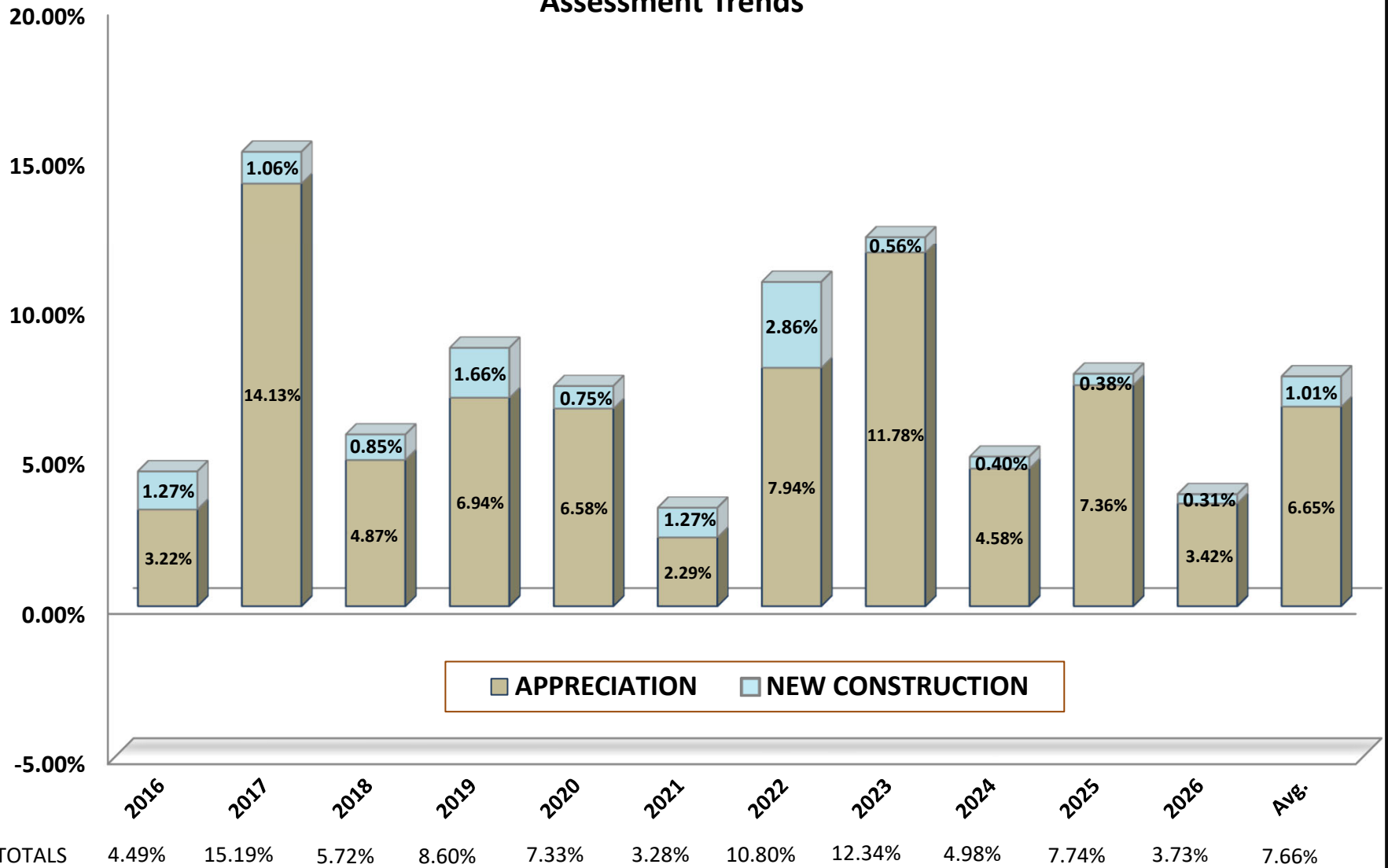
COMMERCIAL NEIGHBORHOOD	PARCEL COUNT	PERCENT CHANGE GENERAL REASSESSMENT	2026 AVERAGE ASSESSED VALUE
32 (Preston Avenue)	108	1.81	\$2,553,800
33 (Court Square & Central Business District)	427	4.48	\$2,750,000
34A (UVA Area Apartments)	184	9.95	\$6,613,700
34B (West Side Apartments)	22	11.64	\$3,164,500
34C (East Side Apartments)	43	9.04	\$3,365,900
34D (Downtown Apartments)	23	8.17	\$3,245,600
36 (West Main)	193	7.81	\$12,130,100
37 (29 North & Ivy Road)	221	0.45	\$6,437,400
38 (Light Industry & Harris Steet)	72	0.62	\$1,340,600
39 (UVA Commercial/Residential)	23	0.51	\$5,176,000
41 (Fraternities)	49	-0.79	\$1,202,100
44 (Cherry Avenue)	53	1.19	\$3,131,200
45 (5th Street Extended)	21	1.55	\$2,040,400
46 (Belmont Commercial)	158	1.49	\$1,668,400
47 (River Road)	32	2.18	\$1,988,200
48 (High Street)	223	-0.07	\$1,224,300
49 (Market Street)	89	5.67	\$2,188,900
50 (Carlton Commercial)	30	0.34	\$1,879,300
51 (Rose Hill Commercial)	31	1.13	\$2,133,800
52 (Fry's Spring Commercial)	23	-4.38	\$5,363,200
67 (Office Condos)	19	2.38	\$1,121,000
TOTAL COMMERCIAL PARCEL COUNT	2,044		
TOTAL COMMERCIAL AVERAGE ASSESSED VALUE			\$3,367,500

