

CITY COUNCIL AGENDA
Monday, February 4, 2019



6:30 p.m.

Regular Meeting - CALL TO ORDER
Council Chambers

PLEDGE OF ALLEGIANCE
ROLL CALL
ANNOUNCEMENTS
PROCLAMATIONS

- 1. CONSENT AGENDA*** (Items removed from consent agenda will be considered at the end of the regular agenda)
- a. Minutes – January 22, 2019 Regular Meeting; January 23, January 30, and January 31, 2019 Work Sessions
 - b. APPROPRIATION: Grant for bicycle and pedestrian improvements at Monticello Ave/Ridge Street and Monticello/2nd Street - \$547,730 (2nd of 2 readings)
 - c. APPROPRIATION: Housing Opportunities for People with AIDS/H.I.V. - \$213,012 (2nd of 2 readings)
 - d. APPROPRIATION: Employment for Temporary Aid to Needy Families (TANF) Grant - \$66,623.53 (2nd of 2 readings)
 - e. APPROPRIATION: Home to Hope Peer Navigators Funding - \$405,000 (2nd of 2 readings)
 - f. RESOLUTION: Funding for Summer Clerk for Commonwealth's Attorney Office - \$12,000 (1st of 1 reading)
 - g. RESOLUTION: Designate Friendship Court Site as a Revitalization Area (1st of 1 reading)
 - h. RESOLUTION: Designate Crescent Halls Site as a Revitalization Area (1st of 1 reading)
 - i. RESOLUTION: Designate South First Street Site as a Revitalization Area (1st of 1 reading)
 - j. ORDINANCE: Approve Amendments to CACVB Operating Agreement (2nd of 2 readings)
 - k. ORDINANCE: Increase in Limit for Small Purchase Procurement (1st of 2 readings)

CITY MANAGER RESPONSE TO COMMUNITY MATTERS (FROM PREVIOUS MEETINGS)

- COMMUNITY MATTERS** Public comment is provided for up to 16 speakers at the beginning of the meeting (limit 3 minutes per speaker.) Pre-registration is available for up to 8 spaces, and pre-registered speakers are announced by noon the day of the meeting. The number of speakers is unlimited at the end of the meeting.
- 2. PUBLIC HEARING RESOLUTION*:** Special Use Permit for 901 River Road (1st of 1 reading)
 - 3. PUBLIC HEARING RESOLUTION*:** Emmet Street Streetscape Concept (1st of 1 reading)
 - 4. PUBLIC HEARING RESOLUTION*:** 5th Street/Ridge/McIntire Multimodal Corridor Concept (1st of 1 reading)
 - 5. PUBLIC HEARING ORDINANCE*:** Lease Terms for Albemarle-Charlottesville Historical Society at 200 2nd Street, NE (1st of 2 readings)
 - 6. RESOLUTION*:** CRHA Drawdown Request of Previously Appropriated Funds (1st of 1 reading)
 - 7. RESOLUTION*:** Resources Required for Comprehensive Plan Completion and Long Range Planning (1st of 1 reading)
 - 8. RESOLUTION*:** Re-Naming Preston Avenue (1st of 1 reading)
 - 9. RESOLUTION*:** Designation of New Community Event to be Held Annually in August (1st of 1 reading)

OTHER BUSINESS
MATTERS BY THE PUBLIC

*ACTION NEEDED

GUIDELINES FOR PUBLIC COMMENT

**We welcome public comment;
it is an important part of our meeting.**

**Time is reserved near the beginning and at the end of each
regular City Council meeting for public comment.**

Please follow these guidelines for public comment:

- Each speaker has **3 minutes** to speak. Please give your name and place of residence before beginning your remarks.
- Please **do not interrupt speakers**, whether or not you agree with them. **Speaking from the audience is not permitted** without first being recognized by the Chair.
- Please **refrain from using obscenities**.
- If you are here to speak for a **Public Hearing**, please wait to speak on the matter until the report for that item has been presented and the Public Hearing has been opened.
- If you cannot follow these guidelines, you will be asked to leave City Council Chambers and will not be permitted to re-enter.

NOTICE OF SPECIAL MEETING

A SPECIAL MEETING OF THE CHARLOTTESVILLE CITY COUNCIL WILL BE HELD ON Tuesday, January 22, 2019, AT 5:30 p.m. IN THE Second Floor Conference Room.

THE PROPOSED AGENDA IS AS FOLLOWS:

Closed session as provided by Section 2.2-3712 of the Virginia Code
(Boards & Commissions; Personnel Matter)

BY ORDER OF THE MAYOR

BY Brian Wheeler

SECOND FLOOR CONFERENCE ROOM – January 22, 2019

Council met in closed session on this date with the following members present: Ms. Walker; Ms. Hill; Ms. Galvin; and Mr. Signer. Dr. Bellamy was absent.

Ms. Walker called the meeting to order at 5:37 p.m.

On motion by Ms. Hill, seconded by Ms. Galvin, Council voted (Ayes: Ms. Walker; Ms. Hill; Ms. Galvin; and Mr. Signer. Noes: None. Absent: Dr. Bellamy.) to meet in closed session as authorized by Va. Code sec. 2.2-3712, specifically:

Virginia Code Section 2.2-3711(A)(1) for the consideration of appointment of a specific individual to be employed as the Chief of Staff/Clerk of Charlottesville City Council; and

Virginia Code Section 2.2-3711(A)(1) for the consideration of appointment of specific individuals to the Charlottesville Retirement Commission and the Charlottesville Albemarle Airport Authority Board; and

Virginia Code Section 2.2-3711(A)(8) for consultation with legal counsel regarding the Charlottesville Police Civilian Review Board appointment process.

On motion by Ms. Hill, seconded by Ms. Galvin, Council certified by the following vote (Ayes: Ms. Walker; Ms. Hill; Ms. Galvin; and Mr. Signer. Noes: None. Absent: Dr. Bellamy.) 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.

Council met in open session and on motion by Ms. Hill, seconded by Ms. Galvin, Council voted (Ayes: Ms. Walker; Ms. Hill; Ms. Galvin; and Mr. Signer. Noes: None. Absent: Dr. Bellamy.) to approve the employment contract for Ms. Kyna Thomas as the Chief of Staff and her appointment as Clerk of Charlottesville City Council effective January 28, 2019.

Ms. Walker adjourned the meeting at 6:25 p.m.

COUNCIL CHAMBER - January 22, 2019

Ms. Walker called the meeting to order at 6:31 p.m.

ROLL CALL

Council met in regular session on this date with the following members present: Ms. Hill, Ms. Walker, Mr. Signer, and Ms. Galvin.

ANNOUNCEMENTS / PROCLAMATIONS

Ms. Galvin noted the promotions in the Charlottesville Police Department of Lieutenant LaTroy Durette and Lieutenant James Mooney who were both promoted to Captain on January 14, 2019.

APPOINTMENTS TO BOARDS AND COMMISSIONS

On motion by Ms. Hill, seconded by Ms. Galvin, the following appointments were made to Boards and Commissions: to the Charlottesville Retirement Commission: Joseph Hatter; and to the Charlottesville Albemarle Airport Authority Board: Don Long. (Ayes: Ms. Hill, Ms. Walker, Mr. Signer, Ms. Galvin; Noes: None. Absent: Dr. Bellamy)

Ms. Hill announced that earlier in an open session Council voted to approve the employment contract for Ms. Kyna Thomas as the Chief of Staff and her appointment as Clerk of Charlottesville City Council effective January 28, 2019.

Ms. Walker asked for a moment of silence for the passing of Mrs. Rick Turner. Dr. Rick Turner, her husband, is the former president of the local NAACP.

CONSENT AGENDA:

Ms. Walker invited public comment on the consent agenda. She recognized Ms. Valerie Long who asked for an exception to be made as part of Consent Agenda ITEM N in the zoning text amendment modifying the definition of a dwelling unit.

Ms. Galvin asked that ITEM N be pulled for discussion later in the meeting.

a. Minutes – January 7, 2019 Regular Meeting; January 11, 2019 Work Session

[Minutes - January 7, 2019 Regular Meeting](#)

[Minutes - January 11, 2019 Work Session](#)

**b. APPROPRIATION: Meadow Creek Trail Bridge Grant from VDOT - \$375,000
(2nd reading)**

[Meadow Creek Trail Bridge Grant from VDOT](#)

WHEREAS, the City of Charlottesville, through Parks and Recreation, has been awarded \$300,000 from the Virginia Department of Transportation to construct a bicycle and pedestrian bridge over Meadow Creek near Greenbrier Drive; and

WHEREAS, the City will match this grant in the amount of \$75,000 which will come from the Trail (PR-001) account.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$375,000 is hereby appropriated in the following manner:

Revenue

\$300,000 Fund: 426 WBS: P-00995 G/L Account: 430120

Expenditures

\$300,000 Fund: 426 WBS: P-00995 G/L Account: 599999

Transfer From

\$75,000 Fund: 426 WBS: PR-001 G/L Account: 599999

Transfer To

\$75,000 Fund: 426 WBS: P-00995 G/L Account: 599999

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$300,000 from the Virginia Department of Transportation.

**c. APPROPRIATION: 250 Bypass Greenbelt Trail Grant from VDOT - \$500,000
(2nd reading)**

[250 Bypass Greenbelt Trail Grant from VDOT](#)

WHEREAS, the City of Charlottesville, through Parks and Recreation, has been awarded \$400,000 from the Virginia Department of Transportation to construct a bicycle and pedestrian trail along the 250 bypass; and

WHEREAS, the City will match this grant in the amount of \$100,000 which will come from the Trail (PR-001) and Bike/Ped (CP-083) accounts.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$500,000 is hereby appropriated in the following manner:

Revenue

\$400,000 Fund: 426 WBS: P-00891 G/L Account: 430120

Expenditures

\$400,000 Fund: 426 WBS: P-00891 G/L Account: 599999

Transfer From

\$50,000 Fund: 426 WBS: PR-001 G/L Account: 599999

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

Transfer To

\$100,000 Fund: 426 WBS: P-00891 G/L Account: 599999

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$400,000 from the Virginia Department of Transportation.

- d. APPROPRIATION: Information Technology Funding for Office 365 Licenses - \$53,774 (2nd reading)**

[Information Technology Funding for Office 365 Licenses](#)

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of up to \$53,774 in Information Technology fund balance, will be transferred to the General Fund to be used as funding for the Office 365 licensing and shall be hereby appropriated in the following manner:

Revenues - \$53,774

Fund: 105 Cost Center: 2141001000 G/L Account: 498010

Expenditures - \$53,774

Fund: 105 Cost Center: 2141001000 G/L Account: 519999

BE IT ALSO RESOLVED that the fund balance transfer from the Information Technology fund is hereby appropriated in the following manner;

Expenditure - \$53,774

Fund: 705 Cost Center: 2101001000 G/L Account: 561105

- e. APPROPRIATION: Grant for bicycle and pedestrian improvements at Monticello Ave/Ridge Street and Monticello/2nd Street - \$547,730 (Carried)**

[Grant for bicycle and pedestrian improvements at Monticello Ave/Ridge Street and Monticello/2nd Street](#)

- f. APPROPRIATION: Housing Opportunities for People with AIDS/H.I.V. - \$213,012 (Carried)**

[Housing Opportunities for People with AIDS/H.I.V.](#)

- g. APPROPRIATION: Employment for Temporary Aid to Needy Families (TANF) Grant - \$66,623.53 (Carried)**

[Employment for Temporary Aid to Needy Families \(TANF\) Grant](#)

- h. RESOLUTION: Bridge Ministry Funding Allocation - \$17,400**

[Bridge Ministry Funding Allocation](#)

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia that the sum of \$17,400 is hereby paid to the Bridge Ministry from currently appropriated funds in the Citywide Reserve in the General Fund as follows:

\$17,400 Fund: 105 Cost Center: 1631001000 G/L Account: 599999

BE IT FURTHER RESOLVED that the release of these funds is conditioned upon the Bridge Ministry demonstrating progress on their audit within the timeline that was stated. Release of funding is also conditioned upon a revised funding agreement specifying all conditions be drawn up and signed by both the City and Bridge Ministry.

- i. RESOLUTION: Funding Transfer for Form Based Code Contract Amendment \$42,553**

[Funding Transfer for Form Based Code Contract Amendment](#)

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the additional funding for the Strategic Investment Area Form-Based Code and housing strategy workshops is hereby transferred in the following manner:

Transfer From;

\$42,553 Fund: 426 WBS: P-00818 G/L Account: 599999

Transfer To

\$42,553 Fund: 426 WBS: P-00947 G/L Account: 599999

- j. ORDINANCE: Release of Stormwater Detention Facility Easement in Seminole Square North Wing (2nd reading)**

[Release of Stormwater Detention Facility Easement in Seminole Square North Wing](#)

AN ORDINANCE RELEASING THE 1985 STORMWATER DETENTION EASEMENT ACROSS PROPERTIES KNOWN AS SEMINOLE SQUARE SHOPPING CENTER AND PEPSI BOTTLING PLANT

- k. **ORDINANCE: Underground Utility Easement to Dominion Energy at Ragged Mountain Reservoir (2nd reading)**

[Underground Utility Easement to Dominion Energy at Ragged Mountain Reservoir](#)

AN ORDINANCE AUTHORIZING THE CONVEYANCE OF AN EASEMENT TO DOMINION ENERGY VIRGINIA TO UNDERGROUND ELECTRICAL FACILITIES ON AND ACROSS CITY PROPERTY AT RAGGED MOUNTAIN RESERVOIR

- l. **ORDINANCE: ZTA: Revise definition of amusement centers and allowable zoning classifications (2nd reading)**

[ZTA: Revise definition of amusement centers and allowable zoning classifications](#)

AN ORDINANCE AMENDING AND RE-ENACTING CHAPTER 34 (ZONING) OF THE CODE OF THE CITY OF CHARLOTTESVILLE (1990), AS AMENDED, TO UPDATE REGULATIONS PERTAINING TO AMUSEMENT CENTERS.

- m. **ORDINANCE: ZTA: Street Designations in Mixed Use Zones (2nd reading)**

[ZTA: Street Designations in Mixed Use Zones](#)

AN ORDINANCE AMENDING AND REORDAINING SEC. 34-541 OF ARTICLE VI OF CHAPTER 34 (ZONING) OF THE CODE OF THE CITY OF CHARLOTTESVILLE, 1990, AS AMENDED, REGARDING PRIMARY AND LINKING STREET DESIGNATIONS IN MIXED USE DISTRICTS

- n. **ORDINANCE: ZTA: ~~Modifying Definition of Dwelling Unit (2nd reading)~~ Pulled for Discussion**

[ZTA: Modifying Definition of Dwelling Unit](#)

- o. **ORDINANCE: Approve Amendments to CACVB Operating Agreement (Carried)**

[Approve Amendments to CACVB Operating Agreement](#)

On motion by Ms. Hill, seconded by Ms. Galvin, the remainder of the CONSENT AGENDA was APPROVED. (Ayes: Ms. Hill, Ms. Walker, Mr. Signer, Ms. Galvin; Noes: None. Absent: Dr. Bellamy)

CITY MANAGER RESPONSE TO COMMUNITY MATTERS (FROM PREVIOUS MEETINGS)

Mr. Murphy followed up on feedback provided by Ms. Mary Carey at the previous meeting related to pedestrian safety at the intersection of Ridge/McIntire with Water and South Streets. Mr. Murphy said he had spoken to the City Traffic Engineer and that he would provide Ms. Carey with an update.

Mr. Murphy noted that Ms. Angelique Kahn had requested a private meeting with Police Chief RaShall Brackney. He said that meeting took place three days later.

Mr. Murphy said he and staff had followed up on questions from Mr. Josh Bowers (and others) of the Police Civilian Review Board regarding raw data requests and that a meeting had happened earlier in the day. He said he expected more clarity on the CRB's data request and what the City could provide following the CRB's next meeting.

COMMUNITY MATTERS

Ms. Leigh Wion spoke to Council as associate director of the BridgeLine regarding the resolution to establish a Priority-Setting Commission. She said her organization support residents with brain injuries. She said the current support provided via the Agency Budget Review Team process was very important and four to six percent of the nonprofit's annual revenue.

Ms. Heather Peck spoke in support of the Home to Hope Peer Navigators funding initiative on the agenda.

Mr. Jon Nafziger spoke as executive director of Jefferson-Area CHIP and thanked Council for the City's past support for early childhood services as part of the Agency Budget Review Team process. Mr. Nafziger said Jefferson-Area CHIP started in 1991 as a service of the Health Department and then as an independent agency it has received ABRT funding since 2008. He said his organization partners closely with the City's Department of Social Services and City Schools and that City funding currently supports half of its Charlottesville families. He asked for Council to consider the unintended consequences of the resolution to establish a Priority-Setting Commission.

Ms. Melinda Baumann spoke as vice president of the Sexual Assault Resource Agency. She said SARA receives funding from the City. If the City focuses on certain funding areas it will be to the detriment of numerous nonprofits and fewer services for the most vulnerable members of society. She asked for more transparency when changes are proposed to the Agency Budget Review Team process.

Ms. Walker commented that it was not the first time a priority-setting initiative has been suggested for Council support of nonprofits. She said in 2011 there was another proposal to make changes to the Agency Budget Review Team process. She said she was not hearing in the comments from the public or in emails to Council how nonprofits could do their work in the community better. She said if we want reform at every level this is a place that needs to be looked at as millions of dollars are being invested by the City. She said a very diverse group of people has been involved in the ad-hoc committee trying to determine process improvements and the value of local nonprofits.

Ms. Cristine Nardi spoke as executive director of Center for Nonprofit Excellence. She said the nonprofit sector as a whole would like to engage in a dialogue on these issues. She said a full opportunity has not happened yet for the nonprofits and the clients they serve. She asked Council to explain the overall goal of these proposed changes with the establishment of a Priority-Setting Commission.

Mr. Elliott Harding spoke in support of the Home to Hope Peer Navigators Funding grant on Council's agenda. He asked the City Manager to consider building relationships with people before they re-enter the community as this program is implemented and to work with inmates before they are released. He said the community is going to have to promote employers who are willing to hire people re-entering the community.

Ms. Hill asked Mr. Harding if the City should rely on outside partners to do this work. Mr. Harding encouraged an evaluation of those existing nonprofits. He said he didn't think the nonprofits could get in the jails early the same way the City could.

Ms. Ellen Osbourne spoke on behalf of Literacy Volunteers. She thanked Council for working on the Agency Budget Review Team process. She said her organization has been working to align with the City's strategic plan, but that in recent statements by Council, she questioned whether the City was seeing nonprofits as partners. She invited Council to drop-in any time to observe the Literacy Volunteers in action.

Ms. Laura Allen said she was involved with the environmental groups Generation 180 and Cville100 though she was speaking as an individual. She said she was concerned about energy efficiency and greenhouse gas reduction as it related to housing affordability. She said energy efficiency projects could also support job creation. She encouraged the setting of high standards for energy efficiency.

Mr. Cliff Hul said he wanted to suggest another name as part of Dr. Bellamy's proposal to rename Preston Avenue. He said Garwin DeBerry, a coach at Charlottesville High School, would be appropriate. He attended Burley High School as well.

Mr. Daryl Jones said he was an ex-offender and he represented the group Leaders and Achievers. He spoke in support of the Home to Hope Peer Navigators Funding.

Ms. Rebecca Quinn spoke in support of the renewal of the lease for the Albemarle-Charlottesville Historical Society. She said the organization had undergone significant changes and was offering numerous new free programs. On energy efficiency, Ms. Quinn encouraged water efficiency measures to keep utility bills down.

Mr. Michael Payne spoke about affordable housing matters. He said for the first time he believed the City was working for the first time towards a comprehensive solution on the funding strategy for affordable housing. He said the Housing Advisory Committee had identified a need for 1,200 new affordable housing units and about 3,000 additional units through redevelopment and other housing programs. He encouraged City Council to commit \$10 million a year over 15 years to solve the affordable housing crisis.

Mr. Martize Tolbert said he was an ex-offender. He spoke in support of the Home to Hope Peer Navigators Funding. He said he was already volunteering as a 'peer navigator' to numerous friends. He said the City is not currently a second-chance City and resources are insufficient.

Ms. Nancy Carpenter spoke in support of the Home to Hope Peer Navigators Funding.

APPROPRIATION*: HOME TO HOPE PEER NAVIGATORS FUNDING - \$405,000 (carried)

[Home to Hope Peer Navigators Funding](#)

Ms. Walker invited Ms. Kaki Dimock, Acting Assistant City Manager, to present the Home to Hope Peer Navigators Funding funding initiative.

Ms. Dimock described the program's goals which include three separate initiatives: GO Peer Support Training Program (\$30,000); Home to Hope Peer Navigator Unit (\$275,000); and Flexible Funds for Practical Needs (\$100,000). She said the GO Peer Support training program could receive a reimbursement grant which would significantly reduce that program's costs.

Ms. Galvin asked about measurements for success? Ms. Walker said the City needed to be careful in its evaluation.

Ms. Galvin asked if the re-entry community the City currently serves could be prepared to go from receiving peer support to moving into a seat in a City GO program to match them with a local job. Ms. Hollie Lee said that was certainly a goal and a large number of program participants have had criminal records. She said this would be an excellent feeder into the GO programs.

Ms. Hill asked for staff's recommendations as to whether the City should be the employer versus a funder of other community organizations? Ms. Dimock said there was a sense the Home to Hope program could increase capacity of a lot of the key partner organizations. She said she saw merits to both approaches.

Mr. Signer noted that a lot of work had been undertaken by staff since last fall's work session on the topic. He asked if a dollar was better invested in a nonprofit versus the City with respect to benefits and overhead. Ms. Dimock said if the positions were contracted out the City would insist on comparable wages as if they were City employees, but that with benefits, it would be more cost-effective as part of the City's programs which are most cost-effective because of the size of the organization.

Mr. Signer commented on the Equity Fund as a source of funding for this program. He said this would be a great equity-related program and one coming in off the budget cycle. He said he planned to support it, but cautioned that this should be the exception rather than the rule.

Mr. Murphy said Council had previously set dollar limits on off-budget cycle allocations. This initiative, he said, could be made entirely out of the equity fund and that in the March budget process Council could reload the Equity Fund to some degree if desired. Either way, Mr. Murphy said some of the operational costs have to be recognized in the FY 2020 budget so that recurring funds have a source of support outside the Equity Fund which was intended for one-time support.

Council reached consensus to carry the item forward to the Consent Agenda on February 4, 2019.