Note: Exhibit III includes both taxable and exempt properties.

¹ New neighborhood for 2026.

² Neighborhood has both residential and commercial assessment values.

EXHIBIT IV Assessment Trends



Note: Exhibit IV includes only taxable properties.

Exhibit V
Assessed Real Estate Values
Residential/Commercial
Tax Years 2016 - 2026

Total Assessments

Tax Year	Residential	Commercial	Total	\$ Increase (Decrease)	% Increase
2016 ¹	\$3,622,619,200	\$2,359,873,700	\$5,982,492,900	\$139,222,400	2.50%
2016 ²	\$3,623,090,200	\$2,360,183,100	\$5,983,273,300	\$780,400	0.01%
2017 ¹	\$3,791,491,920	\$3,097,905,000	\$6,889,396,920	\$906,123,620	15.14%
2017 ²	\$3,791,443,320	\$2,927,665,400	\$6,719,108,720	(\$170,288,200)	-2.47%
2018 ¹	\$4,063,363,224	\$3,027,226,000	\$7,090,589,224	\$371,480,504	5.53%
2018 ²	\$4,051,878,124	\$3,015,090,600	\$7,066,968,724	(\$23,620,500)	-0.33%
2019 ¹	\$4,443,561,700	\$3,222,482,700	\$7,666,044,400	\$599,075,676	8.48%
2019 ²	\$4,438,803,300	\$3,211,832,000	\$7,650,635,300	(\$15,409,100)	-0.20%
2020 ¹	\$4,640,040,000	\$3,563,084,000	\$8,203,124,000	\$552,488,700	7.22%
2020 ²	\$4,634,523,500	\$3,550,706,100	\$8,185,229,600	(\$17,894,400)	-0.22%
2021 ¹	\$4,867,058,200	\$3,586,348,400	\$8,453,406,600	\$268,177,000	3.28%
2021 ²	\$4,861,214,400	\$3,547,689,600	\$8,408,904,000	(\$44,502,600)	-0.53%
2022 ¹	\$5,486,229,100	\$3,827,991,100	\$9,314,220,200	\$905,316,200	10.77%
2022 ²	\$5,486,199,200	\$3,825,982,800	\$9,312,182,000	(\$2,038,200)	-0.02%
2023 ¹	\$6,141,482,900	\$4,319,259,300	\$10,460,742,200	\$1,148,560,200	12.33%
2023 ²	\$6,135,508,500	\$4,268,407,000	\$10,403,915,500	(\$56,826,700)	-0.54%
2024 ¹	\$6,500,411,700	\$4,423,514,500	\$10,923,926,200	\$520,010,700	5.00%
2024 ²	\$6,496,706,800	\$4,390,854,900	\$10,887,561,700	(\$36,364,500)	-0.33%
2025 ¹	\$7,055,290,600	\$4,675,169,000	\$11,730,459,600	\$842,897,900	7.74%
2025 ²	\$7,058,270,100	\$4,709,031,200	\$11,767,301,300	\$36,841,700	0.31%
2026 ¹	\$7,392,919,000	\$4,812,676,300	\$12,205,595,300	\$438,294,000	3.72%

Note: Exhibit V includes only taxable properties.

¹ Figures shown reflect values due to general reassessment, new construction and building permits.

² Value changes prior to 2017 include changes in value due to substantially complete building permits, appeals, adjustments, and corrections. Value changes 2017 to present only include changes due to appeals, adjustments, and corrections.

New Construction Only

Tax Year	Residential	Commercial	Total
2016	\$18,120,000	\$54,350,900	\$72,470,900
2017	\$17,950,200	\$45,689,100	\$63,639,300
2018	\$19,974,854	\$36,809,266	\$56,784,120
2019	\$41,209,900	\$76,218,800	\$117,428,700
2020	\$36,088,700	\$21,358,100	\$57,446,800
2021	\$38,235,000	\$42,553,400	\$80,788,400
2022	\$56,562,200	\$183,697,700	\$240,259,900
2023	\$23,588,500	\$28,434,900	\$52,023,400
2024	\$19,655,000	\$22,258,800	\$41,913,800
2025	\$26,977,700	\$14,650,500	\$41,628,200
2026	\$33,249,500	\$2,906,870	\$36,156,370

EXHIBIT VI - 2026
ASSESSMENT INFORMATION
by Value Range
01/29/2026

	RESIDENTIAL						COMMERCIAL						EXEMPT					
	TOTAL ¹		VACANT		IMPROVED		TOTAL ¹		VACANT		IMPROVED		EDUCATIONAL ¹		OTHER ¹		TOTAL ¹	
	#	ASSESSED VALUES	#	ASSESSED VALUES	#	ASSESSED VALUES	#	ASSESSED VALUES	#	ASSESSED VALUES	#	ASSESSED VALUES	#	ASSESSED VALUES	#	ASSESSED VALUES	#	ASSESSED VALUES
< 50K	220	\$3,015,200	219	\$3,009,200	1	\$6,000	21	\$209,100	19	\$134,900	2	\$74,200	0	\$0	25	\$458,300	25	\$458,300
50-99K	95	\$6,902,700	88	\$6,315,300	7	\$587,400	14	\$1,090,100	8	\$645,100	6	\$445,000	0	\$0	40	\$3,042,300	40	\$3,042,300
100-149K	309	\$39,177,500	189	\$23,424,600	120	\$15,752,900	32	\$4,080,500	18	\$2,248,700	14	\$1,831,800	3	\$377,600	50	\$6,116,600	53	\$6,494,200
150-199K	193	\$33,845,500	88	\$15,052,700	105	\$18,792,800	38	\$6,714,800	17	\$2,947,400	21	\$3,767,400	2	\$329,600	17	\$2,828,500	19	\$3,158,100
200-249K	460	\$108,423,300	21	\$4,699,700	439	\$103,723,600	48	\$10,858,400	16	\$3,683,000	32	\$7,175,400	1	\$202,500	6	\$1,314,100	7	\$1,516,600
250-299K	975	\$268,093,100	14	\$3,849,000	961	\$264,244,100	67	\$18,274,500	16	\$4,289,500	51	\$13,985,000	2	\$540,000	10	\$2,842,600	12	\$3,382,600
300-349K	1083	\$352,777,700	18	\$5,943,800	1,065	\$346,833,900	61	\$19,835,700	4	\$1,298,400	57	\$18,537,300	0	\$0	20	\$6,375,500	20	\$6,375,500
350-399K	1144	\$430,776,200	8	\$3,057,300	1,136	\$427,718,900	67	\$25,352,300	10	\$3,849,900	57	\$21,502,400	3	\$1,149,300	20	\$7,642,500	23	\$8,791,800
400-449K	1560	\$662,672,900	4	\$1,727,500	1,556	\$660,945,400	74	\$31,442,600	5	\$2,093,500	69	\$29,349,100	0	\$0	17	\$7,142,500	17	\$7,142,500
450-499K	1448	\$686,170,500	3	\$1,466,500	1,445	\$684,704,000	63	\$29,763,200	9	\$4,245,200	54	\$25,518,000	2	\$971,500	15	\$7,176,100	17	\$8,147,600
500-549K	1132	\$592,472,800	2	\$1,033,300	1,130	\$591,439,500	41	\$21,634,700	3	\$1,573,400	38	\$20,061,300	0	\$0	7	\$3,730,700	7	\$3,730,700
550-599K	905	\$519,129,100	0	\$0	905	\$519,129,100	41	\$23,665,100	1	\$574,600	40	\$23,090,500	2	\$1,156,700	4	\$2,248,500	6	\$3,405,200
600-649K	709	\$442,663,700	1	\$620,500	708	\$442,043,200	42	\$26,291,700	4	\$2,550,900	38	\$23,740,800	0	\$0	6	\$3,694,300	6	\$3,694,300
650-699K	582	\$391,696,700	0	\$0	582	\$391,696,700	49	\$33,074,000	3	\$2,003,400	46	\$31,070,600	1	\$657,200	9	\$6,099,300	10	\$6,756,500
700-749K	437	\$316,603,800	1	\$712,800	436	\$315,891,000	50	\$36,102,400	1	\$700,200	49	\$35,402,200	4	\$2,852,500	4	\$2,893,200	8	\$5,745,700
750-799K	319	\$246,830,400	0	\$0	319	\$246,830,400	43	\$33,366,300	0	\$0	43	\$33,366,300	1	\$779,500	5	\$3,853,500	6	\$4,633,000
800-849K	250	\$206,224,500	0	\$0	250	\$206,224,500	47	\$38,852,300	1	\$839,500	46	\$38,012,800	3	\$2,432,300	2	\$1,638,300	5	\$4,070,600
850-899K	234	\$204,708,200	0	\$0	234	\$204,708,200	56	\$48,934,300	1	\$851,800	55	\$48,082,500	1	\$875,200	1	\$897,300	2	\$1,772,500
900-949K	166	\$153,269,200	0	\$0	166	\$153,269,200	40	\$37,140,400	0	\$0	40	\$37,140,400	0	\$0	0	\$0	0	\$0
950-999K	170	\$165,669,600	0	\$0	170	\$165,669,600	32	\$31,236,500	2	\$1,949,600	30	\$29,286,900	1	\$969,200	2	\$1,955,500	3	\$2,924,700
1 Million +	1081	\$1,561,796,400	2	\$2,426,100	1,079	\$1,559,370,300	822	\$4,334,757,400	22	\$53,775,400	800	\$4,280,982,000	95	\$1,643,428,300	143	\$2,130,799,500	238	\$3,774,227,800
TOTAL	13,472	\$7,392,919,000	658	\$73,338,300	12,814	\$7,319,580,700	1,748	\$4,812,676,300	160	\$90,254,400	1,588	\$4,722,421,900	121	\$1,656,721,400	403	\$2,202,749,100	524	\$3,859,470,500