RESOLUTION*: ESTABLISHMENT OF PRIORITY-SETTING COMMISSION TO INFORM COUNCIL FUNDING PRIORITIES

[Establishment of Priority-Setting Commission to Inform Council Funding Priorities](#)

Ms. Walker invited Ms. Kaki Dimock, Acting Assistant City Manager, to present the resolution to establish a Priority-Setting Commission.

Ms. Dimock updated Council on changes made to the staff report and recommendations since receiving Council's feedback on January 7. She described the proposed composition and skills sought for the new 13-member commission.

Ms. Hill said this has been one of the top-three issues on which she has received feedback while serving on Council. She said it was clear additional conversation was required for this transition to be effective.

Ms. Galvin said comments over the last four to five days from the public said to her that there needed to be a clearer statement of need for the recommended changes. As written, she said it wasn't clear how numerous nonprofits providing vital services would receive funding in the future.

Ms. Walker responded and shared history of the Agency Budget Review Team process and that many of the same concerns raised tonight have been raised in previous assessments, and by representatives of many of the same organizations. She asked Council to identify the ultimate

goals for the agency funding process. She said if the City is considering reform in all areas, it is not about taking anything away, rather it is about finding true partnerships in the community and making the individuals served the ultimate focus.

Ms. Galvin said the process should be open and transparent and this may be a good point in time to shift gears, create the commission, and challenge them to address other questions of importance. She said this is \$2-3 million in operational funds and that the entire Council should be involved in selecting the commission. She asked if this could be brought back in a month with some more clarity about what we want the commission to address. She said she can't vote on the current resolution as written.

Dr. Bellamy arrived at 8:34 p.m.

Ms. Walker reiterated that the committee has very diverse representation in the community.

Mr. Signer said he did not understand the impetus behind the proposed reforms. He said further discussion at a work session would be beneficial.

Mr. Murphy said he thought it was clear Council has long had questions about the ABRT process and nonprofit outcome measures. For example, he said Council has questioned the scoring process and the prerequisites for applying. Mr. Murphy said the next step was to determine Council's funding priorities, regardless of the approach. He said it was important for Council to have confidence in the process and to give this group the right charge at the start. He said it may be time to hold agencies harmless for a second-year until this is given further consideration.

Dr. Bellamy asked if more study would yield different results.

Ms. Hill responded that the work was not yet complete. Ms. Walker said she wanted the commission to evaluate priorities and have a work session with Council. She said a comprehensive needs assessment was necessary to inform the process.

Ms. Walker said it was important for the clients being served to be in a position to tell Council if a nonprofit's work is effective as opposed to just relying on the nonprofits themselves. She said at a future work session, Council would have greater opportunity to be heard, and to select and charge the commission.

Ms. Galvin said she would appreciate having greater time. She would support combining the ad-hoc committee into the commission. She said greater clarity was needed as to whether this would be an ad-hoc or standing committee and that Council should agree on the commission's charge. She also asked what could be done to engage Albemarle County to participate.

Ms. Walker said she would recommend a work session.

Mr. Signer said some city councils would charge their City Manager to take on this initiative and bring recommendations back.

Ms. Walker said putting it in an interim City Manager's lap would not be the best approach. She said given the interest by Council and numerous community members, Council should remain involved.

Ms. Galvin and Mr. Signer said it may take another year to accomplish this goal.

Ms. Walker said in the absence of Council support for this proposal, a work session should be scheduled. Ms. Dimock asked what kind of time should be allocated to accommodate stakeholder input? Ms. Walker responded that three hours would be sufficient and that she would focus on getting client feedback included at the work session. Mr. Signer suggested having a facilitator present.

Mr. Murphy asked about the timing and suggested staff could use February-March to collect more input for a council work session in April.

Ms. Walker asked if Council could get an update on where staff is with the outreach process at the second meeting in February. She said she is especially interested in recommendations on a comprehensive needs assessment. Ms. Walker said she would meet with the ad-hoc group again, people she had selected to serve over the past year, to continue receiving their input. She said they were all busy people who would not meet unnecessarily while staff is preparing for the work session.

Council reached consensus to defer the item.

REPORT: LEASE TERMS FOR ALBEMARLE-CHARLOTTESVILLE HISTORICAL SOCIETY AT 200 2ND STREET, NE

[Lease Terms for Albemarle-Charlottesville Historical Society at 200 2nd Street, NE](#)

Ms. Walker invited Mr. Paul Oberdorfer, Director of Public Works, to provide background on the ACHS lease.

Mr. Oberdorfer said ACHS has been leasing the property since 1993. In April, Council granted a new one-year lease with 10 requirements. Mr. Oberdorfer said the lease would expire April 30 and staff was providing an interim update on their progress to Council.

Mr. Murphy said he was seeking Council's direction on a lease renewal and over what period. He said he also wanted clarity as to whether Council intended to continue requiring it appoint one-third of the ACHS board as approved in April 2018.

Ms. Galvin asked about lease terms. Mr. Murphy said the initial request for a 10-year term and staff was recommending a three-year term with two one-year renewal options.

Ms. Walker said she did not feel strongly about having Council appointees on the ACHS board. She said she did not want to lock into a longer term lease at this time. She suggested a one-year renewal and then Council could revisit it with the new City Manager.

Dr. Bellamy said he supported Ms. Walker's recommendation.

Ms. Hill asked what the implications would be for a shorter renewal? Mr. Coy Barefoot, executive director of the Society, was asked to respond. He said he felt positive about the current recommendations from staff and that a grant from the Perry Foundation would be in jeopardy if he did not receive a longer lease.

Mr. Blair asked Mr. Barefoot about a one-year lease with four one-year renewals as an option? Mr. Barefoot said that arrangement would not be acceptable. He said the organization has worked really hard, exercised good faith, and deserves this lease.

Mr. Signer noted that all the indicators are pointing the right direction in the ACHS operations. He said he opposed something less than three years as an initial term. He also said he favored lifting the Council appointments on the ACHS board.

Ms. Walker said she understood the organization was turning around but she thinks Council must recognize there could be other ideas about the best use of that space in the future. She said she was looking for a fresh perspective on that issue.

Ms. Galvin noted the two one-year renewal options need to be added to the lease as drafted. She also supports eliminating the Council appointments on the board.

Dr. Shelley Murphy was invited to speak and she said she was proud to be serving as chair of the Board. She described the organization's goals to enrich the community and the fundraising being done to improve the building.

Dr. Phyllis Leffler said she was one of the Council-appointed members of the board that joined last year having previously served in the 1990s. She described the diverse programming and excellent attendance at their recent programs.

ORDINANCE: ZTA: MODIFYING DEFINITION OF DWELLING UNIT (2nd reading; from Consent Agenda Item N above)

[ZTA: Modifying Definition of Dwelling Unit](#)

On motion by Ms. Galvin, seconded by Ms. Hill, Council voted to APPROVE the ORDINANCE for a Zoning Text Amendment Modifying the Definition of Dwelling Unit as presented with an amendment that the provisions of this Zoning Text Amendment shall not apply to Site Plan P18-0203-513 & 0 Rugby. (Ayes: Dr. Bellamy, Ms. Hill, Ms. Walker, Mr. Signer, Ms. Galvin; Noes: None.).

AN ORDINANCE AMENDING AND RE-ENACTING CHAPTER 34 (ZONING) OF THE CODE OF THE CITY OF CHARLOTTESVILLE (1990), AS AMENDED, TO UPDATE REGULATIONS DEFINING AND “DWELLING UNIT” AND CLARIFYING HOW CERTAIN DWELLINGS ARE COUNTED FOR PURPOSES OF RESIDENTIAL DENSITY CALCULATION.

OTHER BUSINESS

MATTERS BY THE PUBLIC

Ms. Nancy Carpenter spoke about the ABRT funding process. She said it was important to revamp the process.

Ms. Elliott Brown said she supported changes to the ABRT process. She said there have not been significant improvements for marginalized communities.

Meeting adjourned at 10:05 p.m.

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NOTICE OF SPECIAL MEETING

A SPECIAL MEETING OF THE CHARLOTTESVILLE CITY COUNCIL WILL BE HELD ON Wednesday, January 23, 2019, AT 6 p.m. IN THE auditorium OF THE Charlottesville Albemarle Technical Education Center (CATEC) at 1000 Rio Rd E, Charlottesville, VA 22901.

THE PROPOSED AGENDA IS AS FOLLOWS:

Joint work session for Charlottesville City Council and the Charlottesville School Board

BY ORDER OF THE CITY COUNCIL

BY Brian Wheeler

**CHARLOTTESVILLE ALBEMARLE TECHNICAL EDUCATION CENTER
January 23, 2019**

Council met in special session on this date with the following members present: Ms. Walker; Ms. Hill; Ms. Galvin; and Mr. Signer. Dr. Bellamy arrived at 6:12 p.m.

Ms. Walker called the meeting to order at 6:09 p.m.

Ms. Jennifer McKeever, Chair, called the Charlottesville School Board to order.

Ms. Kim Powell, Assistant Superintendent for Finance and Operations, was invited to present the school division's budget proposal.

Ms. Powell identified three priorities: maintaining competitive salaries; a living wage rate for all employees; and comprehensive programs for the needs of all learners.

Superintendent Rosa Atkins was invited to present the school division's FY 2020 Operational Budget.

Dr. Atkins said the living wage initiative would increase the lowest hourly wage from \$11.00/hr. to \$15.00/hr.

Dr. Bellamy asked whether additional resources that could be added to the tuition reimbursement program? Dr. Atkins said the proposal will take the tuition reimbursement stipend from \$500 to \$1,000.

Ms. McKeever thanked City Council for its support of the school division.

Ms. Powell said the total request for new funding from the City of Charlottesville is \$3.87 million.

Next, Dr. Atkins and Ms. Powell described the grade reconfiguration proposal that would move fifth graders back to their neighborhood elementary schools and eighth graders to Buford

Middle School. Pre-K classrooms would also be centralized at the Walker campus. Dr. Atkins said the project has a construction cost estimate of \$55 million. An additional \$3 million would be spent on pre-construction activities (design and survey work).

Ms. Powell described the funding options under consideration including general obligation bonds and the Virginia Public School Authority (VPSA) pooled bond program.

Ms. Galvin asked about how bond financing by schools would impact the City's overall debt ratios. Ms. Powell said that would be something the City would have to evaluate with its financial advisors.

Dr. Bellamy asked Mr. Murphy what next steps the City would have to take to evaluate these options. Mr. Murphy said this would be evaluated with the City's financial advisors and the debt would be part of the City's overall capital budget program.

Ms. Galvin asked about phasing options for the project. Ms. Powell responded with information on the timeline of pre-construction and construction activities. She said the timeline envisions pre-construction activities occurring during 2019-2020 and construction occurring during 2021-2022. Ms. Powell added that it would be advantageous to bid all the projects at once as opposed to splitting out a component such as the Pre-K classrooms at Walker.

Mr. Signer asked how these initiatives would translate into the City's budget process.

Mr. Murphy said there are existing school projects in the capital budget, however none of the reconfiguration projects are included in the CIP at this time.

Ms. Walker said she has asked City staff to evaluate how to support the \$3 million in pre-construction work in the capital budget. She noted there are also aggressive affordable housing goals being discussed as part of the CIP and increased funding being sought for school operations.

On the operational budget, Ms. Beauregard said the \$3.87 million request in new operational funding from City Council for the schools was the largest in the past dozen years at this stage in the budget process.

Ms. McKeever asked Dr. Atkins to describe a new equity policy under development by the school division.

Dr. Atkins described a program in Fairfax County Public Schools called "One Fairfax" which she said seeks equity in the schools and the community. The program is a joint social and racial equity policy of the Fairfax Board of Supervisors and School Board and it commits the locality to intentionally consider equity when making policies or delivering programs and services. Dr. Atkins said the Charlottesville School Board would like to develop a similar partnership with Charlottesville City Council.

Dr. Atkins said she would be convening an equity committee to make recommendations to the school board about what should be in a local equity policy.

Ms. McKeever said they would like to include two members of Council and city employees on the 25-member equity committee.

Dr. Bellamy said he supported the initiative.

Mr. Murphy said equity has also been established as a priority during his tenure as interim City Manager and staff have been evaluating various equity models over the past 5-6 months. He thought the City initiative and the school initiative could come together in the future.

Ms. McKeever encouraged City Council to consider participating even while Mr. Murphy is advancing this initiative among City staff.

Ms. Walker said she was interested in serving on the equity committee. Ms. Galvin suggested Council could discuss appointments at a future meeting.

Ms. McKeever described the application process for filling the school board seat recently vacated by Ms. Amy Laufer. She said applications are due February 1, 2019 and that the board will be giving preference to those applicants with previous school board experience and people committed to not running in the fall general election.

Ms. Walker invited public comment.

Ms. Emily Dreyfus spoke on behalf of the Legal Aid Justice Center and said she appreciated the school division's focus on equity. She encouraged school climate changes, more rigorous implementation of culturally responsive positive behavioral improvements and supports, restorative justice, and other programs. She also urged continued funding for the Check and Connect program.

Ms. McKeever adjourned the Charlottesville School Board.

Ms. Walker adjourned the meeting at 7:42 p.m.



FY 20 Funding Request (changes to FY19)

January 19, 2019 Work Session

Through the Lens of Equity

		NON-DISCRETIONARY EXPENSES/CONTRACTS	AMOUNT	
		Health Insurance Increase 8%	372,542	
		City Standard Contracts - Transportation and Maintenance	100,477	
		Piedmont Regional Education Program	77,265	
		Career and Technical Education Contract - CATEC	18,677	
		Add FY 18 Net Revenue to Budgetary Fund Balance	156,414	
		Net Adjustments to Other Contract Services & All Other Line Item Updates	(97,699)	
		COMPENSATION		
		Move eligible Teachers up one step plus 3.75% - average increase 5%	1,555,538	
		Move eligible Staff up one step plus 2.75% - average increase 4%	671,671	
		Move pay scales impacted by Living Wage for Custodial, Instructional Assistants, and Nutritional Staff	423,789	
REF.	GOAL	SCHOOL-BASED PROGRAM SUPPORTS & IMPROVEMENTS	AMOUNT	FTE
24	AE3	Add Buford AVID Teacher	84,622	1
25	AE3	Add Math Specialist	84,622	1
26	AE3 & SS4	Add Clark SEAL Instructional Assistant	35,152	1
27	AE1,3 & SS5	Increase Walker Swim Support	5,000	
28	AE3	Increase SPED Transportation Services	133,460	
29	AE1,2,&3	Add ISTEM Teacher	84,622	1
30	AE1,3,& SS4	Maintain AVID Program	25,000	
31	AE2,SS4,& OS8	Maintain Extending the Bridges of Literacy (EBL)	18,000	
32	AE2 & SS4	Add PreK-2 Family Connections Facilitator	97,480	1
33	OS7 & 9	Add Director of Pupil Transportation Services	18,325	1
34	SS6	Security Improvements	75,000	
35	AE3 & SS4	Family Connections - Instructional Materials	50,000	
36	AE2 & OS7,8	Increase Tuition Reimbursement	7,000	
37	AE1	Maintain WALK Support	30,000	
38	SS6	Increase Trash & Compost Contract Services	7,880	
39	AE3 & OS7	Add Burnley-Moran Teachers	169,244	2
40	AE3 & OS7	Add Jackson-Via Teacher	84,622	1
41	OS7,8 & SS4	Increase Substitute Pay Rates	22,415	
42	OS8	Restructure New Teacher Mentoring Program	15,000	
REF.	GOAL	SCHOOL OPERATIONS		
43	OS9	Serenic K12 Annual Maintenance & Support Fee	65,275	
44	OS9	Network Bandwidth Expansion	7,752	
45	OS9	Two-Factor Authentication / Acct. Security	32,815	
		OTHER REDUCTIONS		
		Elementary Teacher	(84,622)	(1)
GENERAL FUND TOTAL NET EXPENSES			4,347,338	
		REVENUES		
		State/Medicaid	554,168	
		Local/Other	(75,251)	
		Funding Request from City	3,868,421	
GENERAL FUND TOTAL NET REVENUES			4,347,338	



FY 2020 Budget City Council & School Board Joint Work Session

WEDNESDAY JANUARY 23, 2019

Topics

- ❖ Process
- ❖ Priorities
- ❖ Enrollment
- ❖ Operating Budget - Requests/Changes
- ❖ Capital Budget - Facilities
- ❖ Appendix:
 - ❖ FY20 Funding Request (changes to FY19)



Clear Goals – The Strategic Plan

Academic Excellence for All

Safe & Supportive Schools

Organizational Supports

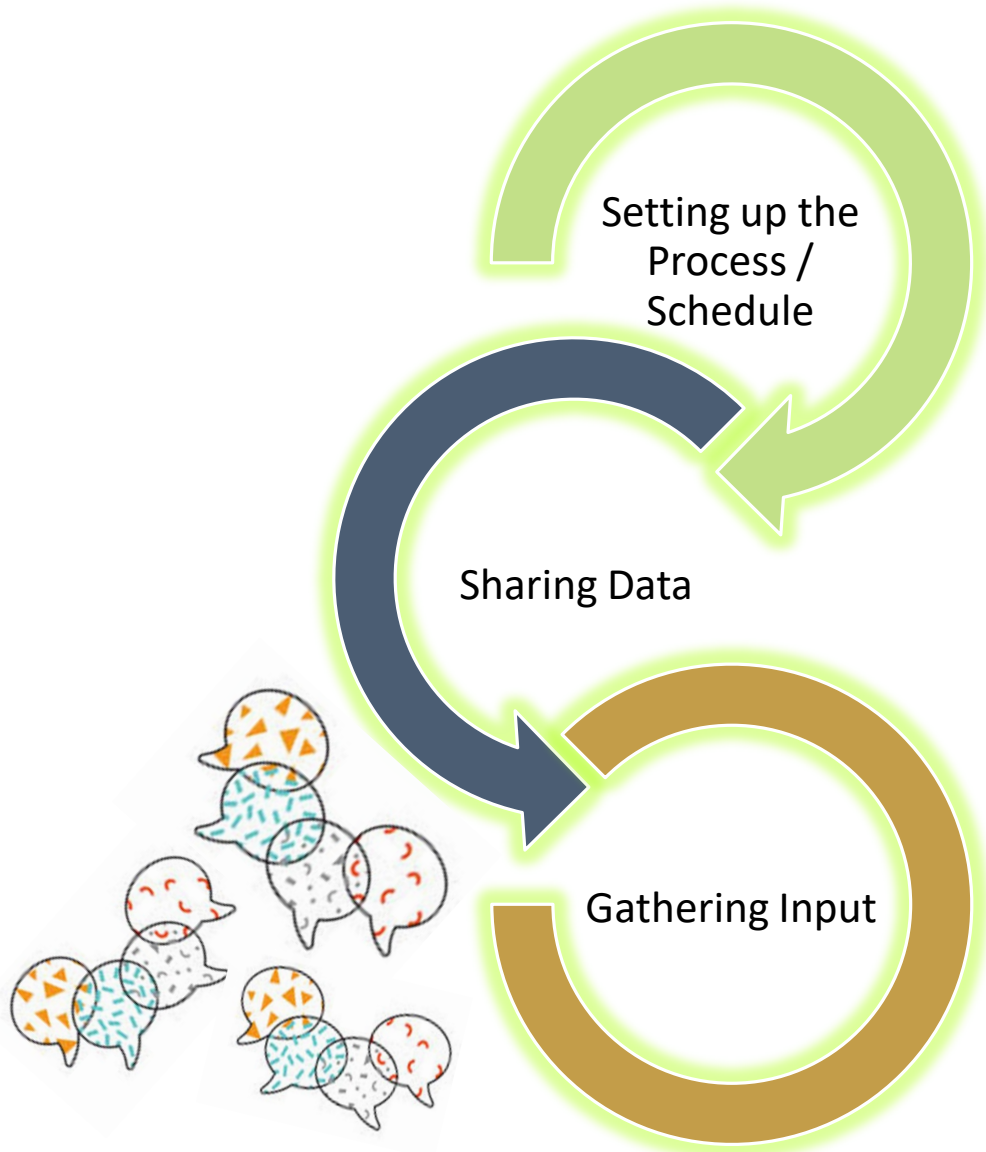


Our Mission: Every Learner. Every Day. Everyone.