¹ Includes vacant and improved parcels

Taxable Parcels	
Average Assessed Value	
Residential:	\$548,761.80
Commercial:	\$2,753,247.31
Assessed Values	
Residential:	\$7,392,919,000
Commercial:	\$4,812,676,300
Total:	\$12,205,595,300
Parcel Count	
Residential:	13,472
Commercial:	1,748
Total:	15,220

Exempt Parcels	
Average Assessed Value	
Exempt Educational:	\$13,691,912.40
Exempt Other:	\$5,465,878.66
Assessed Values	
Exempt Educational:	\$1,656,721,400
Exempt Other:	\$2,202,749,100
Total:	\$3,859,470,500
Parcel Count	
Exempt Educational:	121
Exempt Other:	403
Total:	524

RESOLUTION #R-__-__

RESOLUTION APPROPRIATING A GRANT OF PUBLIC FUNDS FOR HOUSING ASSISTANCE TO LOW-AND MODERATE-INCOME HOMEOWNERS WITHIN THE CITY OF CHARLOTTESVILLE, VIRGINIA

WHEREAS, pursuant to the provisions of Virginia Code § 63.2-314, the Council of the City of Charlottesville, Virginia (“City Council”), may offer public grants to its local Director of Social Services (“Director”), serving in their capacity as the “Local Board” under the provisions of Virginia Code § 63.2-304; and

WHEREAS, City Council desires to offer a grant of public funds during Fiscal Year 2027, to aid low- and moderate-income homeowners within the City who are affected by the rising costs of homeownership (which include mortgage payments, fees and taxes, insurance, utilities, maintenance, and repairs); and

WHEREAS, the average assessment of a single-family residential property within the City has risen by approximately 4.10% over the past year, and with rising inflation, transportation costs, and utility costs, many individuals, who have income significantly lower than the Charlottesville area median income, will experience significant financial stress and may need financial assistance to remain in their homes; and

WHEREAS, City Council hereby finds and determines that it is both necessary and desirable, to promote the general welfare of the City, and to promote the safety, health, comfort, and convenience of City inhabitants, to support the affordability of continuing homeownership by low- and moderate-income individuals; and

WHEREAS, public funding is available and has been appropriated within the City Budget for the proposed public grant, in the amounts set forth within this Resolution.