Process



Charlottesville City Schools Fiscal Year 2019-2020 Budget Development Calendar



Purpose	Dates	Time	Location
Presentation of proposed budget calendar and public comment	Thursday 10/4/2018	5 p.m.	CHS Media Center
Approval of budget calendar	Thursday 11/1/2018	5 p.m.	CHS Media Center
Principals meeting - budget process	Wednesday 11/07/2018	9 a.m.	DAD Conference Room
Distribution of budget materials to principals and budget holders	by 11/16/2018	n/a	n/a
Budget meetings completed with budget holders	by 11/30/2018	n/a	n/a
Budget Development Process and public comment	Thursday 12/6/2018	5 p.m.	CHS Media Center
Budget work session – introduction to budget and the budget documents	Wednesday 12/19/2018	4 p.m.	CATEC
PTO-budget update and input	Wednesday 1/9/2019	6 p.m.	Buford
Budget update and public comment	Thursday 1/10/2019	5 p.m.	CHS Media Center
TACC meeting-budget update	Monday 1/14/2019	4 p.m.	Division Admin Office
PTO-budget update and input	Tuesday 1/15/2019	6 p.m.	Jackson-Via
PTO-budget update and input	Thursday 1/17/2019	6 p.m.	CHS

Process Ahead



Budget work session	1/17/2019 Saturday 1/19/2019	8:30 a.m.	Walker Media Center
City Council - School Board Work Session	★ Wednesday 1/23/19	6 p.m.	CATEC
PTO presidents lunch	Wednesday 1/30/19	12:30 p.m.	DAO Conference Room
Review of Superintendent's proposed budget and public hearing	Thursday 2/7/2019	5 p.m.	CHS Media Center
Budget work session	Tuesday 2/12/2019	3 p.m.	Buford
School Board Meeting – Approval of Superintendent's Proposed Budget	Thursday 2/21/2019	5 p.m.	CHS Media Center
Presentation of approved 2018-2019 budget to City Council	Monday 3/4/2019	7 p.m.	City Hall
City Council adoption of 2018-2019 budget	Tuesday 4/15/2019	5:30 p.m.	City Hall

Priorities



Maintain Competitive Salaries – Attract & Retain High Quality Staff

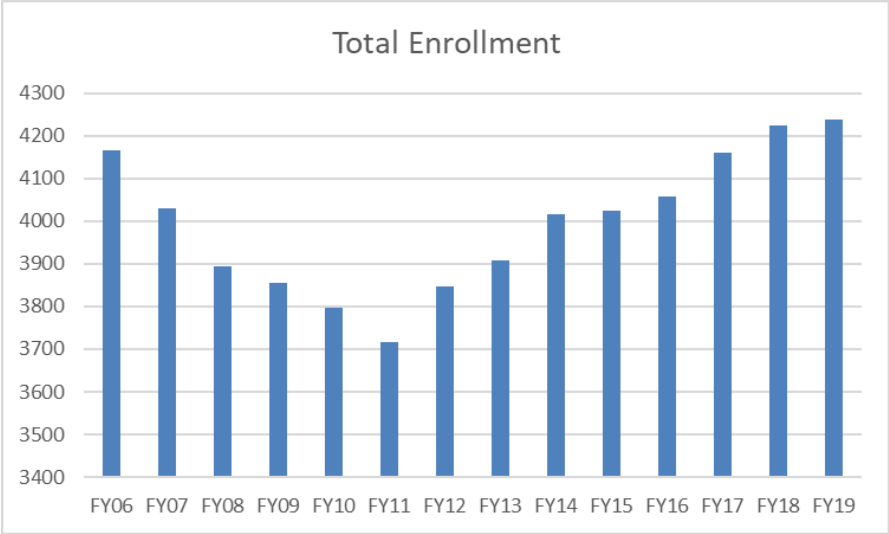
Living Wage Rate for All Employees

Comprehensive Programs for the Needs of All Learners

EQUITY

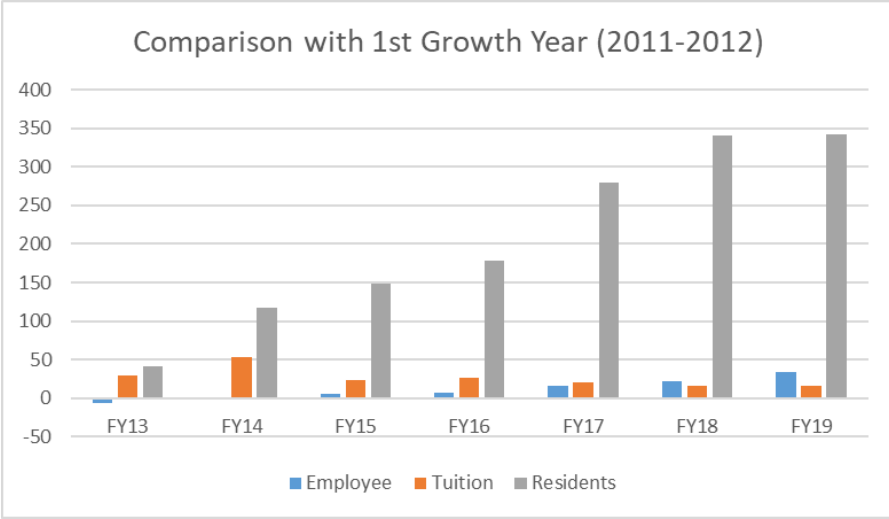
Enrollment

	Total Enrollment
FY06	4166
FY07	4029
FY08	3893
FY09	3855
FY10	3796
FY11	3717
FY12	3846
FY13	3909
FY14	4016
FY15	4025
FY16	4058
FY17	4161
FY18	4225
FY19	4238



Enrollment has surpassed 2005-2006 levels, and there are now many additional programs in our school buildings (STEM K-12, Spanish for Elementary, SEAL, etc.)

Comparison with 1st Growth Year (2011-2012)			
	Employee	Tuition	Residents
FY13	-7	29	41
FY14	-1	54	117
FY15	6	24	149
FY16	7	27	178
FY17	16	20	279
FY18	22	16	341
FY19	34	16	342



Since the enrollment turn-around year (FY12), non-resident across all schools, grades K-12:

- **Tuition students have decreased by 47**
- **Students of employees (City & Schools) have increased to 34 total**

Over this same time period, the number of resident students has increased by 342.



Operating Budget Proposal

Budget Changes



NON-DISCRETIONARY EXPENSES/CONTRACTS	AMOUNT
Health Insurance Increase 8%	372,542
City Standard Contracts - Transportation and Maintenance	100,477
Piedmont Regional Education Program	77,265
Career and Technical Education Contract - CATEC	18,677
Add FY 18 Net Revenue to Budgetary Fund Balance	156,414
Net Adjustments to Other Contract Services & All Other Line Item Updates	(97,699)
COMPENSATION	
Move eligible Teachers up one step plus 3.75% - average increase 5%	1,555,538
Move eligible Staff up one step plus 2.75% - average increase 4%	671,671
Move pay scales impacted by Living Wage for Custodial, Instructional Assistants, and Nutritional Staff	423,789

Budget Changes



GOAL	SCHOOL-BASED PROGRAM SUPPORTS & IMPROVEMENTS	AMOUNT	FTE
AE3	Add Buford AVID Teacher	84,622	1
AE3	Add Math Specialist	84,622	1
AE3 & SS4	Add Clark SEAL Instructional Assistant	35,152	1
AE1,3 & SS5	Increase Walker Swim Support	5,000	
AE3	Increase SPED Transportation Services	133,460	
AE1,2,&3	Add ISTEM Teacher	84,622	1
AE1,3,& SS4	Maintain AVID Program	25,000	
AE2,SS4,& OS8	Maintain Extending the Bridges of Literacy (EBL)	18,000	
AE2 & SS4	Add PreK-2 Family Connections Facilitator	97,480	1
OS7 & 9	Add Director of Pupil Transportation Services	18,325	1
SS6	Security Improvements	75,000	
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AE2 & OS7,8	Increase Tuition Reimbursement	7,000	
AE1	Maintain WALK Support	30,000	
SS6	Increase Trash & Compost Contract Services	7,880	
AE3 & OS7	Add Burnley-Moran Teachers	169,244	2
AE3 & OS7	Add Jackson-Via Teacher	84,622	1
OS7,8 & SS4	Increase Substitute Pay Rates	22,415	
OS8	Restructure New Teacher Mentoring Program	15,000	
GOAL	SCHOOL OPERATIONS		
OS9	Serenic K12 Annual Maintenance & Support Fee	65,275	
OS9	Network Bandwidth Expansion	7,752	
OS9	Two-Factor Authentication / Acct. Security	32,815	
	OTHER REDUCTIONS		
	Elementary Teacher	(84,622)	(1)
GENERAL FUND TOTAL NET EXPENSES		4,347,338	

Other Budget Changes & Summary



REVENUES		
State/Medicaid	554,168	
Local/Other	(75,251)	
Funding Request from City	3,868,421	
GENERAL FUND TOTAL NET REVENUES	4,347,338	



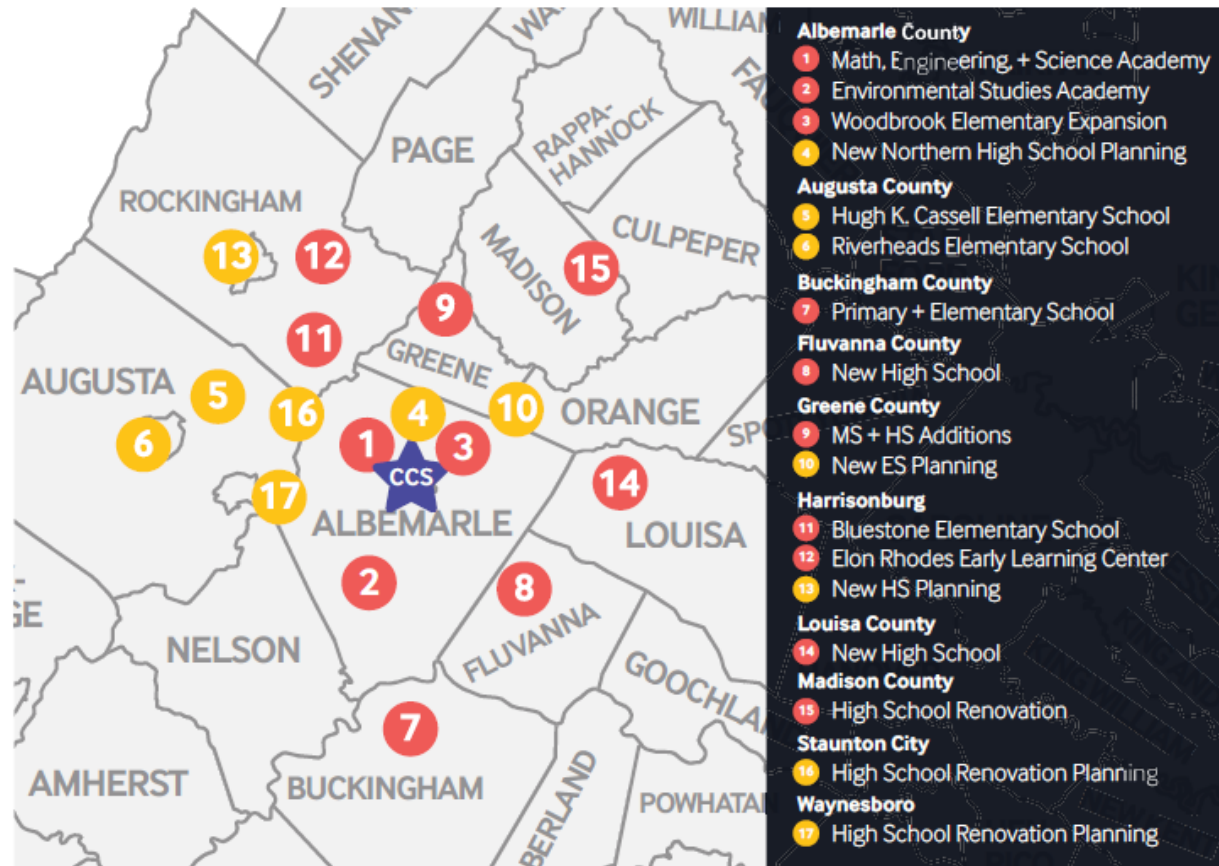
Local Support is Key for Addressing Budget Priorities



Capital Budgeting - Facilities

Many School Construction & Renovation Projects Completed in the Surrounding Area between 2009 & 2017 Additional Projects Completed and/or Now Underway in the Area are Not Reflected Below

Examples of recent and planned public school construction projects in neighboring districts representing **over \$500 M** of investment in public school facilities since 2009.



● Projects in Planning

● Projects Completed or Under Construction

Samples of Recent Capital Investment
in Nearby Public School Districts



CCS Public Forums on Capacity & Growth

11.30.2017 | Slide 9



Progress is Possible Using Existing Public Property

Renovate Buford & Create 6-8 MS

Reconfigure the 1960's configuration and reduce transition in the middle years

Centralize Pre-K at Walker Campus

Create wrap-around, best-in-class learning center

Posture for Growth

Keeps all options open for K-5

Estimate \$55M for Construction

Estimate \$3M Pre-Construction (design, surveying, geo-testing, etc.)

- Final estimate will depend on design (renovation vs. new build) & inflation
- Taking both projects out together with option to award separately maximizes coverage of the bidding market
- Does not fully address growth potential/projections

Central PreK

ESTIMATED COST: \$ 15M - \$ 20M | 45,600 SF
FUNCTIONAL CAPACITY: 258 | MAXIMUM CAPACITY: 304

Considerations:

- Single project helps capacity at all elementary schools, adding 340 seats of functional capacity to grades K-4: 111 additional Functional Capacity (due to K-4 class sizes being larger than PreK class sizes) + 230 PK students relocated.
- New PreK facility and grounds would be designed specifically for early childhood needs and development
- Opportunity to provide wraparound services and aftercare

6-8 Campus

ESTIMATED COST: \$45M - \$60M | 187,000 Total Building SF*
FUNCTIONAL CAPACITY: 1,054 | MAXIMUM CAPACITY: 1,240

Considerations:

- Eliminates a school transition for students, with 5th grade moved to the elementary schools
 - Typical middle school grade configuration
 - If at Buford, then provides options for re-purposing Walker (possible Central PreK, and/or consolidated CCS Admin)
- * Project size and cost range shown are for example project at Buford, and include renovation of existing school



5th Grade Move to Elementary Schools

<u>Fall 2018 :</u>	<u>4th Grade Rooms</u>	<u>PreK Rooms</u>	<u>Difference</u>
Burnley Moran	3	2	-1
Clark	3	4	1
Greenbrier	4	2	-2
Jackson-Via	3	3	0
Johnson	3	3	0
Venable	3	3	0

- Modular site plans in-progress or completed already for all elementary campuses to prepare for potential growth
- Modular units NOT included in construction estimates

Funding Options

General Obligation Bonds

- Debt instruments issued by states and local governments to raise funds for public works
- Secured by a state or local government's pledge to use legally available resources, including tax revenues, to repay bond holders

The Virginia Public School Authority (VPSA) – Pooled Bond Program

- Operates several financing programs for public primary and secondary education
- Goals of the VPSA's financing programs include:
 - provide low cost financing
 - maintain the high credit quality to ensure that the lowest possible interest rates are obtained
- The Pooled Bond Program provides financing to localities for public school capital projects by using the proceeds of its bonds to purchase a "pool" of general obligation bonds from localities ("Local Issuers").
- All local school divisions are invited to participate in the regularly scheduled pooled bond sales in the Spring and Fall of each year.



Virginia Public School Authority (VPSA) Pool Schedule



Two Pool Programs Annually:

Spring Pool:

- ~February Application Deadline
- ~April Sale
- ~May Funds Availability

Fall Pool:

- ~August Application Deadline
- ~October Sale
- ~November Funds Availability

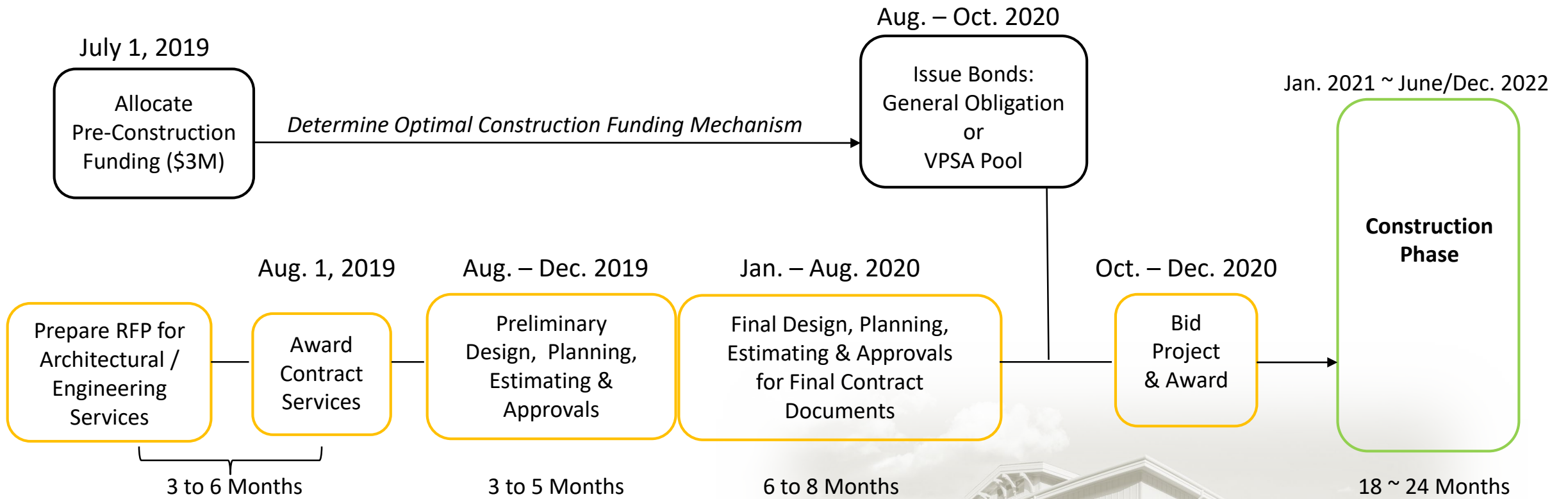
Virginia Localities/Local Issuer
 Bonds held by VPSA:
 Total VPSA indebtedness on behalf
 of local school construction was
 over \$2.8 billion as of June 30, 2007

2018 Pool Participants:

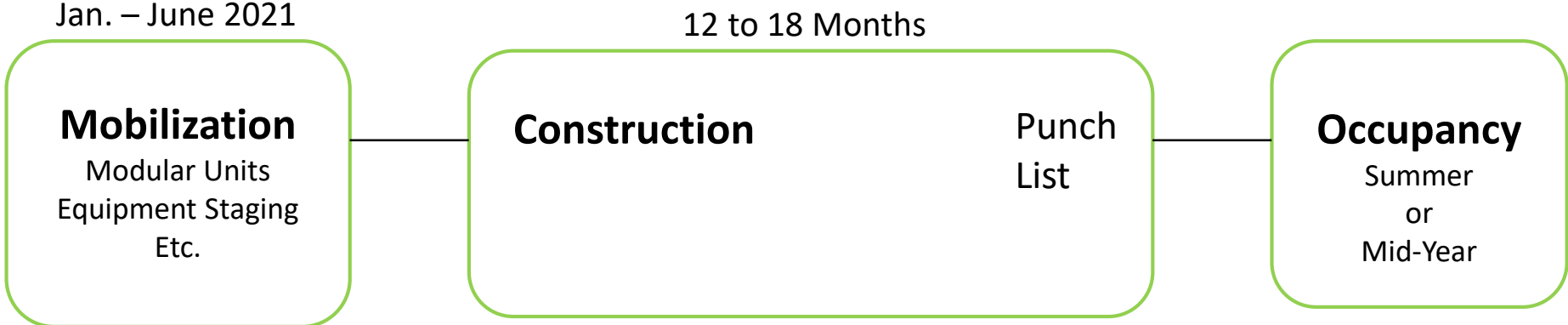
- | | |
|----------------------------|---------------------------|
| Botetourt County (Spring) | Mecklenburg County (Fall) |
| Chesterfield County (Fall) | Roanoke County (Fall) |
| Frederick County (Both) | Stafford County (Both) |
| Hanover County (Fall) | Waynesboro City (Spring) |
| Harrisonburg City (Fall) | York County (Spring) |

- | | | | |
|---------------------|---------------------|-----------------------|----------------------|
| Accomack County | Danville, City | Loudoun County | Richmond, City |
| Albermarle County | Dinwiddie County | Louisa County | Richmond County |
| Allegheny County | Essex County | Lunenburg County | Roanoke, City |
| Amelia County | Fauquier County | City of Lynchburg | Roanoke, County |
| Amherst County | Floyd County | Madison County | Rockbridge County |
| Appomattox County | Fluvanna County | Martinsville, City | Rockingham County |
| Augusta County | Franklin, City | Mathews County | Russell County |
| Bedford County | Franklin County | Montgomery County | Shenandoah County |
| Bland County | Frederick County | New Kent County | Smyth County |
| Botetourt County | Giles County | Newport News, City | Southampton County |
| Brunswick County | Goochland County | Northampton County | Spotsylvania County |
| Buchanan County | Greene County | Orange County | Stafford County |
| Buckingham County | Greensville County | Page County | Staunton, City |
| Campbell County | Halifax County | Patrick County | Suffolk, City |
| Caroline County | Hanover County | Pittsylvania County | Surry County |
| Carroll County | Harrisonburg, City | Poquoson, City | Sussex County |
| Charles City County | Henrico County | Portsmouth, City | Tazewell County |
| Charlotte County | Highland County | Powhatan County | Virginia Beach, City |
| Chesapeake, City | Hopewell, City | Prince Edward County | Warren County |
| Chesterfield County | James City County | Prince George County | Washington County |
| Clarke County | King & Queen | Prince William County | Waynesboro, City |
| Craig County | King George County | Pulaski County | Wythe County |
| Culpeper County | King William County | Rappahannock County | York County |

A DRAFT TIMELINE: Pre-Construction



A DRAFT BASIC TIMELINE: Construction



Thank You for
the Clark
Modernization
Work

Beautiful

I think other people would really like it and enjoy it

Wow!

I thought it was amazing

We have our own library

so new & nice and we just really appreciate it

I like the whiteboard... cubby... you get to write on them...

nice & modern

It's kind of more roomy to me

Why should we do this to other classrooms – they'll feel left out on the new things

They probably want new classes like us, and they probably want to be like comfortable like us...

I love the lockers, they are just my favorite

My favorite part I think is the library nook because it's really cozy...

I also like the light now - we have dimmable lights



I like how they did the design...

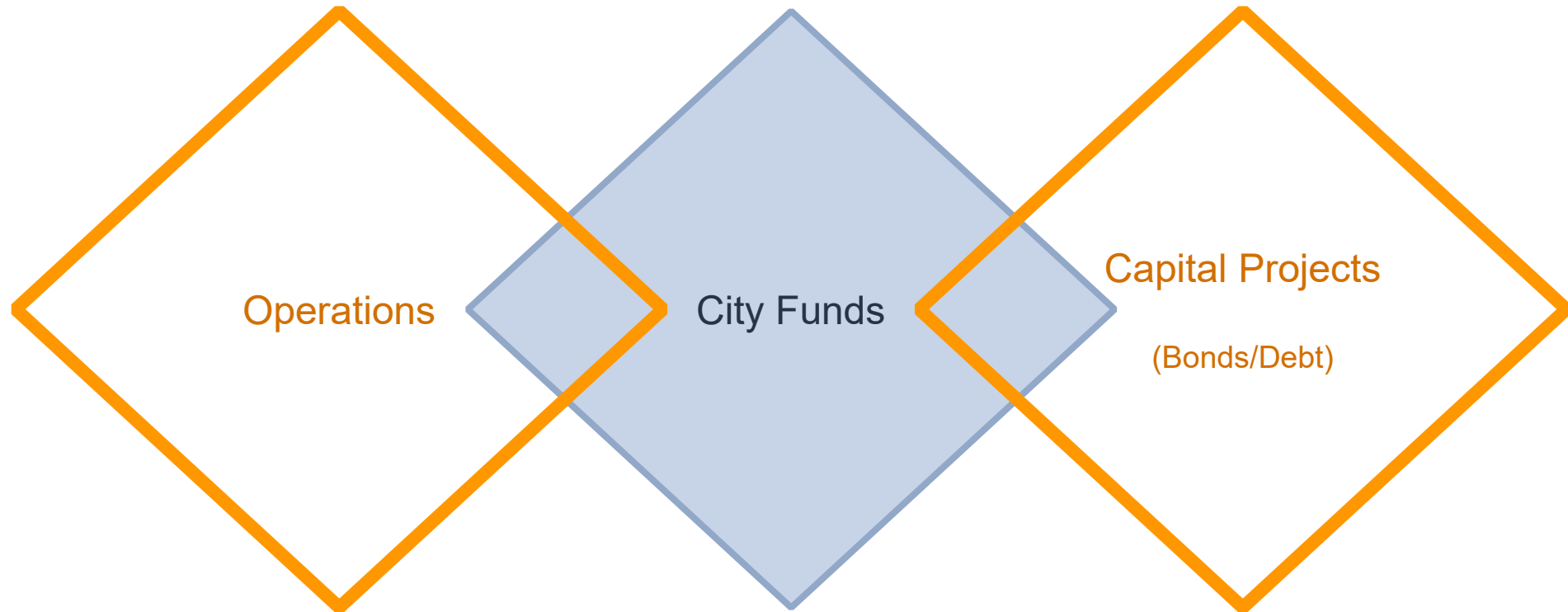
...RICH!