NOW, THEREFORE BE IT RESOLVED, by City Council that, effective July 1, 2026, and for calendar year 2026, a grant of public funds is hereby made to the Director, in their capacity as the “Local Board” of social services pursuant to Virginia Code § 63.2-304, to be used to provide housing assistance to City homeowners in need of such, as follows:

Expenditure

\$630,000 Fund: 105 Cost Center: 3343019000 G/L Account: 540065; and

BE IT FURTHER RESOLVED, that the Director is solely responsible for administration of this assistance fund, pursuant to the provisions of Virginia Code §§ 63.2-304 and 63.2-314, provided that the Director may enter into written agreements with the City Commissioner of Revenue, City Treasurer, and City Manager, as may be necessary to administer the fund; and

BE IT FINALLY RESOLVED, that it is the desire of City Council that this grant of public funds, hereafter to be referred to as the “Charlottesville Homeownership Assistance Program”

(“CHAP”), shall be provided to City homeowners in need of assistance due to rising costs of homeownership, in accordance with the following parameters:

2025 CHAP (Public Grant for Homeownership Assistance)				
Applicant Household Income	\$0 - \$39,000	\$39,001 - \$52,000	\$52,001 - \$58,500	\$58,501 - \$65,000
Grant	\$2,500	\$2,000	\$1,500	\$1,000

(1) Grantee must be a human being, own a home within the City, and must reside within the home. As of January 1, 2026, and as of the date an application is submitted, the Applicant must occupy that real estate as his/her sole residence and must intend to occupy that real estate throughout the remainder of calendar year 2026. An Applicant who is residing in a hospital, nursing home, convalescent home, or other facility for physical or mental care, shall be deemed to meet this condition, so long as the real estate is not being used by or leased to another for consideration. “Ownership” may be any of the following: (i) individually, or in conjunction with a spouse holding life rights; (ii) individually, or in conjunction with a spouse holding the power of revocation in a revocable *inter vivos* trust of which the home is an asset; or (iii) alone or in conjunction with a spouse who possesses a life estate, or an estate for joint lives, or a continuing right of use or support under the terms of an irrevocable trust of which the property is an asset.

(2) Most recent assessed value of the Grantee’s home cannot exceed \$550,000 (this is the average assessed value in 2026 of taxable residential parcels, rounded to the nearest \$5,000).

(3) Grantee, Grantee’s spouse, or any other owner residing in the home, cannot own any other interest in real estate, either within the City, or at any other location. This includes any real estate interest owned: (i) as an individual; (ii) as the beneficiary of a trust; (iii) as a member of an LLC; or (iv) by virtue of any other interest in a legal entity.

(4) Grantee must demonstrate evidence of Household Income within the limits established for calendar year 2026, as set forth above within this Resolution. “Household Income” means: (i) the adjusted gross income, as shown on the federal income tax return as of December 31 of the calendar year immediately preceding the taxable year; or (ii) for Applicants for whom no federal tax return is required to be filed, the income for the calendar year immediately preceding the taxable year of the Applicant and of any other relatives who reside in the Applicant’s home, and any other person(s) who: (i) owns any interest in the home; and (ii) resides in the Applicant’s home. The Director shall establish the Household Income of Applicants for whom no federal tax return is required through documentation satisfactory for audit purposes.

(5) This public grant shall be used only to assist individuals who are not receiving the real estate tax exemption or deferral provided under Chapter 30, Article IV, of the Charlottesville City Code (Real Estate Tax Relief for the Elderly and Disabled Persons) during 2026.

(6) Not more than one (1) grant shall be provided to any one (1) address.

Date Adopted: _____

Certified: _____
Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution to Endorse the Location for the Swords Into Plowshares Project
Staff Contact(s):	James Freas, Deputy City Manager
Presenter:	James Freas, Deputy City Manager
Date of Proposed Action:	May 18, 2026

Issue

The Swords Into Plowshares project, led by the Jefferson School African American Heritage Center, includes three different proposals for new sculptures making use of the materials remaining after the deconstruction of the Robert E. Lee statue to be placed in various City parkspaces. City Council is being asked to endorse the use of City parkspace for this purpose in advance of the completion of the artist selection and final design process, after which City Council would make a decision as to whether to formally accept the resulting art work into the City's public art collection. This endorsement does not bind the City Council to accepting the final art piece, but does allow the design process to proceed with the understanding that the City is willing to consider incorporating sculptures into the parks endorsed by this resolution.

Background / Rule

In December, 2021 the Charlottesville City Council conferred ownership of the City's Robert E. Lee statue to the Jefferson School African American Heritage Center (JSAAHC). The submitted proposal described JSAAHC's intention to melt down the statue and remold it "into a new work of public art that expresses the City's values of inclusivity and racial justice." [Quote from JSAAHC's proposal submitted to City Council] The proposal also highlights an extensive community engagement program toward the final design of the new public art/sculpture, which aligns with the current process.

In order for a new work of public art to be incorporated into a park or other City-owned space, the City Council must vote to accept the art piece into the City's public art collection. This vote is anticipated to occur at the end of the community engagement and design phase of the Swords Into Plowshares project, projected to be sometime in the fall of 2027. Given the extensive artist/designer selection process and community led design process, staff has proposed two Council check-ins and endorsements - the first related to allowing the proposed project to be placed in identified parks and the second contemplating the scale and specific location within a given park. These endorsements are non-binding, but give the project team some direction allowing the community engagement and design process to move forward.

More detailed information about the Swords Into Plowshares project, the current community engagement program, and the three design teams and their proposals can be found at <https://www.sipcville.com/>.

Analysis

There are three artist/designer teams, each with their own vision for the project. Each vision incorporates multiple City Park locations.

1. Hood Design Studio - This proposal calls for an initial installation at Market Street Park. After some period of display, the installation would be separated out into its component parts and each part relocated to a neighborhood or plantation-based location. These locations would be identified through a

community engagement process.

2. MASS - This proposal calls for a primary installation in the Market Street Park with the potential for secondary installations in other locations such as Booker T. Washington, Belmont, Forest Hills, and/or Tonsler parks.

3. PUSH Studio - This proposal includes sculptural pieces at six park locations: Market Street, Court Square, Booker T. Washington, Tonsler, Forest Hills, and Belmont.

The task for Council, at this time, is not to pick an individual proposal, but is to decide which park or parks the Swords Into Plowshares public art piece(s) may be located. At this stage of the design process, during which JSAAHC is conducting a community engagement process to select an artist/design team with a corresponding vision, all of the potential visions are still adjustable.

Staff recommends that Council consider, for each park, what is the balance of local use verse city-wide or tourist destination use?

At this point in time, staff do not have any technical concerns arising from park operations that would suggest any of the proposed parks could not host a component of the Swords Into Plowshares project. Staff across multiple departments will have the opportunity to meet with the selected artist/design team to discuss the specifics of each design and work through design details and logistics beginning shortly after the selection process is complete. Following this meeting or meetings with the artists/design team, staff is proposing that there be a second Council endorsement related to the scale of the project and other specifics. Again, the intent would be to give Council an opportunity to discuss and provide feedback before the design work is finalized and presented for acceptance by the City,

Financial Impact

None

Recommendation

Staff recommends at a minimum that Council endorse the Market Street and the Court Square Parks as locations where JSAAHC can place elements of the Swords Into Plowshares project. Both of these parks are centrally located in the City and already places where citywide interests are expressed

Recommended Motion (if Applicable)

Attachments

1. Resolution_LocationEndorsement - Revised



RESOLUTION #R-__-__
Resolution to Endorse Locating the Swords Into Plowshares project in City of Charlottesville Parkspace

WHEREAS in December, 2021 the Charlottesville City Council conveyed the Robert E. Lee statue to the Jefferson School African American Heritage Center in support of their Swords Into Plowshares proposal; and

WHEREAS the Swords into Plowshares proposal called for the statue to be melted down and then recast into a new memorial that would be shaped into a new memorial; and

WHEREAS the Jefferson School African American Heritage Center is considering three different artist/designer teams, which have presented three different visions of what a new memorial could be, and those proposals involve the potential for the use of multiple parks; and

WHEREAS the Charlottesville City Council will make a decision to accept or not the final art piece at the end of the Swords Into Plowshares community engagement and design process into the City’s public art collection and any decision or guidance offered now is non-binding on that future decision;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, to tentatively endorse the use of the following listed parks for the purposes of locating aspects of the Swords Into Plowshares memorial:

1. Market Street Park;
2. Court Square Park

Be it further resolved that this resolution does not bind the City to accept any piece of art into the City’s collection or to permit the use of City property for the purposes of displaying art submitted for consideration by Swords Into Plowshares, the Jefferson School African American Heritage Center, or any other organization or individual.

	Aye	No
Fleisher	___	___
Oschrin	___	___
Payne	___	___
Snook	___	___
Wade	___	___

Date Adopted:

Certified: _____
Clerk of Council