It makes it more of a learning space ...

Make everybody equal

It's kind of like home away from home

Different Budgets



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NOTICE OF SPECIAL MEETING

A SPECIAL MEETING OF THE CHARLOTTESVILLE CITY COUNCIL WILL BE HELD ON Wednesday, January 30, 2019, AT 6:00 p.m. AT THE Water Street Conference Center, 407 E. Water Street, Charlottesville, VA 22902.

THE PROPOSED AGENDA IS AS FOLLOWS:

Joint Charlottesville City Council / Albemarle County Board of Supervisors Meeting to discuss: Past Collaboration Efforts, Present Collaboration Efforts, Future Collaboration Efforts.

BY ORDER OF THE CITY COUNCIL

BY Kyna Thomas

WATER STREET CONFERENCE CENTER – January 30, 2019

Council met in a joint meeting with the Albemarle Board of Supervisors on this date with the following members present — Charlottesville City Council: Ms. Nikuyah Walker; Ms. Heather Hill; Ms. Kathy Galvin; and Mr. Mike Signer. Dr. Wes Bellamy joined the meeting at 6:24 p.m. Albemarle Board of Supervisors: Mr. Norman Dill; Ms. Diantha McKeel; Mr. Ned Gallaway; Ms. Ann Mallek; Dr. Liz Palmer; and Mr. Rick Randolph.

Ms. Walker called the Charlottesville City Council to order at 6:10 p.m.

Mr. Gallaway called the Albemarle Board of Supervisors to order.

Welcome and Introductions

Following introductions, facilitator Ms. Emily Kilroy, Director of Communications and Public Engagement for Albemarle County, gave an overview of the agenda and reviewed the desired outcomes: 1) Building relationships; 2) Sharing information; 3) Establishing process towards collaborative budget-related priority setting; and 4) Establishing process for collaborative strategic goal setting.

This meeting is follow-up to the joint meeting between Charlottesville City Council and the Albemarle County Board of Supervisors on October 4, 2018.

Past Collaborative Efforts

Seasoned Councilors and Supervisors were paired with newer members to discuss past collaborative efforts by decade. Participants were asked to think of collaboration that may be missing.

Dr. Wes Bellamy joined the meeting at 6:24 p.m.

Present Collaborative Efforts

Ms. Leslie Beauregard, Assistant City Manager of Charlottesville, emphasized that the focus of this portion of the meeting would be on current Memoranda of Understanding (MOUs). She asked for feedback on current MOUs: 1) Redevelopment and affordable housing; 2) Transportation; 3) Economic development; 4) Environment; and 5) Education.

Ms. McKeel mentioned that some of the MOUs were created long ago with the intent that staff would take the lead to ensure that City and County are communicating about projects. She asked whether a designated staff person has been assigned to the MOUs to implement the real intent of the MOUs within their daily work.

Ms. Galvin stated that Councilors and Supervisors should be asking staff how the MOUs are going rather than giving directives.

Mr. Signer expressed curiosity about areas that cross boundaries such as: 1) economic development; 2) affordable housing; and 3) greenhouse gases. Are we setting goals together and can we work together on goals and programs?

Mr. Randolph revisited four priorities that were established three years ago between the two bodies: education, environment, affordable housing, and transit. He advised that the role of this body is to be strategic, and asked whether the priorities are still current. He suggested that the body set its top four strategic priorities and then focus on providing direction to staff for implementing the top two.

Ms. Walker suggested taking a broader view to know as a body what direction to take, and what the focus areas will be going forward since each body has its own strategic plan. She suggested that joint efforts could be added to each of the strategic plans and MOUs could be modified as a result of the discussion.

Mr. Signer clarified his initial statements to advise that there is no need to lose one effort as a result of adding another priority.

Dr. Palmer stated that officials need to hear from staff to know more about what is being done and what efforts have had a collaborative effort. Capital Improvement Plans do not seem to match although City and County staff are working on them. Strategic initiatives are important, but she wants to make sure that the discussion does not duplicate previous discussions simply because members of the body are not aware of staff efforts.

Dr. Bellamy advised that if there are areas of overlap, they need to be discussed at length. He noted that the issues of race and equity, and affordable housing are pervasive throughout the community and constituents want to know what is being done to address these issues.

Mr. Randolph advised that while race and equity is not listed as a priority for Albemarle County, it is inherent in multiple initiatives.

Ms. Hill advised that all MOUs are intertwined, and it is important to look at them as a system instead of isolated items.

Mr. Gallaway expressed interest in how the philosophy of the MOUs are viewed and used by staff in everyday work.

Ms. Galvin echoed the sentiments of others and asked to hear staff ideas about joint implementation. She made a diagram to show the relationship between shared values, place-based situational initiatives and local government fundamentals. She suggested that the Body use core values to inform its decision making.

Mr. Dill spoke about race and equity, stating that the County will celebrate symbolically in several ways. He did not think that this forum was appropriate for staff to make a presentation. He expressed interest in areas of environmental concern – helping people to become aware of their carbon footprint, and affordable housing – considering the elderly population separately when having discussions about low income housing.

Ms. Walker advised that elected officials set the tone for staff direction with collaborations. She asked staff whether they felt that the culture had been created for staff collaborations.

Mr. Michael Murphy, Interim City Manager of Charlottesville advised that MOUs have been in place, but do not capture all of the collaboration between the City and County. There is a spirit of collaboration and the tactical components are in effect every day at the departmental level. Multiple presentations have been given to this body over time. He added that staff would like to have clear direction from the body with allotted budget, and staff will move forward.

Mr. Gallaway advised that the budget should be informed by elected body initiatives and asked about the culture that exists beyond the elected officials.

Ms. McKeel asked whether the structure of the MOUs are helpful in guiding staff work. How do they inform the work of staff and if not effective, how can they be modified to help?

Mr. Jeff Richardson, County Executive, advised that MOUs are helpful and serve as a great guide. He has observed staff from the City and County working together. There are more opportunities for collaboration and prioritization.

Ms. Beauregard advised that the City and County staff do work together to an extent on budget, but there is room for improvement. She noted that the time of year, Spring or Fall, to discuss collaborative efforts would be helpful. Adding this to the strategic planning process would make it more meaningful since it would be built in to what is already being done – not an afterthought.

Mr. Gallaway noted the difference in Strategic Planning cycles (three years for City and two years for County), yet annual budgeting.

Mr. Signer discussed focus on regionalism in previous years. He would like to see the two governments use a more regional approach.

Mr. Randolph agreed that certain issues can be approached regionally, with help from organizations such as the Thomas Jefferson Planning District Commission (TJPDC), but other efforts may need to be worked on collaboratively between the two governmental bodies.

Dr. Bellamy agreed that the TJPDC is helpful with the regional aspect, but asked what prohibit both bodies from making tangible directives that benefit constituents in the City and County? How could the budget be allocated?

Ms. Kilroy concluded this portion of the meeting and segued into discussion of future collaborative efforts.

Future Collaborative Efforts

Councilors and Supervisors discussed areas for connection in Strategic Planning.

Ms. McKeel mentioned that coming from the MOUs is a Regional Housing Partnership, which needs to be given time to see how that program evolves, and a Regional Transit Partnership, which touches on affordable housing and equity.

Ms. Galvin advised that efforts going forward need to be viewed through a sustainability lens and an equity lens.

Dr. Palmer brought up affordable housing and transit, as well as the need to be aware of placement of low income housing.

Ms. Walker brought up a concern that discussions should lead to action rather than leading to more discussions. She pointed out that race and equity should not be imbedded in other initiatives, but rather clearly stated on its own.

Dr. Bellamy shared the view of Ms. Walker. He advised that action needs to be given a tangible desired outcome and timeline.

Ms. Galvin recommended that there be near, mid-range and long-term strategies.

Dr. Palmer discussed necessary changes for I-64 transportation needs for ingress from county to the city at Azalea Park.

Dr. Bellamy asked what needs to be done to solve the problem at I-64, and asked Mr. Murphy to bring back a report to City Council in order to move forward with a solution.

Ms. Mallek added that there needs to be more conversation to decide how to prioritize. In the past there has been collaboration with private industry, leveraging their resources. Something to consider is how to get the biggest value for citizens.

Mr. Gallaway discussed the need to put items on the radar. Ms. Galvin mentioned the Pre-K task force. Mr. Dill brought up needs of low income seniors. Ms. Walker discussed Agency Budget Review Team (ABRT), and this year is the first year that the County is on its own track. Mr. Signer mentioned that MOUs were written to be general with a few specifics.- meant to mandate staff of both bodies to work together and meant to be measurable. Ms. Galvin added that reports on outputs are needed rather than more policy discussion. Mr. Signer mentioned the Rivanna River plan and bike trails.

Ms. Galvin advised that staff needs to present budget needs for the initiatives such as greenhouse gas reductions, be candid, and advise whether there is an impact to the equity initiative.

Ms. Walker asked staff to voice whether funds are needed for initiatives before the next budget cycle so that funds are allocated.

Mr. Signer asked for a joint CIP session for both bodies, considering the amount of dollars on the table. Ms. McKeel agreed that there is overlap. Much of it involves transit.

Mr. Gallaway advised that the budget does not have to wait another year for decisions to be made.

Ms. Galvin voiced concern about adding items for this current budget year. Members of both bodies agreed that the discussion would be for planning of the next budget year.

Mr. Randolph suggested looking at the CIP once budgets are passed, noting that there is no ideal budget, but budgets that fit the priorities of the locality. He suggested looking for areas where projects match up and evaluate the level of potential for collaboration. He suggested not having a joint meeting, but having representative from other body at each other's meeting.

Mr. Signer disagreed that one person should represent the body, and offered the possibility that each body could compose a letter to the other body to demonstrate interests in process.

Ms. Walker concluded that the bodies need to be realistic, and changing the budget right now would be difficult on staff. She invited input from staff to determine whether funds have or can be allocated to address priorities sooner than later.

Ms. Hill suggested that there may be a way to adjust planning cycles to align and be in sync.

Ms. Galvin advised that introducing budget items at this late date would be challenging, and she suggested taking advantage of grants and grant calendars.

Dr. Palmer remarked that the City Manager and County Executive could direct budget coordination.

Mr. Murphy advised that there is constant communication with counterparts.

Ms. McKeel concluded that the elected bodies are not always aware of the collaborative efforts.

Group Report-out

Ms. Kilroy summarized outcomes of the meeting as follows:

- Agreement that staff should bring back reports on the MOUs and their current state, and recommendations that would have a joint City/County component that would demonstrate the resources to move the items forward
- A possible CIP joint meeting in the summertime to identify shared opportunities
- Both entities to look at getting on the same cycle for strategic planning
- A joint calendar for grant opportunities to advance regional projects
- Evaluate the opportunity for collaboration during FY2020

Dr. Palmer added that Dr. Bellamy brought up the need for a report on Old Lynchburg Road access under I-64.

Ms. Hill asked what interest the County would have in the ABRT process. Ms. Mallek advised if there are any changes to let the County know; otherwise she is satisfied. Mayor Walker clarified to ask if the County would be interested in working on a new process for ABRT.

Closing and Next Steps

Mayor Walker opened up floor for public comment.

Mr. John Hall (Fry Springs neighborhood) spoke as a candidate for City Council, interested in developing a more interactive CATEC, with students learning trades, and moving Charlottesville and students forward to develop skills. He also spoke about affordable housing.

Mr. Peter Krebs of the Piedmont Environmental Council acknowledged that he has observed a lot of City-County staff collaboration and he supports the idea of both bodies working together on the CIP. He mentioned that he is working on a project to make the CIP more legible to lay readers.

Mr. Michael Monaco of Albemarle County spoke about climate change and would like to see bodies work together. He suggested that a frameworks exists so that work is not duplicated to impact climate change.

Mayor Walker closed Public Comment.

Councilors and Supervisors gave closing remarks.

Mr. Richardson stated that a report will be forthcoming for a Summer 2019 joint meeting.

Mr. Gallaway adjourned the Albemarle Board of Supervisors to Feb. 6, 2019 at 1:00 p.m.

Ms. Walker adjourned the Council meeting at 8:00 p.m.

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NOTICE OF SPECIAL MEETING

A SPECIAL MEETING OF THE CHARLOTTESVILLE CITY COUNCIL WILL BE HELD ON Thursday, January 31, 2019, AT 5:00 p.m. AT THE City Space Conference Center, 100 Fifth Street, NE, Charlottesville, VA 22902.

THE PROPOSED AGENDA IS AS FOLLOWS:

FY 2020 Budget Work Session

BY ORDER OF THE CITY COUNCIL

BY Kyna Thomas

CITY SPACE – January 31, 2019

City Council met on this date with the following members present: Ms. Nikuyah Walker; Ms. Heather Hill; and Ms. Kathy Galvin. Dr. Wes Bellamy arrived at 5:26 p.m. Mr. Mike Signer arrived at 5:36 p.m.

Ms. Walker called the meeting to order at 5:07 p.m. and turned the meeting over to City Manager Mike Murphy to discuss the budget.

Mr. Murphy advised of upcoming meetings – February 11 and March 4.

Ms. Leslie Beauregard, Assistant City Manager, reviewed five Spending Priorities for the FY 2020 Budget: 1) Economic Development, 2) Workforce Development, 3) Safety, Security and Preparedness, 4) Affordable Housing, and 5) Race and Equity. She gave a recap of the January 11, 2019, work session.

Mr. Murphy explained expenditure adjustments, outlining additions and expected savings. With adjustments, there will be a nearly \$6 million gap. Departments have been asked to find an additional 3 percent in their budgets to reduce costs, acknowledging that these numbers are proposed and not final. Budget balancing is expected by April.

Dr. Bellamy joined the meeting at 5:26 p.m.

Ms. Hill expressed disagreement with asking departments across the board to cut the same percentage. She asked staff to explain how budget cuts align with City priorities.

Ms. Walker asked what departments thought about the 3 percent cut, given that they were making requests to fulfill their needs.

Mr. Signer joined the meeting at 5:36 p.m.

Ms. Galvin asked whether there were any items that could be turned into a bondable items.

Ms. Beauregard listed some items that are not currently included in the budget, but could be included in discussion such as departmental new requests of \$4.9 million, additional funds for Charlottesville affordable housing fund \$1.0 million, and Elliott Avenue Streetscape \$1.2 million.

Ms. Hill asked to see where there may be gaps in funding the top priority items, and for staff to make it clear when bonding capacity has been reached.

Ms. Walker advised that trade-offs may need to be made in order to fund priorities. Staff will need to advise Council of background information leading to the Elliott Avenue Streetscape rising as a priority, to compare perception with reality. Ms. Hill asked for information regarding the amount of housing that has gone into the Elliott Avenue area since 2016.

Ms. Galvin asked for clarification of the need to advertise tax rates by February 11, 2019. Ms. Beauregard stated that a higher rate can be advertised and then lowered, but once a rate is advertised, it cannot be raised.

Staff presented charts showing the history of meals taxes, lodging taxes and real estate taxes. Mr. Murphy advised this will be the hardest year for prioritization that Charlottesville has ever experienced.

Mr. Signer asked how government handles recession, being mindful of using debt service.

Ms. Galvin suggested that now is time to invest while revenue is up. She stressed that infrastructure is critical.

Mr. Murphy recapped items needed for CIP and agreed that staff will provide an impact analysis for meal, lodging and real estate taxes. He advised that there needs to be a venue for consideration of real estate in order to make the appropriate notice by February 11, 2019.

Ms. Galvin asked for review of the degree to which local taxes are progressive or regressive over time.

Ms. Walker mentioned the need to come up with a way to factor income into tax assessments.

Dr. Bellamy asked to move the April 9, 2019, meeting because he has a conflict.

Mayor Walker asked to review CIP information before March.

Mr. Murphy advised that he would be presenting: 1) \$3 million for Schools on the bonded side in the CIP; 2) information on the Elliott Avenue Streetscape; and 3) programming \$55 million for Schools in the next four years, which he said will require radical realignment of some other projects.

Ms. Walker opened the floor for public comment. With no one present who wished to speak, the meeting was adjourned at 6:54 p.m.

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



Agenda Date:	January 22, 2019
Action Required:	Appropriation of Grant Funds
Presenter:	Amanda Poncy, Neighborhood Development Services
Staff Contacts:	Amanda Poncy, Neighborhood Development Services
Title:	VDOT BPSP Grant for bicycle and pedestrian improvements Monticello Ave/Ridge Street – \$209,500 Monticello/2nd Street - \$338,230

Background:

On September 6, 2016, City Council approved a Resolution of Support to apply for Pedestrian Safety Improvements Funding under the Virginia Department of Transportation (VDOT) Bicycle and Pedestrian Safety Program (BPSP). The purpose of the BPSP is to evaluate proposals addressing non-motorized crashes and risks in Virginia. Proposals target the reduction in the number and severity, or the risk of and exposure to crashes. The intent of the BPSP is to promote proposals that address a known safety or accommodation issue, are smaller in scale, and can be completed quickly.

In June 2017, the City received notice that 6 of the 8 intersections that were submitted received funding in FY22/23. The city requested that two of the intersections be accelerated to align with local repaving efforts on Monticello Avenue. VDOT was able to expedite \$547,730 in FY19/20 to design and construct pedestrian improvements on Monticello Avenue at Ridge Street (\$209,500) and Monticello/Ave 2nd Street (\$338,230). The city intends to fund preliminary engineering for both intersections with local CIP budget (P-00818) in order to start the project in a more timely fashion.

Discussion:

The projects that were submitted for BPSP funding in 2016 were identified based on the results of the Timmons Group ADA Pedestrian Signal study and the Streets that Work Plan recommendations. Each intersection will be reconstructed with ADA compliant curb ramps, pedestrian pushbuttons, and crosswalk and bicycle pavement marking improvements.

The following intersections were submitted as part of the grant application:

- a. Monticello/Ridge (also SIA)
- b. Monticello/2nd Street (also SIA)
- c. Cherry/Ridge (concurrent development project)
- d. Preston/Harris
- e. Preston/4th

- f. Preston/Ridge
- g. Preston/10th
- h. Grady/10th

In June 2017, staff was notified that the following intersections were awarded for FY20-23:

- a. Monticello/Ridge (also SIA)
- b. Monticello/2nd Street (also SIA)
- c. Cherry/Ridge (concurrent development project)
- d. Preston/Harris
- e. Preston/10th
- f. Grady/10th

Earlier this year, the city requested that improvements on Monticello Avenue be accelerated in order to align with scheduled maintenance on Monticello Ave. VDOT was able to accommodate the request and has executed project agreements and available funding \$547,730 for the Monticello Avenue/Ridge Street intersection (\$209,500) and the Monticello Ave/2nd Street intersection (\$338,230).

While BPSP funding does not require a local match, we are funding Preliminary Engineering with CIP budget from the SIA Implementation project (P-00818) in the amount of \$65,891.50 in order to accelerate project implementation and provide construction contingency funds should project costs be higher than anticipated when the grant application was developed. A scope of work and purchase order has been issued to Timmons Group so that work can begin in January 2019.

Alignment with City Council's Vision and Strategic Plan:

The program supports City Council's Vision to be "A leader in innovation, environmental sustainability, and social and economic justice, and healthy race relations" through the following vision statements "Economic Sustainability," "Green City," "America's Healthiest City" and "Connected Community." It would contribute to Goal 2 of the Strategic Plan, Be a safe, equitable, thriving, and beautiful community and objectives 2.3. Provide reliable and high quality infrastructure and 2.6. Engage in robust and context sensitive urban planning. It also contributes to Goal 3 of the Strategic Plan, to be a beautiful and sustainable natural and built environment, and objective 3.3 to provide a variety of transportation and mobility options. Lastly, these projects align with goals within the Comprehensive Plan, including the Strategic Investment Area Plan, Streets that Work Plan, and Bicycle and Pedestrian Master Plan.

Community Engagement:

The BPSP projects draw heavily from the recommendations included in the Streets that Work Plan, which had extensive community outreach. A full account of the public engagement process is available at www.charlottesville.org/streetsthatwork under the Streets That Work Community Process tab. The Monticello Avenue projects were also identified in the Strategic Investment Area Plan. Community members will continue to be engaged throughout the design and construction process.

Budgetary Impact:

No additional City funding needs to be appropriated as the BPSP funding does not require a local match. The Preliminary Engineering, in the amount of \$65,891.50, would be funded from the previously appropriated CIP funding in the SIA Implementation project.

Recommendation:

Staff recommends approval and appropriation of VDOT grant.

Alternatives:

If grant funds are not appropriated, the project will not be implemented.

Attachments:

Appropriation

APPROPRIATION

Virginia Department of Transportation (VDOT) Bicycle and Pedestrian Safety Program (BPSP)
Monticello Ave/Ridge Street – \$209,500
Monticello/2nd Street – \$338,230

WHEREAS, the Bicycle and Pedestrian Safety Program (BPSP), provides Federal funding for intersection improvements that target the reduction in the number and severity, or the risk of and exposure to crashes, and has awarded the City of Charlottesville \$547,730 for such improvements; and

WHEREAS, the BPSP program is a 100% reimbursement program requiring the City to meet all federal guidelines to qualify; and

WHEREAS, the City desires to fund design with local CIP to accelerate project implementation to align with scheduled roadway maintenance;

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

Revenues

\$209,500	Fund: 426	WBS: P-01006	G/L Account: 430120
\$338,230	Fund: 426	WBS: P-01007	G/L Account: 430120

Expenses

\$209,500	Fund: 426	WBS: P-01006	G/L Account: 519999
\$338,230	Fund: 426	WBS: P-01007	G/L Account: 519999

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CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	January 22, 2019
Action Required:	Approval and Appropriation
Presenter:	Kaki Dimock, Acting Assistant City Manager
Staff Contacts:	Kaki Dimock, Acting Assistant City Manager
Title:	Housing Opportunities for People with AIDS/H.I.V. (H.O.P.W.A.): \$213,012

Background:

The Department of Human Services in coordination with the Thomas Jefferson Area Coalition for the Homeless (T.J.A.C.H.) and the Service Provider Council (S.P.C.), applied for and 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 \$213,012 and is a renewal contract for the program from Housing and Urban Development (H.U.D.) for October 1, 2018 – June 30, 2020.

Discussion:

The City of Charlottesville has staff from Human Services, Social Services, and Neighborhood Development Services all taking a leadership role in the governance of T.J.A.C.H. 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.

1. **Tenant-Based Rental Assistance (TBRA):** The Thomas Jefferson Health District (T.J.H.D.) partners with The Haven to provide T.B.R.A. to eligible participants. The T.J.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:** T.J.H.D. screens eligible participants for short-term assistance including emergency utility payments to avoid shut-off. .
3. **Supportive Services:** T.J.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 T.J.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.

HMIS collaboration provides real-time monitoring of the needs and progress of individuals and households facing homelessness. Collaborative use of H.M.I.S. among T.J.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. Staff proposes that we pass these dollars through to T.J.H.D. & The Haven to support the supervision of assigned staff.

Community Engagement:

This grant and plan are the product of extensive engagement of the service provider community for persons experiencing homelessness. This partnership is reflective of the new governance model for T.J.A.C.H. and the priority requests of the Interfaith Movement Promoting Action by Congregations Together (IMPACT).

Alignment with City Council's Vision and Strategic Plan:

This grant advances the City of Charlottesville's Strategic Plan Goal #1 of enhancing the self sufficiency of our residents. Specifically, it will facilitate the objective of increasing affordable housing options. This item primarily aligns with Council's vision for Quality Housing Opportunities for All. Outcomes will demonstrate a coordinated assessment process, individuals and families linked to housing and other resources, and the length of time homelessness was experienced. This grant also fosters the ideals of Community of Mutual Respect and Economic Sustainability by providing services to vulnerable citizens and promoting self-sufficiency.

Budgetary Impact:

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

Recommendation:

Staff recommends approval and appropriation of grant funds.

Alternatives:

Council may elect to not accept the funds and the community will not have the capacity to administer the following services to persons experiencing a housing crisis while managing AIDS/H.I.V.: short-term rental assistance, utility assistance, rapid rehousing, H.M.I.S., and administration.

Attachments:

Sub Grant agreement and amendment are attached.

APPROPRIATION
H.O.P.W.A. Grant \$213,012

WHEREAS, The City of Charlottesville, through the Department of Human Services, has received the H.O.P.W.A. Grant from the Virginia Department of Housing and Community Development in the amount of \$213,012;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the sum of \$213,012 is hereby appropriated in the following manner:

Revenues

\$213,012 Fund: 209 IO: 1900322 (H.O.P.W.A.) G/L: 430120 Federal Pass-Thru State

Expenditures

\$213,012 Fund: 209 IO: 1900322 (H.O.P.W.A.) G/L: 530550 Contracted Services

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon receipt of \$213,012 in funds from the Virginia Department of Housing and Community Development.

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



Agenda Date:	January 22, 2019
Action Required:	Appropriation of Grant Funds
Presenter:	Hollie Lee, Chief of Workforce Development Strategies
Staff Contacts:	Hollie Lee, Chief of Workforce Development Strategies
Title:	Virginia Department of Social Services (V.D.S.S.) Employment for Temporary Aid to Needy Families (T.A.N.F.) Participants Grant - \$66,623.53

Background:

In 2017, the City of Charlottesville, through the Office of Economic Development, received a matching grant for \$50,000 from the Virginia Department of Social Services in order to provide workforce development training to individuals residing in the City of Charlottesville living at or below 200% poverty. The grant required a 15 percent match of local dollars, with funding being used for workplace readiness/productivity skills training, specific technical training, and/or supportive services required for employment (e.g., childcare, transportation, rental assistance, etc.). One hundred percent of the funds were expended between July 1, 2017 and June, 30 2018. Funding for the local match in the amount of \$16,667 was from the Workforce Investment Fund (P-00385). Grant funding was used to support 26 individuals in the following programs during FY 2018: GO Driver 7, GO Driver 8, GO Driver 9, and GO Skilled Trades Academy.

VDSS renewed this grant to the OED for the new fiscal year (July 2, 2018 to June 30, 2019) in the same amount of \$50,000. The OED matched the grant in the amount of \$16,667 from the Workforce Investment Fund (P-00385). Funding is currently being used for training programs and supportive services. Two programs, GO Driver 10 and GO Cook 2, which graduated eleven individuals collectively were run during the 6th quarter of the grant (October 2018 to December 2018).

Even more recently, VDSS expanded the funding pool and issued a Request for Proposal (RFP-BEN-19-024) for additional funding available from January 1, 2019 to June 30, 2020. The OED submitted a grant proposal in November 2018 and was recently sent an Intent to Award \$56,630 as part of this RFP process. This also requires a 15 percent match of local dollars, or \$9,993.53, for the total grant amount. The match will once again be made from the Workforce Investment Fund (P-00385). The funding will be used to enhance the hours of one part-time staff person in the Downtown Job Center from 20 to 40 hours per week so that this person can help manage GO programs. From January 2019 to June 2020, this will account for \$26,113 of the awarded grant funds. The remaining portion, \$30,517, will be used to fund additional GO training programs.

Please note the Intent to Award notice was received on Friday, January 11, 2019, and it is required that this notice be signed by Thursday, January 17, 2019. Because of the short turnaround time and the history the OED has with receiving grants from VDSS, Assistant City Manager Leslie Beauregard, has signed the notice in order to meet the deadline.

Discussion:

In July 2013, the City’s Strategic Action Team on Workforce Development (SAT) issued a report to City Council entitled, *Growing Opportunity: A Path to Self-Sufficiency*. The report, which was subsequently endorsed by Council, examines the barriers to employment for low-income City residents and makes recommendations on how to address these barriers. One of the recommendations is to “work to ensure that training programs align with the needs of new and existing businesses.”

In an effort to make progress towards this recommendation, the OED has been actively engaged in developing jobs-driven workforce development training programs in partnership with local employers. The flagship program, GO Driver, has been conducted nine times and trains City residents to get their Class B Commercial Driver’s License and become Relief Transit Bus Operators with Charlottesville Area Transit (CAT) and/or Pupil Transportation at a rate of \$15.97 per hour. In addition to technical training, GO programs also include assistance with supportive services such as rental assistance, car repair, exam fees, etc. These costs, which average about \$200 per participant, are also included as part of the programming. Other programs, such as GO Cook and/or a GO Skilled Trades Academy, will also be funded using grant funds.

Alignment with Council Vision Areas and Strategic Plan:

This effort supports City Council’s “Economic Sustainability” vision and aligns directly with the SAT’s *Growing Opportunity* report that was approved by City Council in 2013.

It also contributes to the following goals and objectives in the City’s Strategic Plan:

Goal 4: A Strong, Creative and Diversified Economy

- Objective 4.1: Develop a quality workforce

Goal 1: An Inclusive Community of Self-sufficient Residents

- Objective 1.2: Prepare residents for the workforce

It aligns with Chapter 3 on Economic Sustainability in the Comprehensive Plan, and more specifically Goal 6, which focuses on workforce development and being an effective partner in creating a well-prepared and successful workforce.

Community Engagement:

Like practically all of the City’s workforce development efforts, its employment training programs are supported by numerous community agencies and organizations. Examples include: Albemarle County, Piedmont Virginia Community College, Piedmont Workforce Network/Goodwill Industries of the Valleys, the Virginia Workforce Center – Charlottesville, Charlottesville Works Initiative, and employer partners. None of the work that is currently being done could be possible without this strong community engagement.

Budgetary Impact:

There is no impact to the General Fund. The required match of \$9,993.53 will come from previously appropriated funds in the Workforce Investment Fund (P-00385). All funds will be appropriated to the grants fund.

Recommendation:

Staff recommends approval and appropriation of grant funds.

Alternatives:

If grant funds are not appropriated, more local dollars will have to be used for training or fewer low-income, underemployed City residents will be able to be trained. Additionally, the OED will not have the additional staff hours needed to support the training programs.

Attachments:

- VDSS BEN-19-024 Notice of Intent
- RFA Contract with Mod City of Charlottesville

APPROPRIATION

**Virginia Department of Social Services (V.D.S.S.) Employment for Temporary Aid to
Needy Families (T.A.N.F.) Participants Grant
\$66,623.53**

WHEREAS, the City of Charlottesville has received funds from the Virginia Department of Social Services in the amount of \$56,630 requiring a \$9,993.53 in local in-kind match provided by the Office of Economic Development through the Workforce Investment Fund; and

WHEREAS, the funds will be used to support workforce development training programs provided by the Office of Economic Development; and

WHEREAS, the grant award covers the period from January 1, 2019 and June 30, 2020;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$66,623.53 is hereby appropriated in the following manner:

Revenue – \$56,630

\$56,630	Fund: 209	IO: 1900284	G/L: 430120 State/Fed pass thru
\$56,630	Fund: 209	IO: 1900284	G/L: 498010 Transfers from Other Funds

Expenditures - \$66,623.53

\$66,623.53	Fund: 209	IO: 1900284	G/L: 599999 Lump Sum
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Transfer From - \$9,993.53

\$9,993.53	Fund: 425	WBS: P-00385	G/L: 561209 Transfer to State Grants
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BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$56,630 from the Virginia Department of Social Services and the matching in-kind funds from the Office of Economic Development through the Workforce Investment Fund.



COMMONWEALTH of VIRGINIA

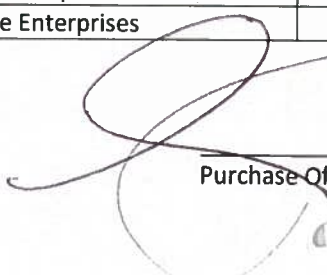
DEPARTMENT OF SOCIAL SERVICES

NOTICE OF INTENT TO AWARD

Date January 11, 2019

Commodity: Employment for TANF Participants
In Response to RFA No. BEN-19-024

Career Support Services	\$ 482,625.00
City of Charlottesville	\$ 56,630.00
City of Hampton	\$ 230,849.60
City of Lynchburg	\$ 163,204.79
City of Martinsville	\$ 271,203.83
City of Norfolk	\$ 410,714.00
City of Williamsburg	\$ 159,302.61
Danville Community College	\$ 257,518.48
Louise W. Eggleston Center	\$ 88,272.41
Job Assistance Center	\$ 297,010.38
Literacy Council of Northern VA	\$ 104,004.63
Melwood	\$ 248,558.27
MVLE	\$ 216,702.81
Newport News - CSB	\$ 896,802.58
Northern Virginia Family	\$ 402,008.58
NW Works	\$ 284,041.13
Service Source	\$ 184,041.05
Skillsource Group	\$ 241,070.40
The Choice Group	\$ 280,938.71
Worksource Enterprises	\$ 96,585.59



Purchase Officer or Contract Officer

**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF SOCIAL SERVICES**

SUBAWARD AGREEMENT

Agreement Number: BEN-19-024-02

THIS AGREEMENT for a subgrant award is entered into this 22nd day of January 2019, by the City of Charlottesville., Office of Economic Development, hereinafter called the “Subrecipient” and Commonwealth of Virginia, Department of Social Services, Division of Benefit Programs called the “VDSS or Grantee.”

WITNESSETH that the Subrecipient and the VDSS, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF AGREEMENT: The Subrecipient shall provide the services to the VDSS as set forth in the Agreement Documents.

PERIOD OF PERFORMANCE: From January 22, 2019 through June 30, 2020

COMPENSATION AND METHOD OF PAYMENT: The Subrecipient shall be paid by the VDSS a maximum reimbursement of \$56,630.00 upon submission of itemized invoices as specified in Section X- Payment Terms of the Request for Applications (RFA).

The agreement documents shall consist of:

- (1) This signed form;
- (2) The Request for Application dated October 5, 2018
- (3) Addendum #1, Dated October 16; #2 dated October 30; #3 dated November 6; #4 dated November 11; #5 dated November 13 and #6 dated November 26.
- (4) The Subrecipient’s Application dated November 14, 2018 and the following negotiated modifications to the Application, all of which documents are incorporated herein.
 - a) Reference Attachment A: The Activities/Outcomes Work Plan shall be replaced with the revised Activities/Outcomes Work Plan – Attachment A.1
 - b) Reference Attachment B: The Project Budget, pages 1-7, shall be replaced with the revised Budget(s) – Attachment B.1, pages 1-7.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed intending to be bound thereby.

CITY OF CHARLOTTESVILLE
OFFICE OF ECONOMIC DEVELOPMENT

VIRGINIA DEPARTMENT OF SOCIAL SERVICES

BY: _____
(Signature)

BY: _____
(Signature)

NAME: _____
(Print)

NAME: _____
(Print)

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

Note: Note: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, sexual orientation, gender identity, political affiliation, or veteran status or any other basis prohibited by state law relating to discrimination in employment. Faith-based organizations may request that the issuing agency not include subparagraph 1.e in General Condition C Anti-Discrimination. Such a request shall be in writing and explain why an exception should be made in that request for proposal or request for application.

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CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	January 22, 2019
Action Required:	Appropriation
Presenter:	Kaki Dimock, Acting Assistant City Manager
Staff Contacts:	Kaki Dimock, Acting Assistant City Manager Hollie Lee, Chief of Workforce Development Strategies
Title:	Home to Hope Peer Navigators - \$405,000

Background:

On November 14, 2018, City Council held a worksession on the re-entry population and local best practice approaches. At that worksession, council heard presentations from a wide variety of local providers and community members about the Prisoner Re-entry Council, the use of risk assessments, the resource room at the jail, the Coming Home to Work program, the homecoming guide, loan programs at The Fountain Fund, and peer navigation. Peer navigation was identified repeatedly by speakers and community members as an effective approach to connecting people returning to the community after incarceration with community supports. Council requested additional information on the cost of a transitional housing program for individuals returning to the community and expanding our community's capacity to provide peer support services.

Discussion:

While peer navigation is gaining interest in the community of service providers, there remain many opportunities to benefit from the lived experience of peer support specialists. To that end, what follows is an opportunity to increase community capacity to provide high quality peer support services through training and the creation of a dedicated unit of peer navigators.

- 1) Create and offer a GO Peer Support training program - \$30,000*

A GO Peer Support training program will provide an opportunity for up to 15 participants to receive six weeks of formal training on:

- peer navigation
- professional boundaries
- the local system of care
- group facilitation skills
- financial literacy
- workplace readiness
- computer skills

Successful participants would gain preliminary credentials including:

- Peer Support Specialist Certification
- Wellness Recovery Action Plan (W.R.A.P.) Facilitator Certification

2) Establish Home to Hope Peer Navigator Unit - \$275,000

Hire 5 successful participants of the GO Peer Support Training Program to provide peer support services to individuals returning to community after a period of incarceration. Recently released individuals are at significant risk:

- They are 12 times more likely to die in the first 90 days than the general population*, and
- They are most likely to be re-incarcerated for a probation violation in the first 45 days*.

In an attempt to mitigate this risk, Home to Hope will focus its efforts on individuals released to community within the last two years, while prioritizing those who have returned within 90 days. Home to Hope peer navigators will maintain caseloads of 12 individuals and work on practical goals including:

- Obtaining identification
- Addressing the tasks identified on the jail case plan
- Connecting to probation unit in a timely way as required
- Connecting to services available at Offender Aid & Restoration (O.A.R.)
- Obtaining stable housing
- Obtaining employment or enrolling in training/education program
- Create plan for paying off restitution, fines and/or fees
- Assessing and address behavioral health needs
- Creating a plan for prosocial connections and support

Home to Hope is proposed as a two year pilot program to understand:

1. The impact of peer navigation on probation violations and subsequent jail stays
2. The extent of the practical and financial need of the re-entry population

Home to Hope will be re-assessed at the end of year one to determine what mid-course changes should be made and then evaluated against anticipated individual and community outcomes at the end of year two.

3) Provide flexible funds to address the needs of people returning to the community - \$100,000

A flexible fund will be established to assist individuals returning to the community after incarceration. Individuals may apply to use these funds to address practical needs including clothing, first month's rent and security deposit, transportation, health care, etc. Applications will be reviewed by peer navigators as a group. This fund allows for immediate needs to be addressed and provides the basis for evaluating the full scope of the financial need of the returning population.

Alignment with City Council's Vision and Strategic Plan:

Home to Hope is aligned with City's Strategic Goals # 1: An inclusive community of self-sufficient residents and #2: A healthy and safe city.

Community Engagement:

City staff consulted with multiple service providers, community members and the steering committee of the Re-entry Council in the development of this proposal.

Budgetary Impact:

No new funding will need to be appropriated. Funding would be transferred from the General Fund to the Human Services Fund. Should council determine that a special re-entry program is warranted, the budget impact would vary based on the program components selected:

GO Peer Support Training Program: \$30,000
Home to Hope Peer Navigator Unit: \$275,000
Flexible Funds for Practical Needs: \$100,000

TOTAL: \$405,000

Funding for the GO Peer program would come from funding previously appropriated to the Council Priority Initiatives fund. Funding for the Peer Navigator Unit and Flexible Funds would come from funding previously appropriated for the Equity fund.

Recommendation:

Staff recommend funding all three components as effective mechanisms to expand peer navigation and support services for individuals returning to community after a period of incarceration.

Staff recommend funding the training component in FY19 to take advantage of available grant funding using the priority initiatives fund.

Staff recommend funding peer navigation and flexible funding pool in FY20 using the equity fund.

Alternatives:

Council could fund one, two, three or none of these approaches.

Council could determine that Home to Hope should be supported by a community agency and not housed within the Department of Human Services.

Attachments:

* If this program were offered prior to the end of the current fiscal year, a TANF grant obtained by the City's Office of Economic Development would reimburse up to 85% of these expenses.

* Neal Goodloe, Criminal Justice Planner

APPROPRIATION
Home to Hope Peer Navigators Funding
\$405,000

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia that the sum of \$30,000 is hereby transferred for to the GO Peer Support Training Program from currently appropriated funds in the Council Priority Initiatives Fund in the General Fund as follows:

Transfer From:

\$30,000	Fund: 105	Cost Center: 1011001000	G/L Account: 599999
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Transfer To:

\$30,000	Fund: 213	Cost Center: 3411001000	G/L Account: 599999
\$30,000	Fund: 213	Cost Center: 3411001000	G/L Account: 498010

BE IT FURTHER RESOLVED that the sum of \$375,000 is hereby transferred for to the Home to Hope Peer Navigator Unit (\$275,000) and the Flexible Funds for Practical Needs (\$100,000) programs from currently appropriated funds in the Equity Fund in the General Fund as follows:

Transfer From:

\$375,000	Fund: 105	Cost Center: 1011001000	G/L Account: 599999
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Transfer To:

\$375,000	Fund: 213	Cost Center: 3411001000	G/L Account: 599999
\$375,000	Fund: 213	Cost Center: 3411001000	G/L Account: 498010

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CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	February 4, 2019
Action Required:	Resolution
Presenter:	Joseph D. Platania, Commonwealth's Attorney John C. Blair, II, City Attorney
Staff Contacts:	Joseph D. Platania, Commonwealth's Attorney John C. Blair, II, City Attorney
Title:	Commonwealth's Attorney Summer Law Clerk – Transfer of Funds \$12,000

Background:

The Commonwealth's Attorney would like to provide a stipend of \$12,000 for an eight week summer clerkship to a second year law student. The City will transfer these funds from the Council's Strategic Initiative account to the Commonwealth's Attorney's salaries budget.

Discussion:

The Office of the Commonwealth's Attorney desires to attract a broader applicant pool for its summer clerkship. Many law students from disadvantaged backgrounds are discouraged from accepting summer clerkships with public sector employers because these clerkships do not traditionally offer compensation. A paid clerkship can assist the Commonwealth's Attorney in his efforts to attract a broader applicant pool for the summer clerkship.

In addition to the stipend provided by the City of Charlottesville, the University of Virginia is agreeing to provide rent-free housing to the individual selected for the clerkship.

The clerkship will be for a period of eight weeks, and it is intended to provide the law student with a comprehensive overview of prosecutorial skills as well as to introduce the student to the Office of the Commonwealth's Attorney's progressive criminal justice initiatives such as drug and mental health treatment courts.

Alignment with City Council's Vision and Strategic Plan:

This appropriation supports City Council's Strategic Plan Objective 5.2 to "Recruit and cultivate a high quality and diverse workforce."

Budgetary Impact:

Funds will be transferred from already appropriated funds in City Council's Strategic Initiative account to the Commonwealth Attorney's salaries budget.

Recommendation:

Staff recommends transfer of the funds.

Alternatives:

To not approve funding for the summer law clerk.

Attachments:

Resolution
Letter from Commonwealth's Attorney

RESOLUTION

**Commonwealth's Attorney Summer Law Clerk – Transfer of Funds
\$12,000**

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that funding from the City Council Strategic Initiatives account is transferred to the Commonwealth Attorney's budget for the summer law clerk internship position in the following manner:

Transfer From:

\$12,000 *Fund: 105* *Cost Center: 1011001000* *G/L Account: 599999*

Transfer To

\$12,000 *Fund: 105* *Cost Center: 1401001000* *G/L Account: 519999*



JOSEPH D. PLATANIA
COMMONWEALTH'S ATTORNEY

ARESHINI PATHER
DEPUTY COMMONWEALTH'S
ATTORNEY

NINA-ALICE ANTONY
SENIOR ASSISTANT
COMMONWEALTH'S ATTORNEY

OFFICE OF THE
COMMONWEALTH'S ATTORNEY
City of Charlottesville

P.O. Box 911 • CHARLOTTESVILLE, VIRGINIA 22902
TEL (434) 970-3176 • FAX (434) 971-8202

ANDREW L. WILDER
SAMANTHA B. MARKLEY
R. COOPER VAUGHAN
ASSISTANT COMMONWEALTH'S
ATTORNEYS

PAT O'DONNELL
VICTIM WITNESS
COORDINATOR

January 23, 2019

The Honorable Nikuyah Walker
VIA E-Mail

Mayor Walker:

Please find attached a recruitment letter I plan to send out once funding and housing are approved by City Council and UVA. Any qualified second year law student is able to apply for this clerkship regardless of race, gender, national origin, or other protected class, but I'd like to send the letter to Florida Agricultural & Mechanical College of Law, North Carolina Central University School of Law, South University Law Center, Texas State University Thurgood Marshall School of Law, University of the District of Columbia David A. Clarke School of Law, and Howard University School of Law. Let me know if anything further is needed. Again, thank you for your efforts to assist law students looking to develop career opportunities in the criminal justice system.

Sincerely,

Joseph Platania
Commonwealth's Attorney
City of Charlottesville



JOSEPH D. PLATANIA
COMMONWEALTH'S ATTORNEY

ARESHINI PATHER
DEPUTY COMMONWEALTH'S
ATTORNEY

NINA-ALICE ANTONY
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ATTORNEYS

PAT O'DONNELL
VICTIM WITNESS
COORDINATOR

January 23, 2019

[Name]
Office of Career Services
[Name of Law School]
VIA E-Mail

Ms. [X]:

My name is Joe Platania and I am the Commonwealth's Attorney for the City of Charlottesville. My office prosecutes criminal cases involving offenses occurring within the City limits. I have recently partnered with Charlottesville Mayor Nikuyah Walker and the University of Virginia in an effort to create opportunities for second year law students who may be interested in a career in criminal prosecution. Because of Mayor Walker's and UVA's hard work and commitment to a fair and just community, the City of Charlottesville is able to offer a \$12,000 stipend and free housing provided by UVA for an eight week summer clerkship. Although this recruitment letter is directed specifically at your school, I would like to make clear that any qualified second year law student is able to apply for this clerkship regardless of race, gender, national origin, or other protected class.

Law clerks will work alongside experienced prosecutors representing the Commonwealth of Virginia in all criminal matters pending in various state courts. Case content ranges anywhere from traffic infractions to murder, rape and robbery. Supervising attorneys will teach summer clerks how to effectively prosecute a variety of criminal cases, conduct necessary legal research, interview and offer assistance to victims of crime, provide legal advice and guidance to law enforcement officials, and negotiate plea agreements with opposing counsel. Our office is also actively involved in progressive criminal justice initiatives such as drug and mental health treatment courts, community prosecution, and a day treatment and reporting center in lieu of incarceration.

At the conclusion of the internship, law clerks will have extensive knowledge of the Rules of Evidence, be skilled in trial tactics and trial strategy, have the ability to speak extemporaneously and persuasively, feel comfortable expressing complex ideas orally and in

writing, and will have learned how to establish and maintain effective and professional working relationships with co-workers, law enforcement officers, defense counsel, courtroom personnel, and the general public. In addition to these skills, clerks will develop a sense of how to make whichever community they serve a safer and more just place for all.

There is a nationwide trend towards criminal justice reform, and with good reason. I am hopeful to receive applications from individuals that are passionate about doing the right thing. Dr. Martin Luther King Jr. said “[w]e need leaders not in love with money but in love with justice. Not in love with publicity but in love with humanity.” Violent individuals who target and victimize the vulnerable have no place in a safe and stable community. At the same time, I have found that supporting and encouraging community members who are trying to change their lives is often more productive for both the community member and society at large. I believe that good and ethical prosecutors can keep the community safe while not defining an individual by past decisions that they have made.

I look forward to hearing your thoughts on next steps and any advice or guidance you may have on how best to proceed. I can be reached at 434-970-3179 or platania@charlottesville.org. Thank you in advance for your time and assistance.

Sincerely,

Joseph Platania
Commonwealth’s Attorney
City of Charlottesville

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



Agenda Date:	February 4, 2019
Action Requested:	Resolution
Presenter:	Alex Ikefuna, Director, Neighborhood Development Services
Staff Contacts:	Alex Ikefuna, Director, Neighborhood Development Services Brenda Kelley, Redevelopment Manager, City Manager's Office
Title:	Designation of Friendship Court site as a Revitalization Area

Background:

Friendship Court is a mixed-use, mixed-income, phased redevelopment comprised of four phases, all of which will take place on the existing site. Each phase is an independent phase. A fundamental goal of the redevelopment is no displacement, hence the need for a phased development. The total duration of all phases is expected to be no more than ten years. This redevelopment approach is the direct result of the current Friendship Court's residents vision for the redeveloped Friendship Court and its future. The completed redevelopment will result in no more than 505 residential units (as allowed by current zoning), a variety of commercial, educational, and retail establishments, all intended to further incorporate Friendship Court and its residents into the fabric of the City of Charlottesville.

Friendship Court Phase 1's Low Income Housing Tax Credit (LIHTC) application will be evaluated and scored based on criteria defined in the 2019 Qualified Allocation Plan (QAP), which factors in whether a property is in a designated revitalization area. Since Friendship Court is in the City's existing Strategic Investment Area (SIA), it is requested that the site also be designated as a revitalization area as provided for by state law (see Va. Code Sec. 36-55.30:2). LIHTCs are critical to the financing of the redevelopment of Friendship Court and it is a competitive application process. The City's support, both financially and in declaration, helps to ensure the application receives the highest possible score.

An application for Site Plan approval has been submitted and an application for LIHTC funding in March 2019 is anticipated.

Discussion:

Application for Virginia Housing Development Authority (VHDA) LIHTC program are due in

March 2019. To be eligible for funding, projects seeking LIHTC support must be located within a revitalization area as defined by Virginia Code Sec. 36-55.30:2.

Alignment with City Council’s Vision and Strategic Plan:

The overall redevelopment of Friendship Court supports City Council’s visions of Quality Housing Opportunities for All; A Green City; Community of Mutual Respect; and Smart, Citizen-Focused Government.

Strategic Plan Goals:

- Goal 1.3: Increase affordable housing options
- Goal 2.3: Improve community health and safety outcomes by connecting residents with effective resources (aligning health care with provision of housing for the elderly and disabled)

Comprehensive Plan Goals:

- Goal 3: Grow the City’s housing stock for residents of all income levels
- Goal 3.1: Continue to work toward the City’s goal of 15% supported affordable housing by 2025.
- Goal 3.6: Promote housing options to accommodate both renters and owners at all price points, including workforce housing.
- Goal 4.1: Continue to support the use of appropriate tax credit proposals submitted by private and non-profit developers within the locality to create affordable rental units, as consistent with Housing Advisory Committee policy.
- Goal 5: Support projects and public/private partnerships (i.e., private, non-profits, private developers and governmental agencies) for affordable housing, including workforce housing and mixed-use, and mixed-income developments.
- Goal 5.7: Support housing programs at the local and regional level that encourage mixed-income neighborhoods and discourage the isolation of very low and low income households.
- Goal 7: Offer a range of housing options to meet the needs of Charlottesville’s residents, including those presently underserved, in order to create vibrant residential areas or reinvigorate existing ones.
- Goal 7.1: To the greatest extent feasible ensure affordable housing is aesthetically similar to market rate.
- Goal 8.1: Encourage mixed-use and mixed-income housing developments.
- Goal 8.3: Encourage housing development where increased density is desirable and strive to coordinate those areas with stronger access to employment opportunities, transit routes and commercial services.
- Goal 8.7: Encourage the incorporation of green sustainable principles (e.g. LEED, EarthCraft Virginia, Energy Star, etc.) in all housing development to the maximum extent feasible both as a way to be more sustainable and to lower housing costs.

Community Engagement:

In February 2016, at the outset of considering redevelopment, a critical choice was made to establish a formal Advisory Committee, a cohort of nine Friendship Court residents elected by their neighbors to represent them through the process, plus six members from the at-large Charlottesville community. Led by the resident members, they have become genuine partners in planning their community's future, co-designing every aspect of the site, with all major decisions passing through their hands. The resident members, like any other consultants, are paid for their time and expertise.

In addition to the resident-led redevelopment, there have been door to door efforts to garner feedback and a number of Community events held intended to educate all Friendship Court residents on the redevelopment efforts. There is also an on-site Community Organizer, who works daily to keep residents informed on the redevelopment plans. All of these efforts are ongoing.

A public site plan conference was held on October 17, 2018.

Budgetary Impact:

This request has no budget impact.

Recommendation:

Staff recommends City Council approve the attached Resolution declaring the Friendship Court site as being located in a revitalization area based on the following:

1. The industrial, commercial or other economic development of such area will benefit the city or county 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.

Alternatives:

City Council could choose to not support the revitalization area certification for the Friendship Court site, which could have a negative impact on the LIHTC application.

Attachments:

Resolution

RESOLUTION

Revitalization Area Certification for Friendship Court Parcel Number: 280112000

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that Friendship Court is located within a Revitalization Area, defined by the Virginia Housing Development Authority as any area that 1) the industrial, commercial or other economic development of such area will benefit the city or county 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.

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



Agenda Date:	February 4, 2019
Action Requested:	Resolution
Presenter:	Alex Ikefuna, Director, Neighborhood Development Services
Staff Contacts:	Alex Ikefuna, Director, Neighborhood Development Services Brenda Kelley, Redevelopment Manager, City Manager's Office
Title:	Designation of Crescent Halls site as a Revitalization Area

Background:

During the spring and summer of 2018, a two-part Request for Development Partner was issued by CRHA as a first step to begin active redevelopment of many of their properties. Following review of proposals and recommendation by the Redevelopment Committee, the CRHA Board approved entering into Agreement with a selected Development Team at their September 2018 Board meeting.

A Memorandum of Understanding (contract) with the Development Team was adopted and executed by the CRHA Board on January 7, 2019. The current top priorities of redevelopment include renovation of Crescent Halls and development of new housing on the vacant land on the South 1st Street site. An application for LIHTC funding in March 2019 is anticipated.

Discussion:

Application for Virginia Housing Development Authority (VHDA) Low Income Housing Tax Credit (LIHTC) program are due in March 2019. To be eligible for funding, projects seeking LIHTC support must be located within a revitalization area as defined by Virginia Code 36-55.30:2.

Alignment with City Council's Vision and Strategic Plan:

The overall redevelopment of public housing supports City Council's visions of Quality Housing Opportunities for All; A Green City; Community of Mutual Respect; and Smart, Citizen-Focused Government.

Strategic Plan Goals:

- Goal 1.3: Increase affordable housing options
- Goal 2.3: Improve community health and safety outcomes by connecting residents with effective resources (aligning health care with provision of housing for the elderly and disabled)

Comprehensive Plan Goals:

- Goal 3: Grow the City’s housing stock for residents of all income levels
- Goal 3.1: Continue to work toward the City’s goal of 15% supported affordable housing by 2025.
- Goal 3.6: Promote housing options to accommodate both renters and owners at all price points, including workforce housing.
- Goal 4.1: Continue to support the use of appropriate tax credit proposals submitted by private and non-profit developers within the locality to create affordable rental units, as consistent with Housing Advisory Committee policy.
- Goal 5: Support projects and public/private partnerships (i.e., private, non-profits, private developers and governmental agencies) for affordable housing, including workforce housing and mixed-use, and mixed-income developments.
- Goal 5.7: Support housing programs at the local and regional level that encourage mixed-income neighborhoods and discourage the isolation of very low and low income households.
- Goal 7: Offer a range of housing options to meet the needs of Charlottesville’s residents, including those presently underserved, in order to create vibrant residential areas or reinvigorate existing ones.
- Goal 7.1: To the greatest extent feasible ensure affordable housing is aesthetically similar to market rate.
- Goal 8.7: Encourage the incorporation of green sustainable principles (e.g. LEED, EarthCraft Virginia, Energy Star, etc.) in all housing development to the maximum extent feasible both as a way to be more sustainable and to lower housing costs.

Community Engagement:

A Redevelopment Committee comprised of residents, community members, and CRHA and City staff, and appointed by the CRHA Board of Directors, meets regularly and provides research, planning, community engagement and guidance to the CRHA Board on redevelopment planning progress. The CRHA Board regularly discusses the status of redevelopment activities as well as taking action on redevelopment milestones at their public meetings.

Budgetary Impact:

This request has no budget impact.

Recommendation:

Staff recommends City Council approve the attached Resolution declaring the Crescent Halls site as being located in revitalization areas based on the following:

1. The industrial, commercial or other economic development of such area will benefit the city or county 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.

Alternatives:

City Council could choose to not support the revitalization area certification for the Crescent Halls site, which could have a negative impact on the LIHTC application.

Attachments:

Resolution

RESOLUTION

Revitalization Area Certification for Crescent Halls Parcel ID: 280218000

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that Crescent Halls is located within a Revitalization Area, defined by the Virginia Housing Development Authority as any area that 1) the industrial, commercial or other economic development of such area will benefit the city or county 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.

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



Agenda Date:	February 4, 2019
Action Requested:	Resolution
Presenter:	Alex Ikefuna, Director, Neighborhood Development Services
Staff Contacts:	Alex Ikefuna, Director, Neighborhood Development Services Brenda Kelley, Redevelopment Manager, City Manager's Office
Title:	Designation of South 1st Street site as a Revitalization Area

Background:

During the spring and summer of 2018, a two-part Request for Development Partner was issued by CRHA as a first step to begin active redevelopment of many of their properties. Following review of proposals and recommendation by the Redevelopment Committee, the CRHA Board approved entering into Agreement with a selected Development Team at their September 2018 Board meeting.

A Memorandum of Understanding (contract) with the Development Team was adopted and executed by the CRHA Board on January 7, 2019. The current top priorities of redevelopment include renovation of Crescent Halls and development of new housing on the vacant land on the South 1st Street site. An application for Site Plan approval for the South 1st Street site has been submitted and an application for LIHTC funding in March 2019 is anticipated.

Discussion:

Application for Virginia Housing Development Authority (VHDA) Low Income Housing Tax Credit (LIHTC) program are due in March 2019. To be eligible for funding, projects seeking LIHTC support must be located within a revitalization area as defined by Virginia Code 36-55.30:2.

Alignment with City Council's Vision and Strategic Plan:

The overall redevelopment of public housing supports City Council's visions of Quality Housing Opportunities for All; A Green City; Community of Mutual Respect; and Smart, Citizen-Focused Government.

Strategic Plan Goals:

- Goal 1.3: Increase affordable housing options

- Goal 2.3: Improve community health and safety outcomes by connecting residents with effective resources (aligning health care with provision of housing for the elderly and disabled)

Comprehensive Plan Goals:

- Goal 3: Grow the City’s housing stock for residents of all income levels
- Goal 3.1: Continue to work toward the City’s goal of 15% supported affordable housing by 2025.
- Goal 3.6: Promote housing options to accommodate both renters and owners at all price points, including workforce housing.
- Goal 4.1: Continue to support the use of appropriate tax credit proposals submitted by private and non-profit developers within the locality to create affordable rental units, as consistent with Housing Advisory Committee policy.
- Goal 5: Support projects and public/private partnerships (i.e., private, non-profits, private developers and governmental agencies) for affordable housing, including workforce housing and mixed-use, and mixed-income developments.
- Goal 5.7: Support housing programs at the local and regional level that encourage mixed-income neighborhoods and discourage the isolation of very low and low income households.
- Goal 7: Offer a range of housing options to meet the needs of Charlottesville’s residents, including those presently underserved, in order to create vibrant residential areas or reinvigorate existing ones.
- Goal 7.1: To the greatest extent feasible ensure affordable housing is aesthetically similar to market rate.
- Goal 8.3: Encourage housing development where increased density is desirable and strive to coordinate those areas with stronger access to employment opportunities, transit routes and commercial services.
- Goal 8.7: Encourage the incorporation of green sustainable principles (e.g. LEED, EarthCraft Virginia, Energy Star, etc.) in all housing development to the maximum extent feasible both as a way to be more sustainable and to lower housing costs.

Community Engagement:

A Redevelopment Committee comprised of residents, community members, and CRHA and City staff, and appointed by the CRHA Board of Directors, meets regularly and provides research, planning, community engagement and guidance to the CRHA Board on redevelopment planning progress. The CRHA Board regularly discusses the status of redevelopment activities as well as taking action on redevelopment milestones at their public meetings.

A public site plan conference was held on January 2, 2019.

Budgetary Impact:

This request has no budget impact.

Recommendation:

Staff recommends City Council approve the attached Resolution declaring the South 1st Street site as being located in a revitalization area based on the following:

1. The industrial, commercial or other economic development of such area will benefit the city or county 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.

Alternatives:

City Council could choose to not support the revitalization area certification for the South 1st Street site, which could have a negative impact on these LIHTC applications.

Attachments:

Resolution

RESOLUTION

Revitalization Area Certification for South 1st Street Parcel ID: 260115000

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the South 1st Street site is located within a Revitalization Area, defined by the Virginia Housing Development Authority as any area that 1) the industrial, commercial or other economic development of such area will benefit the city or county 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.

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CITY OF CHARLOTTESVILLE, VIRGINIA CITY COUNCIL AGENDA



Agenda Date:	January 22, 2019
Action Required:	Approval of Ordinance
Presenter:	Kathy Galvin, City Councilor
Staff Contacts:	John C. Blair, II, City Attorney Chris Engel, Director of Economic Development
Title:	Amendment to Charlottesville-Albemarle Convention and Visitors' Bureau Operating Agreement

Background:

The City of Charlottesville and the County have jointly funded and undertaken the operation of a joint convention and visitors' bureau since 1979 for the purpose of promoting the Charlottesville-Albemarle area as a tourist destination and site for conferences and meetings. Until recently, the Charlottesville-Albemarle Convention and Visitors' Bureau was operated pursuant to a July 1, 2004 agreement between the City and the County.

In June 2018, the Board of Supervisors and the City Council adopted a new operating agreement, effective July 1, 2018.

Discussion:

Following several initial meetings of the new board it was determined that additional changes to the operating agreement and the composition of the board would be beneficial. As proposed in the first amendment to the agreement the organization would now be led by an Executive Board composed of the following members:

- a. Two members of the County Board of Supervisors.
- b. Two members of the Charlottesville City Council.
- c. The County Executive or designee.
- d. The Charlottesville City Manager or designee.
- e. The County Director of Economic Development or designee.
- f. The City Director of Economic Development or designee.
- g. The Executive Vice President of the University of Virginia or designee.
- h. One tourism industry organization representative appointed by the County Board of Supervisors.
- i. One tourism industry organization representative appointed by the Charlottesville City Council.
- j. One representative of the arts community jointly appointed by the designated members

- of the County Board of Supervisors and the Charlottesville City Council.
- k. One representative of the recreation community jointly appointed by the designated members of the County Board of Supervisors and the Charlottesville City Council.
 - l. A representative of the Chamber of Commerce
 - m. The President or Chief Executive Officer of the Thomas Jefferson Foundation or designee.
 - n. The Executive Director of the CACVB (non-voting member).

In summary, as proposed, the voting members of the Executive Board would total 15 members and include four elected officials, four local government staff, a representative from the University of Virginia, a representative of the Thomas Jefferson Foundation, a representative from the Chamber of Commerce, two representatives from the local tourism industry, a representative from the arts community and a representative from the recreation community. The Executive Director of the organization would be a non-voting member of the board. The previously envisioned advisory board would be abolished.

A blackline version of the operating agreement showing these changes is included herein.

The County Board of Supervisors is also considering approval of this amendment to the agreement.

Community Engagement:

There has been no community engagement on this matter.

Budgetary Impact:

There is no impact to the City budget as a result of this amendment.

Recommendation:

No recommendation.

Alternatives:

No recommendation.

Attachments:

Draft of Amended Agreement
Ordinance

**AN ORDINANCE TO AMEND THE AGREEMENT
TO OPERATE A JOINT CONVENTION AND VISITORS'
BUREAU**

WHEREAS, the City of Charlottesville (hereinafter "City") and Albemarle County (hereinafter "County") adopted, by ordinance, an Agreement to Operate a Joint Convention and Visitors' Bureau (hereinafter "Agreement") on June 18, 2018; and

WHEREAS, the City and County desire to amend the Agreement by adding an additional City Councilor and member of the County Board of Supervisors to the Charlottesville-Albemarle Convention and Visitors' Bureau (hereinafter "CACVB") Executive Board; and

WHEREAS, the City and County further desire to amend the Agreement by adding a representative of the arts community, and a representative of the recreation community to the CACVB Executive Board; and

WHEREAS, the City and County further desire to amend the Agreement by providing a CACVB Executive Board vote to the President of Chief Executive Officer of the Thomas Jefferson Foundation; and

WHEREAS, the City and County further desire to amend the Agreement by deleting references to the CACVB Advisory Board.

NOW, THEREFORE, BE IT ORDAINED THAT the Council of the City of Charlottesville, pursuant to Virginia Code Section 15.2- 1300, hereby amends the Agreement as described above and as further detailed in the amendments attached hereto as Exhibit A; and

BE IT FURTHER ORDAINED THAT the City Manager is hereby authorized to execute the Agreement on behalf of the City, after the City Attorney approves the Agreement as to form.

This ordinance shall be effective immediately.

FIRST AMENDED AGREEMENT TO OPERATE
A JOINT CONVENTION AND VISITORS' BUREAU

THIS AGREEMENT is entered into this ___ day of ~~June~~January, 201~~8~~9, by and between the County of Albemarle, Virginia (the "County") and the City of Charlottesville, Virginia (the "City"). This agreement may be referred to as the "CACVB Agreement" and "this Agreement." The County and the City may be referred to collectively as the "Parties."

RECITALS

- R-1** The County and the City are each enabled by Virginia Code § 15.2-940 to "expend funds from the locally derived revenues of the locality for the purpose of promoting the resources and advantages of the locality"; and
- R-2** The County is enabled by Virginia Code § 58.1-3819 to expend Transient Occupancy Taxes collected by it (amounts in excess of two percent of the total five percent authorized to be collected) solely for tourism and travel, marketing of tourism or initiatives that, as determined after consultation with tourism industry organizations, including representatives of lodging properties located in Albemarle County, attract travelers to the County, increase occupancy at lodging properties, and generate tourism revenues within the County; and
- R-3** The County and the City are each enabled by Virginia Code § 15.2-1300 to jointly exercise the authority granted to them pursuant to Virginia Code § 15.2-940, and they desire to enter into an agreement with one another to continue to jointly fund and operate the local convention and visitors' bureau; and
- R-4** The County and the City desire to promote the resources and advantages of the County and the City, and to do so through the Charlottesville-Albemarle Convention and Visitors' Bureau as provided in this Agreement.

STATEMENT OF AGREEMENT

The County and the City agree to the following:

1. Convention and Visitors' Bureau Established and Authorized.

The Charlottesville-Albemarle Convention and Visitors Bureau (the "CACVB") is re-established and re-authorized.

2. Purpose of the CACVB.

The purpose of the CACVB is to promote the resources and advantages of the County, the City, and the region pursuant to the terms and conditions of this Agreement, including marketing of tourism, as well as marketing of initiatives that: attract travelers to the City and County, increase lodging at properties located within the City and County, and generate tourism revenues within the City and County.

3. Organization of the CACVB.

The CACVB shall be organized to have an Executive Board, ~~an Advisory Board~~, an Executive Director, and staff serving the CACVB.

A. Executive Board. An Executive Board is hereby established, and its composition and powers and duties are as follows:

- 1. Composition.** The Executive Board shall be composed of the following ~~nine~~fifteen voting members and ~~four~~ one non-voting members:

- a. ~~One~~Two members** of the County Board of Supervisors.

- b. ~~One~~Two members of the Charlottesville City Council.
 - c. The County Executive or his designee.
 - d. The Charlottesville City Manager or his designee.
 - e. The County Director of Economic Development or his designee.
 - f. The City Director of Economic Development or his designee.
 - g. The Executive Vice President of the University of Virginia or his designee.
 - h. One tourism industry organization representative appointed by the County Board of Supervisors ~~for a two year term; no person serving under this appointment may be appointed to more than four consecutive two year terms, exclusive of time served in the unexpired term of another as provided in Section 3(A)(2)(b).~~
 - i. One tourism industry organization representative appointed by the Charlottesville City Council ~~for a two year term; no person serving under this appointment may be appointed to more than four consecutive two year terms, exclusive of time served in the unexpired term of another, as provided in Section 3(A)(2)(b).~~
 - ~~j. One representative of the arts community jointly appointed by designated members of the County Board of Supervisors and the Charlottesville City Council as provided in Section 3(A)(2)(c).~~
 - ~~k. One representative of the recreation community jointly appointed by designated members of the County Board of Supervisors and the Charlottesville City Council as provided in Section 3(A)(2)(c).~~
 - ~~l. One representative of the Chamber of Commerce jointly appointed by designated members of the County Board of Supervisors and the Charlottesville City Council as provided in Section 3(A)(2)(c).~~
 - ~~m. The President or Chief Executive Officer of the Thomas Jefferson Foundation or his designee.~~
 - ~~jn. The Executive Director of the CACVB (non-voting member).~~
 - ~~k. The Chair of the Advisory Board (non-voting member).~~
 - ~~l. A representative of the Chamber of Commerce (non-voting member).~~
 - ~~m. The President or Chief Executive Officer of the Thomas Jefferson Foundation or his designee (non-voting member).~~
2. **Appointments to the Executive Board.** Appointments to the Executive Board shall be made as follows:
- a. Appointment of Members of the County Board of Supervisors and the Charlottesville City Council; Alternates.** The members of the County Board of Supervisors and the Charlottesville City Council who ~~shall~~ serve on the Executive Board shall be appointed by their respective governing bodies for terms determined by the respective governing bodies. The County Board of Supervisors and the Charlottesville City Council may appoint alternates to attend any meeting(s) that the regular appointees cannot attend. An alternate attending a meeting in place of the regular member may vote on behalf of the Board or Council at any such meeting.

b. Appointment of Representatives of Tourism Industry Organizations; Term. The tourism industry representatives identified in Sections 3(A)(1)(h) and (i) shall be appointed by a majority vote of the members of the County Board of Supervisors or the Charlottesville City Council, respectively, present and voting. Each appointment shall be for a two-year term; no person serving under this appointment may be appointed to more than four consecutive two-year terms, exclusive of time served in the unexpired term of another.

c. Appointment of Representatives of the Arts and Recreation Communities and the Chamber of Commerce; Term. The arts and recreation community representatives and the Chamber of Commerce representative identified in Sections 3(A)(1)(j), (k), and (l) shall be made by a majority of the four members of the County Board of Supervisors and the Charlottesville City Council appointed to the Executive Board. Each appointment shall be for a two-year term; no person serving under this appointment may be appointed to more than four consecutive two-year terms, exclusive of time served in the unexpired term of another.

3. Powers and Duties of the Executive Board. The Executive Board shall:

- a. **Adopt a Strategic Plan.** Adopt a strategic plan for the CACVB that is consistent with the purposes of the CACVB.
- b. **Adopt By-laws.** Adopt by-laws, which shall include procedures and rules for electing a chair, a vice-chair, the conduct of its meetings, and regulating the business of the Executive Board.
- c. **Adopt Policies and Plans.** Adopt any policies or plans consistent with the purposes of the CACVB and that may provide direction to the CACVB.
- d. **Marketing Strategies, Performance Measures, and Indicators.** Approve general marketing strategies and programs, and establish performance measures and indicators.
- e. **Hold Meetings; Quorum; Voting.** Hold a regular meeting at least once every two months. Each meeting shall be conducted in compliance with the Virginia Freedom of Information Act (Virginia Code § 2.2-3700 *et seq.*). ~~Four~~Eight voting members of the Executive Board physically present at the meeting ~~shall~~ constitute a quorum. The Executive Board shall act only by a majority vote of those voting members present and voting at a lawfully held meeting.
- f. **Adopt a Budget.** Adopt a budget for the CACVB's operations and activities each fiscal year.
- g. **Contracts.** Acting through its Executive Director, arrange or contract for (in the name of the CACVB) the furnishing by any person or company, public or private, of goods, services, privileges, works or facilities for and in connection with the scope of Section 2 of this Agreement, ~~above~~ and the administrative operations of the CACVB and its offices. The contracts may include any contracts for consulting services related to tourism marketing and to promoting the County, the City, and the region.
- h. **Appoint the Executive Director; Performance; Termination.** ~~The Executive Board shall~~ ~~a~~Appoint the Executive Director, who shall serve at the pleasure of the Executive Board, and evaluate the Executive Director's performance each year. If the CACVB does not have an Executive Director or an interim Executive Director on July 1, 2018, until the Executive Board appoints an interim or permanent Executive Director, the County shall provide an

employee currently on its payroll to serve as an interim Executive Director for the CACVB, commencing July 1, 2018 and continuing only until such time as the newly constituted Executive Board has appointed an interim or permanent Executive Director.

- i. **Offices.** ~~The CACVB shall provide~~ provide regular staffed visitor services at one location within the City of Charlottesville and one location within the County of Albemarle. Additional locations may be approved by the Executive Board. The Executive Board shall approve the location and terms and conditions for purchasing or leasing any CACVB office(s), and may, by recorded vote or resolution, authorize the Executive Director to execute any required instrument pertaining thereto.
- j. **Official Seal.** Establish and maintain an official seal, which may be altered at will, and to use it, or a facsimile of it, by impressing or affixing it, or in any other manner reproducing it.

4. Attendance. Members of the Executive Board or their designees are expected to attend all regular meetings of the Executive Board. The Executive Board may request the County Board of Supervisors or the Charlottesville City Council, as the case may be, to replace any Executive Board Member appointed by that body, or the designated members thereof, to replace any Member who is absent, or whose designee is absent, from more than three regular meetings during a calendar year.

B. Advisory Board. ~~A seven-member Advisory Board is hereby established, and its composition and powers and duties are as follows:~~

1. Composition. ~~The initial membership of the Advisory Board shall be composed of those members of the Management Board appointed pursuant to the July 1, 2004 Agreement and whose terms have not expired as of June 30, 2018. The initial Advisory Board members shall continue to serve as members of the Advisory Board until their terms expire under their appointment (the "Holdover Term"). Thereafter, the Executive Board shall appoint each member to the Advisory Board as provided in subsection 3(B)(2), as each Holdover Term expires.~~

2. Appointments to the Advisory Board. ~~The Executive Board shall appoint persons to serve on the seven-member Advisory Board as follows:~~

a. Qualifications. ~~Any person appointed to the Advisory Board shall have experience or expertise in the local tourism industry ("stakeholders").~~

b. Terms and Term Limits. ~~Each appointment to the Advisory Board, other than to fill a vacancy during an appointee's term, shall be for a two-year term. No person may be appointed to more than four consecutive two-year terms in an appointed seat, exclusive of time served in the unexpired term of another.~~

c. Filling a Vacancy. ~~The Executive Board may fill a vacancy according to procedures set forth within its duly adopted bylaws and procedures. An appointment to fill a vacancy arising during an unexpired appointee's term shall be only for the remainder of the unexpired term. In making appointments to the Advisory Board, the Executive Board shall ensure that the Advisory Board always contains at least three (3) County stakeholders and at least three (3) City stakeholders.~~

d. Holdover. ~~Any member of the Advisory Board whose term expires may continue to serve on the Advisory Board until a successor is appointed.~~

3. Powers and Duties of the Advisory Board. ~~The Advisory Board has the following powers and~~

duties:

- ~~a. **Meetings; Quorum; Voting.** The Advisory Board shall hold a regular meeting at least once every two months. Each meeting shall be conducted in compliance with the Virginia Freedom of Information Act (Virginia Code § 2.2-3700 *et seq.*). Four members of the Advisory Board physically present at the meeting shall constitute a quorum. The Advisory Board shall act only by a majority vote of those members present and voting at a lawfully held meeting.~~
- ~~b. **Advisor to the Executive Board.** The Advisory Board shall serve as an advisor to the Executive Board. This duty includes, but is not limited to, making recommendations to the Executive Board pertaining to marketing strategies and performance measures and performance indicators.~~
- ~~c. **Reports.** Prepare and provide reports to the Executive Board pertaining to matters within the scope of Section 2 of this Agreement.~~
- ~~d. **Committees.** Establish committees to research and provide reports to the Advisory Board on issues pertaining to promoting the resources and advantages of the County, the City, and the region.~~

CB. Executive Director. The position of Executive Director is hereby established. The powers and duties of the Executive Director are as follows:

1. **Promotion.** Promote the resources and advantages of the County, the City, and the region pursuant to the terms and conditions of this Agreement, the Strategic Plan, and other policies and plans adopted by the Executive Board within the scope of Section 2 of this Agreement, subject to the following:
 - a. **Services Provided Until Executive Board Directs Otherwise.** Beginning July 1, 2018, and until the Executive Board directs otherwise, the Executive Director and the persons hired to provide services for the CACVB shall provide the services identified in **Attachment A**, incorporated by reference herein.
 - b. **Services Identified by the Executive Board to be Provided.** When the Executive Board identifies different or additional services to be provided by the CACVB, the Executive Director and the persons hired to provide services for the CACVB shall provide those services. The different or additional services may include, but are not limited to, expanding destination packages focusing on the arts, wineries, breweries, and distilleries; promoting heritage and cultural tourism and including this area's African-American heritage; promoting agritourism; promoting outdoor recreational tourism for activities such as hiking, bicycling, kayaking, and canoeing; and developing and promoting events and activities related to the arts, local resources, and local businesses.
2. **Budgeting.** Recommend an annual budget to the Executive Board.
3. **Contracting.** Execute contracts on behalf of the CACVB; perform the duties of purchasing officer on behalf of the Executive Committee, subject to compliance with Albemarle County procurement ordinances and procedures. The Executive Director shall procure all goods and services in compliance with the County's procurement laws and procedures, or may delegate procurement responsibilities to the County's purchasing agent.
4. **Reports.** The Executive Director shall provide to the Executive Board any reports required by this Agreement or requested by the Executive Board.

5. **Distribute the Budget and Provide a Balance Sheet.** The Executive Director shall provide the CACVB's adopted annual budget to the County and the City and a balance sheet showing the CACVB's revenues and expenditures for the prior fiscal year and the fund balance, if any, from the prior fiscal year. The budget and the balance sheet shall be provided by December 31 each year.
6. **Employees.** The Executive Director shall recruit, hire, and manage persons to be employed to perform services for the CACVB, subject to Section 8 of this Agreement.

4. **Funding the CACVB.**

The CACVB shall be funded as follows:

- A. **Funding Cycle.** The County and the City agree to fund the activities and responsibilities of the CACVB during each Fiscal Year (July 1 through June 30 of each calendar year) in which this Agreement remains in effect, beginning with the Parties' Fiscal Year 2019.
- B. **Funding Levels.** Subject to Subsection 4(F), the County and the City shall provide funding for the CACVB in each Fiscal Year in an amount equal to 30 percent of its Transient Occupancy Tax revenues collected by it in the most recent Fiscal Year ("Actuals"). This specified percentage and obligation is based on, and specifically limited to, a Transient Occupancy Tax of five percent in each locality. If either the County or the City enacts a Transient Occupancy Tax greater than five percent, that Party's funding obligation under the formula in this subsection is not changed by the increase in the tax rate for the Transient Occupancy Tax.
- C. **Payments to the Fiscal Agent.** Annual funding provided pursuant to Subsection 4(B) shall be delivered by the Party that is not the Fiscal Agent to the Party that is the Fiscal Agent in equal quarterly payments, payable on July 1, October 1, January 1, and April 1 each year, due upon receipt of an invoice from the Fiscal Agent.
- D. **Budget.** The budget prepared and recommended by the Executive Director, shall be presented to the Executive Board, and the recommended budget shall use the Actuals provided by the County and the City and referenced in Subsection 4(B), and any other revenue sources. Following receipt of a recommended budget from the Executive Director, the Executive Board shall take action to approve an annual budget, no later than May 1 each calendar year.
- E. **Documenting Costs.** All costs incurred and expenditures made by the CACVB in the performance of its obligations under this Agreement shall be supported by payrolls, time records, invoices, purchase orders, contracts, or vouchers, and other documentation satisfactory to the County and the City, evidencing in proper detail the nature and propriety of the costs. Records shall be maintained in accordance with Virginia law. Upon request by either the County or the City, the Executive Director shall allow City or County officials to inspect the documentation and records pertaining in whole or in part to this Agreement, or the Executive Director may, if acceptable to the requesting party, provide reports summarizing information within CACVB's records.
- F. **Appropriations.** Notwithstanding any other provisions of this Agreement, the County's and the City's obligation to fund the CACVB is expressly contingent upon the availability of public funds derived from Transient Occupancy Tax revenues and the annual appropriations of those funds thereof by the Parties. The City's appropriations of funds for the promotion and advertisement of the City are and shall be further subject to the provisions of Section 21 of the City's Charter.

5. **Permitted and Prohibited Uses of Funds, Goods, and Services by the CACVB.**

The CACVB shall expend revenues and use its funds, goods, and services only as follows:

- A. **Purposes for Which Tax Revenues May be Spent.** Revenues appropriated by the County and the City to the CACVB shall be expended only for the purposes for which their respective Transient Occupancy Tax revenues may be spent, as may be governed by state enabling legislation, the City's charter, and local ordinances.
- B. **Prohibited Use of Funds, Goods, and Services for Political Purposes.** The CACVB shall not expend its funds, use its materials or property, or provide services, either directly or indirectly, for any partisan political activity, to further the election of, or to defeat, any candidate for public office.

6. **Duration of this Agreement; Termination.**

This Agreement shall be effective on July 1, 2018 and remain in effect until it is terminated by the Parties, or either of them, as follows:

- A. **Termination by One Party.** Either the County or the City may terminate this Agreement by giving at least six months' written notice to the other Party.
- B. **Termination by Mutual Agreement.** The County and the City may mutually agree to terminate this Agreement under any terms and conditions they agree to.
- C. **Termination by Non-appropriation.** If either the County or the City fails to appropriate funds in the amount required to support its obligations under this Agreement for a subsequent fiscal year, then this Agreement shall automatically terminate at the end of the then-current fiscal year.

7. **Performance.**

The performance of the CACVB shall be measured as follows:

- A. **Until New Performance Measures and Performance Indicators are Adopted.** From July 1, 2018, until the Executive Board adopts new performance measures and performance indicators, the CACVB shall:
 - 1. **Return on Investment.** Meet a return on investment ratio of 7:1 annually that is based on seven dollars of total direct visitor expenditures for every one dollar of funding provided to the CACVB by the County and the City pursuant to the formula in Attachment A.
 - 2. **Performance Measures.** Measure performance using the specific measures in Attachment A.
 - 3. **Performance Indicators.** Track the performance indicators identified in Attachment A.
- B. **Adopted Performance Measures and Performance Indicators.** When the Executive Board adopts a new required return on investment, new performance measures, and new requirements to track performance indicators, the CACVB shall meet and perform those new measures and requirements.
- C. **Audits.** The County and the City may, at their option, request an independent audit of the CACVB's books and records. The cost of the audit shall be shared equally by the County and the City.

8. **Fiscal Agent Designation; Services.**

The County and the City will provide the following fiscal services for the CACVB:

- A. **Fiscal Agent.** The City will continue to serve as Fiscal Agent for the CACVB through December 31, 2018. Effective January 1, 2019, the County shall serve as Fiscal Agent for the CACVB. The Fiscal Agent shall be entitled to a fee of two percent of the Actuals referenced in Section 4(B) as compensation for acting as Fiscal Agent. This fee may be deducted from the Fiscal Agent's funding contribution pursuant to Section 4 each year.
- B. **Insurance.** The County will provide liability insurance coverage to the CACVB.
- C. **Legal Services.** The City Attorney will continue to provide legal services to the CACVB through December 31, 2018. Commencing on January 1, 2019, the County Attorney shall provide legal services to the CACVB, provided that representation does not create a conflict of interest under any rules of professional responsibility or other ethical rules of conduct. In the event any such conflict arises, the County Attorney shall so advise the Executive Board, so that the Executive Board may make necessary arrangements to obtain legal services. If the County Attorney anticipates any such conflict(s), he shall advise the Executive Board prior to January 1, 2019.
- D. **Other Services.** The County shall act as the CACVB's accounting and disbursing office; provide personnel administration services; maintain personnel and payroll records; provide information technology services; provide procurement services and maintain purchasing accounts and monthly statements; and contract for annual audits. Personnel administration shall include the matters referenced in paragraph E, following below.
- E. **Personnel Administration.** The employment of the Executive Director and any other persons hired to perform services for the CACVB are subject to the following:
1. **County Employees.** Any Executive Director or other person hired on or after July 1, 2018 to perform services for the CACVB shall be hired as an employee within the County's personnel and payroll systems.
 - a. **Transition of Employees Hired Prior to July 1, 2018.** Effective January 1, 2019, or as soon thereafter as the County and the City have created and funded an Employee Transition Plan, any person who was hired prior to July 1, 2018 to perform services for the CACVB shall be transitioned to become an employee of the County and shall be classified within the County's pay system and shall be paid in accordance with the County's payroll system and policies and its personnel policies. Until January 1, 2019, all such employees shall remain within the City's personnel/payroll system.
 - b. **Pay and Benefits for Transitioning Employees.** Within their Employee Transition Plan, the City and the County shall provide benefits and funding, as necessary to assure, to the fullest extent practicable, that no employee will lose pay or retirement benefits as a result of making the transition from City to County employment. With respect to retirement benefits, it is the intention of the Parties to keep each person transitioning from City to County employment whole, and to ensure that they neither lose retirement credit for time employed nor monetary contributions made to the City's retirement plan.
 2. **Duty Owed to Both the County and the City.** The Executive Director and any other persons hired to perform services for the CACVB owe a duty of good faith and trust to the CACVB itself as well as to both the County and the City as the localities which provide public funding for the CACVB.
- F. **Sooner Transfer of Fiscal Agency.** Notwithstanding the January 1, 2019 date for fiscal agency to transfer from the City to the County as provided in this section, fiscal agency may transfer sooner if the County and the City have created and funded the Employee Transition Plan as provided in

subsections 8(E)(1)(a) and (b) and the County and the City are otherwise prepared for fiscal agency to transfer.

9. Disposition of Property Upon Termination or Partial Termination.

Upon the expiration or earlier termination of this Agreement, all personal property of the CACVB shall be and remain the joint property of the County and the City for disposition, and the proceeds of disposition shall be pro-rated between the County and the City in accordance with the ratio of the amounts provided by each of them to the CACVB: (i) as capital contributions since 1979; and (ii) as contributions of operating funds during the 10 years preceding the date of termination, as compared with the aggregated contributions of the County and the City during that same 10-year period.

10. Liability.

Any liability for damages to third parties arising out of or in connection with the operations and activities of the CACVB and any persons employed to provide services for the CACVB shall be shared jointly by the County and the City, to the extent that any liability is not covered by funding within the CACVB's budget or liability insurance proceeds, and only to the extent that the County and the City may be held liable for damages under the laws of the Commonwealth of Virginia.

11. Miscellaneous.

A. Ownership of Materials; Copyright; Use. Any materials, in any format, produced in whole or in part pursuant to this Agreement are subject to the following:

1. **Ownership.** The materials are jointly owned by the County and the City.
2. **Copyright.** The materials are copyrightable only by the County and the City. Neither the CACVB, the Executive Board, nor any of its members, ~~the Advisory Board, nor any of its members,~~ the Executive Director, any CACVB employee, nor any other person or entity, within the United States or elsewhere, may copyright any materials, in any format, produced in whole or in part pursuant to this Agreement.
3. **Use.** The County and the City shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data or other materials prepared by or for the CACVB pursuant to this Agreement.

B. Amendments. This Agreement may be amended in writing as mutually agreed by the County and the City.

C. Assignment. The CACVB shall not assign any interest in this Agreement and shall not transfer any interest in this Agreement, whether by assignment or novation, without the prior written consent of the County and the City.

D. Severability. If any part of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, that determination shall not affect the validity or enforceability of any other part of this Agreement.

E. Entire Agreement. This Agreement contains the entire agreement of the County and the City and supersedes any and all other prior or contemporaneous agreements or understandings, whether verbal or written, with respect to the matters that are the subject of this Agreement.

- F. **Applicable Law.** This Agreement shall be governed by and construed and enforced in accordance with the laws of the Commonwealth of Virginia.
- G. **Approval Required.** This Agreement shall not become effective or binding upon the County and the City until it is approved by ordinances of the Charlottesville City Council and the Albemarle County Board of Supervisors.

IN WITNESS WHEREOF, and as authorized by duly adopted ordinances of the Albemarle County Board of Supervisors and the Charlottesville City Council, the County and the City each hereby execute this Agreement as of the date first above written, by and through their respective authorized agents or officials:

CITY OF CHARLOTTESVILLE, VIRGINIA

By: _____
City Manager

Approved as to Form: _____
City Attorney

COUNTY OF ALBEMARLE, VIRGINIA

By: _____
County Executive

Approved as to Form: _____
County Attorney

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



Agenda Date:	February 4, 2019
Action Required:	Approve Change to City of Charlottesville Code of Ordinances
Presenter:	Jennifer Stieffenhofer, Procurement and Risk Manager
Staff Contacts:	Jennifer Stieffenhofer, Finance Department, Procurement & Risk Management Division
Title:	City Code Changes – Chapter 22 - Procurement

Background:

The Procurement section of the City of Charlottesville *Code of Ordinances* was changed in 2015 to increase the City’s small purchase threshold from \$30,000 to \$50,000, which aligned with Albemarle County and many other cities and counties in Virginia. Many Virginia public entities have now increased their small purchase threshold for goods, services, and non-transportation related construction to \$100,000. A public body may also establish small purchase procedures for professional services contracts not expected to exceed \$80,000 and transportation-related construction when the total project sum, including all phases, is not expected to exceed \$25,000 (Code of Virginia § 2.2-4303.G.)

Small purchase procedures foster a competitive environment while also reducing the complexity of the procurement process. There are benefits to the City and benefits to the vendor community. The City has the flexibility to reduce administrative lead time, and to contract quickly at a fair and reasonable price, while vendors benefit from a less onerous process with fewer terms and conditions.

The City of Charlottesville’s small purchase threshold is currently \$50,000. The following chart compares Charlottesville to other public agencies in and around Charlottesville:

Agency	Small Purchase Threshold
Albemarle County	\$100,000
Albemarle County Schools	\$100,000
Charlottesville City Schools	\$100,000
Orange County	\$100,000
Rivanna Water and Sewer Authority	\$100,000
Commonwealth of Virginia agencies in Charlottesville	\$100,000

Discussion – Increasing the City’s Small Purchase Threshold:

This request seeks City Council’s approval to increase the City of Charlottesville’s small purchase

threshold from \$50,000 to \$100,000 for goods, services and non-transportation related construction with implementation effective 3/1/2019, with the following exceptions: The small purchase threshold for professional services will be \$80,000, and the threshold for transportation-related construction will be \$25,000.

If the City's small purchase threshold is increased from \$50,000 to \$100,000, this will enable the City to implement an efficient competitive procurement process that is less cumbersome and more expedient for purchases that fall within this dollar range. The City currently has small purchase procedures in place for purchases \$50,000 and below. The increase to \$100,000 will:

- Provide a competitive environment for small purchases, but reduce procurement lead time because:
 - Small purchases do not require a minimum posting period which means the procurement process for these purchases will have a faster turnaround time.
 - Vendor responses to small purchase requests can be received more efficiently by email, fax, etc. vs. sealed and delivered in person or by mail which is required for larger purchases.
- Provide a less complex process for vendors.
 - Vendor responses to small purchase requests are generally less complex, contain fewer terms and conditions, and are easier for a potential bidder to respond to.
- Provides an increased threshold for the City's small purchase procedures which will be applied to the City's Minority Business Program which facilitates participation of minority-owned businesses, women-owned businesses, small and micro businesses, service disabled veterans, and employment services organizations in the City's procurement transactions.

Alignment with City Council's Vision and Priority Areas:

The changes to Chapter 22 of the City of Charlottesville Code of Ordinances align with Council's vision for Charlottesville to be a Smart, Citizen-Focused Government. It contributes to Goal 4 of the Strategic Plan, Be a well-managed and successful organization, and objective 4.2, maintain strong fiscal policies.

Budgetary Impact:

There is no anticipated impact on the General Fund. Departments will continue to be obligated to ensure any contracts are within their budget.

Recommendation: Staff recommends approval of these ordinance changes.

Alternatives:

If the ordinance change is not approved, the City cannot implement the efficiency improvements planned for small purchases within the \$50,000 - \$100,000 range.

Attachments: Proposed Ordinance changes.

**AN ORDINANCE
AMENDING AND REORDAINING SECTION 22-4 OF CHAPTER 22
OF THE CHARLOTTESVILLE CITY CODE, 1990, AS AMENDED,
TO INCREASE THE SMALL PURCHASE THRESHOLD LIMIT
TO ONE HUNDRED THOUSAND DOLLARS (\$100,000)**

BE IT ORDAINED by the Council for the City of Charlottesville, Virginia, that:

1. Section 22-4 of Article I of Chapter 22 (City Procurement of Goods and Services from Non-Governmental Sources) is hereby amended and reordained, as follows:

CHAPTER 22. CITY PROCUREMENT OF GOODS AND SERVICES FROM NON-GOVERNMENTAL SOURCES

ARTICLE I. IN GENERAL

Sec. 22-4. Methods of procurement authorized.

- (a) . . .
- (b) . . .
- (c) . . .
- (d) . . .
- (e) . . .

(f) The purchasing manager may establish written procedures ("small purchase procedures"), approved by the city manager, for single- or term-contracts for:

- (1) Goods and services (other than professional services) and non-transportation related construction, if the aggregate or the sum of all amounts to be paid to the contractor is not expected to exceed one hundred thousand dollars (\$100,000); and
- (2) Transportation-related construction, if the aggregate or sum of all phases is not expected to exceed twenty-five thousand dollars (\$25,000); and
- (3) Professional services without requiring competitive negotiation, provided the aggregate or the sum of all phases is not expected to exceed eighty thousand dollars (\$80,000).

~~single or term contracts for goods, services and professional services, if the aggregate or the sum of all amounts to be paid to the contractor during performance is not expected to exceed fifty thousand dollars (\$50,000.00) ("small purchase procedures").~~

Such small purchase procedures shall provide for competition wherever practicable.

- (g) . . .
- (h) . . .
- (i) . . .
- (j) . . .
- (k) . . .

2. This ordinance shall take effect on March 1, 2019.

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CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	February 4, 2019
Action Requested:	Consideration of a Special Use Permit Application
Presenter:	Matt Alfele, City Planner
Staff Contacts:	Matt Alfele, City Planner
Title:	SP18-00010 - 901 River Road

Background:

Shimp Engineering on behalf of Go Store It River, LLC (owner) has submitted an application seeking approval of a Special Use Permit (SUP) request for the property located at 901 River Road with road frontage on River Road and Belleview Avenue. The proposal requests to allow for increased residential density as well as a self-storage company, pursuant to City Code Sections 34-480, where self-storage is allowed via a special use permit and density in excess of 21 dwelling units per acre (DUA) is allowed (up to 64 DUA) via a special use permit if residential density is associated with a mix-used development as indicated in Sec. 34-458. The proposal indicates a total of 54 residential units which equates to 25 DUA calculated with respect to entire development site (2.203 acres) as defined per Sec. 34-458. The property is further identified on City Real Property Tax Map 49 Parcel 98 (“Subject Property”). The Subject Property is zoned IC (Industrial Corridor District). The site is approximately 2.203 acres or 95,963 square feet.

The applicant for the current special use permit request under review (#SP18-00010) put forward a series of special use permit requests (#SP17-0002 (*withdrawn*); #SP18-0001 (*withdrawn*)) and a by-right site plan (#P18-0127 (*withdrawn*)) prior to submitting the current application.

Discussion:

The Planning Commission discussed this request at their January 8, 2019 meeting. They noted that this application for the site is improved from previous applications. They expressed concern about making sure that the entire site is developed in accordance with the proposal, not just the

self-storage element and that it was clear that no storm water credits for any portion of this site should be purchased. All storm water treatment should be addressed on-site.

Alignment with City Council’s Vision and Strategic Plan:

If City Council approves the rezoning request, the project could contribute to *Goal 4: A Strong, Creative and Diversified Economy, 4.2 Attract and cultivate a variety of businesses*, and the City Council Visions of *Economic Sustainability* and *Quality Housing Opportunities for All*.

Community Engagement:

Per Sec. 34-41(c)(2), the applicant held a community meeting on November 7, 2018 (a City Planner attended as a NDS representative). Neighborhood concerns gathered from the community meeting on November 7, 2018 are listed below.

- General traffic concern
- Provide buffer in between sidewalk and road along Belleview if space allows
- Consider providing a crosswalk across River Rd

In addition, a site plan conference for this project was held on December 5, 2018. The applicant has been asked to consider the concerns and consider including suggestions as part of the site plan revision moving forward as part of the City Staff site plan comment letter sent.

- General traffic concern
- Concern of height of storage building in relation to adjacent property to the rear of site

On January 8, 2019, the Planning Commission held a Public Hearing and two (2) members of the public spoke. One noted support that the storm water treatment would occur on site and the other speaker talked about the walkability of the surrounding neighborhood and potential for improved access to the Rivanna River.

Staff received a number of emails regarding this project and they have been forwarded to Planning Commission and City Council. The main concerns noted were concern for the use of the property as self-storage and wanting assurance that more than just the self-storage use would be constructed.

Budgetary Impact:

This has no impact on the General Fund.

Recommendations:

The Planning Commission took the following action:

Chair Green moved to recommend approval of the SUP request for 901 River Road (SP18-00010) with the following conditions:

1. The sidewalk improvements along River Road and Belleview Avenue will include connections to existing sidewalk networks on adjacent properties: Tax Map 49 Parcel 99 and Tax Map 49 Parcel 95. The sidewalk improvements will be reviewed and approved by the Bicycle and Pedestrian Coordinator and ADA Coordinator and incorporated into the final site plan prior to final site plan approval.
2. The Developer will provide curb ramps on the north side of Belleview Avenue to facilitate access. The curb ramps will be reviewed and approved by the Bicycle and Pedestrian Coordinator and ADA Coordinator and incorporated into the final site plan prior to final site plan approval.
3. The sidewalk improvements along Belleview Avenue will be designed as a standard five-foot wide sidewalk that smoothly connects to existing sidewalk, allows for on-street parking to be maintained on the south side of Belleview Avenue while maintaining two-way travel lanes. The design and construction plan for the sidewalk improvements will be approved by the City Engineer, and the final site plan shall incorporate the approved design and construction plan in accordance to the Streets That Work Plan.
4. The Developer will provide on-site water quality treatment for the entire development by using one of DEQ's approved BMP's (proprietary or non-proprietary), where the BMP is detailed on the site plan and approved by Engineering prior to final site plan approval. Credits for off-site treatment will not be pursued for this site.
5. The project will be developed in substantial accordance with the SUP Conceptual plan for 901 River Road dated October 23, 2018 to include uses and square footages as described in that document.
6. The project is to be constructed simultaneously, without phasing, which would be in compliance with mixed use requirements outlined in City Code 34-458.

Ms. Dowell seconded the motion

Mr. Lahendro, Yes
Mr. Solla-Yates, Yes
Ms. Dowell, Yes
Mr. Heaton, Yes
Mr. Mitchell, Yes
Ms. Green, Yes

The motion passed 6 – 0 to recommend approval of the SUP application with conditions to City Council.

Alternatives:

City Council has several alternatives following a public hearing:

- (1) by motion, take action to approve the attached resolution granting the SUP;

- (2) by motion, deny the requested SUP as recommended by the Planning Commission;
- (3) by motion, request changes to the attached resolution, and then approve the SUP; or
- (4) by motion, defer action on the SUP.

Attachments:

A. Resolution

B. Link to the Staff Report and background information from the January 8, 2019 Planning Commission meeting: <http://www.charlottesville.org/home/showdocument?id=63963>
(Staff Report begins on page 33)

RESOLUTION
GRANTING A SPECIAL USE PERMIT
FOR A MIXED USE DEVELOPMENT AT
901 RIVER ROAD

WHEREAS, landowner Go Store It River, LLC has applied for a special use permit (“Application”) for property having an address of 901 River Road, further identified on City Tax Map 49 as Parcel 98, having an area of approximately 95,963 square feet in area (2.203 acres) (hereinafter, the "Subject Property"); and

WHEREAS, the Subject Property is zoned "IC" (Industrial Corridor Mixed Use District); and

WHEREAS, pursuant to City Code §34-458 and §34-480, the purpose of the requested special use permit is to allow construction of a specific mixed use development within the Subject Property consisting of two buildings and related parking and amenities (the “Project”), more specifically: **(i)** a 4-story building having 62,000 square feet of gross floor area containing more than 50 residential dwelling units together with retail and/or restaurant uses and an accessory office space, with at least 1,500 square feet of ground floor space fronting on River Road being devoted to retail uses and up to 140 additional square feet which may either be used as an accessory office or for additional retail and/or restaurant use; and **(ii)** a 4-story self-storage building containing approximately 61,000 square feet of gross floor area. Said Project is more particularly described within the materials accompanying City application number SP-18-00010; and

WHEREAS, a public hearing on the this Application was held before the Planning Commission on January 8, 2019, following notice to the public and to adjacent property owners as required by law; on that date the Planning Commission reviewed the Application materials and staff’s analysis thereof (including the provisions of City Code §34-157), considered public comments received, and voted to recommend to City Council that the proposed Project could be approved under certain suitable regulations and safeguards; and

WHEREAS, this City Council has conducted an additional public hearing on this Application, following notice to the public and to adjacent property owners as required by law; and

WHEREAS, based on the representations, information, and materials included within the Application, and upon consideration of the information and analysis set forth within the Staff Report, consideration of the factors set forth in City Code §34-157, consideration of the recommendations of the Planning Commission, and consideration of the comments received at each of the public hearings, this Council finds that the Project is appropriate in the location requested and may be approved subject to suitable regulations and safeguards;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, **THAT** a Special Use Permit is hereby granted to authorize the construction of the Project on the Subject Property, subject to the following conditions:

1. Any proposed final site plan for the Project, and all construction plans for the buildings within the Project, will be consistent with the representations and details presented by the landowner within the Application, including, without limitation: the SUP Conceptual plan for 901 River Road dated October 23, 2018.
2. The residential density within the Subject Property shall not exceed twenty-five (25) dwelling units per acre, calculated with respect to the entire area (95,963 square feet) of the Subject Property.
3. Use of the Subject Property shall be limited to the specific uses referenced within the Application for this Special Use Permit; no other use(s) shall be established unless the landowner first obtains an amendment of this Special Use Permit authorizing the inclusion or substitution of other use(s). The buildings authorized for this Mixed Use Project are **(i)** one 4-story mixed-use building containing approximately 62,000 square feet of gross floor area containing more than 50 residential dwelling units and at least 1,500 square feet of ground floor space fronting on River Road devoted to retail and/or restaurant uses (“mixed-use building”) and up to 140 square feet of additional space for an accessory office or additional retail/restaurant space; and **(ii)** one 4-story self-storage building containing approximately 61,000 square feet of gross floor area (“self-storage building”).
4. Amendment of this special use permit shall be required, prior to: **(i)** decrease of the gross floor area (GFA) devoted to retail and/or restaurant uses below 1,500 square feet; **(ii)** increase in the GFA of the accessory office within the mixed use building by more than three percent (3%), **or (iii)** change in the total GFA of the mixed-use building or the self-storage building by more than three percent (3%) of the GFA referenced in condition 3, above.
5. The Project shall be constructed as a single phase development. The self-storage building shall not be used or occupied prior to completion of the mixed-use building.
6. As part of the development of the Project, the landowner will construct sidewalk improvements along River Road and Belleview Avenue, to include connections to existing sidewalk networks on the following adjacent properties: Tax Map 49 Parcel 99 and Tax Map 49 Parcel 95. The landowner shall present plans for the sidewalk improvements to the City’s Bicycle and Pedestrian Coordinator, ADA Coordinator, and City Engineer for their review and approval, prior to official submission of any final site plan for the Project, and the approved plans for the sidewalk improvements will be included as part of any proposed final site plan(s) for the Project. The sidewalk improvements along Belleview Avenue will be designed in accordance with the City’s Streets That Work design guidelines, and will be constructed as a standard five-foot wide sidewalk which connects smoothly to existing sidewalks; further, the sidewalk improvements shall be designed and constructed to allow for on-street parking on the south side of Belleview Avenue while maintaining two-way travel lanes.

7. As part of the development of the Project, the landowner will construct curb ramps on the north side of Belleview Avenue to facilitate access. The landowner shall present plans for the curb ramps to the City's Bicycle and Pedestrian Coordinator and ADA Coordinator for review and approval, prior to official submission of any final site plan for the Project, and the approved plans for the curb ramps will be included as part of any proposed final site plan(s) for the Project.

8. The stormwater management plan for the Project will incorporate all construction and land disturbing activity within the area of the Subject Property, and it will provide on-site water quality treatment for the entire Project, using any best management practice(s) ("BMP") approved by the Virginia Department of Environmental Quality (whether proprietary or non-proprietary), but not using any credit(s) for off-site treatment. The location and type of each BMP shall be depicted on any proposed final site plan(s) for the Project, in addition to being depicted and described within the approved final stormwater management plan for the Project.

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CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	February 4, 2019
Action Required:	Vote on Resolution
Presenter:	John Stuart, ClarkNexsen Mike Callahan, EPR PC
Staff Contacts:	Alex Ikefuna, NDS Director Tony Edwards, Development Services Manager Brennen Duncan, Transportation Engineer Tim Motsch, Transportation Project Manager
Title:	Emmet Streetscape Project – Resolution Confirming Conformance with City’s Comprehensive Plan & Authorization to Commence Final Design

Background:

The Emmet Street corridor is one of the highest traffic volume corridors in the city. The City of Charlottesville has been engaged in a process to enhance this corridor and the adjoining neighborhoods with urban amenities and safe, interconnected streets that promote walking, biking, and efficient public transit while maintaining levels of service (LOS) for vehicular traffic. The corridor serves as a gateway to the University of Virginia and provides a critical link for people driving, walking and biking, between University Grounds, off-grounds University facilities (such as the Emmet St. Parking Garage, John Paul Jones Arena, university offices) and commercial shopping areas north of the city, such as Barracks Road and Stonefield.

The project objectives as listed in the RFP and other documents includes:

- The student population, redevelopment efforts, and the corridor's direct proximity to the UVA grounds present a tremendous opportunity for modal shift with improved bicycle and pedestrian accommodations.
- The project area extends from the intersection of University/Ivy Road to Arlington Boulevard and includes a shared use path, improved bike lanes, consolidated bus stops/optimized bus shelters, landscaping, and improved pedestrian crossings at the intersections within the study area.
- The project implements recommendations from the Comprehensive Plan, Bicycle and Pedestrian Master Plan, MPO Long Range Transportation Plan, and supports the

University's long term development plans.

- The Emmet Street corridor should be an enjoyable pedestrian experience.
- Elicit meaningful public input.
- Create a schematic design of streetscape improvements in the Emmet Street Corridor.
- Create an appropriate and functioning streetscape consistent with City goals and the Streets that Work Plan.
- Provide pedestrian and bicycle-safe infrastructure, including appropriate lighting throughout the corridor, especially at intersections.
- Coordinate with the University of Virginia regarding ongoing operations and planning, including the ongoing Ivy Road Redevelopment in accordance with UVA's "Ivy Road Planning Study".
- Maintain and/or improve existing bus stops.
- Integrate green infrastructure to enhance the City's stormwater management and urban forestry goals.
- Develop the schematic design and provide detailed construction documents that illustrate significant streetscape improvements in keeping with the planning and urban design objectives listed above.

A Request for Proposals was advertised that included these design parameters as well as an extensive public participation process and in January 2018, the City of Charlottesville contracted with Clark Nexsen, Inc., an engineering consulting firm, to develop plans for the Emmet Streetscape Improvements.

In addition to the design parameters established by the RFP, Clark Nexsen also researched a variety of initiatives within the City of Charlottesville that are focused on enhancing the vibrancy and quality of life, including the City of Charlottesville Comprehensive Plan, the Bicycle and Pedestrian Master Plan, the Streets That Work, and UVA's Ivy Road Planning Study. With a firm grasp of background information, the project team began the public involvement process to ensure agreement with the project's purpose and need before beginning development of a conceptual design.

Discussion:

Preferred Conceptual Design Concept: The preferred Conceptual Design Concept was modified and discussed during community engagement activities based on feedback received. In regard to this direction, the preferred Conceptual Design includes the following main features:

- 6.5' wide conventional bicycle lanes both directions on Emmet Street from Ivy Road/University Drive to Arlington Boulevard, except for 4' wide bike lanes under the Buckingham Branch Railroad bridge.
- 6' landscape/planting space from back of curb along Emmet Street from Ivy Road/University Drive to the Buckingham Branch Railroad bridge.
- 6' landscape/planting space from back of raised bike lane along Emmet Street from Buckingham Branch Railroad bridge to Arlington Boulevard.
- Typical 7' wide concrete sidewalk along the east side of Emmet Street from Ivy Road/University Drive to Massie Road.

- Typical 4' wide sidewalk under the Buckingham Branch Railroad bridge in both directions.
- Typical 10' Shared Use Path on the east side of Emmet Street from Massie Street to Arlington Boulevard, and on the west side of Emmet Street from Ivy Road/University Drive to Arlington Boulevard, with tunnel under the Buckingham Branch Railroad bridge.
- Replacement and/or modifications of the signals at the intersections of Ivy Road/University Drive, Massie Road, and Arlington Boulevard.

Support for the conceptual design concept has been confirmed and/or adjusted based on community engagement below. Further, the Tree Commission, Bicycle and Pedestrian Advisory Committee have been engaged and provided comments. These stakeholder groups have also provided detailed comments that will be explored during the next stage of final design and which is available under the resources tab on the project website www.emmetstreetscape.com.

Comprehensive Plan Alignment: On January 8, 2019 the Planning Commission voted five-to-one to recommend that the Conceptual Design is consistent with the City of Charlottesville adopted 2013 Comprehensive Plan. The following excerpts from the Comprehensive Plan were used as support and are followed with project details on how these goals are being met:

The following denotes alignment with the City of Charlottesville adopted 2013 Comprehensive Plan. Transportation:

- Goal 1: Increase safe, convenient and pleasant accommodations for pedestrians, bicyclists, and people with disabilities that improve the quality of life within the community and within individual Neighborhoods.
 - This project provides for bicycle facilities on Emmet Street at associated intersections. In addition, the sidewalks and shared use path will be a consistent, accessible width of a minimum of 5'
- Goal 1.2: Provide convenient and safe pedestrian connections within ¼ miles of all commercial and employment centers, transit routes, schools and parks
 - This project provides sidewalks to enable multi-modal connections to transit routes and employment centers
- Goal 1.3 Provide design features on roadways, such as street trees within buffers, street furniture and sidewalk widths that improve the safety and comfort level of all users and contribute to the City's environmental goals.
 - This project includes street tree plantings within buffers where appropriate as well as 7' wide sidewalks and a 10' wide shared use path.
- Goal 1.4: Explore and implement safe, convenient and visually attractive crossing alternatives to enable pedestrians and bicycles to cross major thoroughfares
 - The project provides for visible, safe pedestrian crossings at intersections.
- Goal 1.5: Continue to include bicycle and pedestrian accommodations in conjunction with the planning and design of all major road projects, all new development and road paving projects
 - The project provides for consistent 5' wide buffered bike lanes northbound and

southbound on Emmet Street., The only exception is the 4' wide bike lanes under the railroad bridge where widening of the road does not allow a 5' wide bike lanes.

- Goal 1.6 Consistently apply ADA standards to facility design and ensure that accessible curb ramps exist at all pedestrian crossings where conditions allow.
 - Curb ramps will be provided at all crossings.

Urban Design:

- Goal 1: Continue Charlottesville's history of architectural and design excellence by maintaining existing traditional design features while encouraging creative, context-sensitive, contemporary planning and design.
 - Per the public comment received, design focus is on seeking to provide and enhance multimodal connections between the surrounding neighborhoods.
- Goal 1.1: Emphasize the importance of public buildings, public spaces, and other public improvements as opportunities to promote a sense of place and a welcoming environment for residents and visitors.
 - The project will encourage pedestrian use through accessible design concepts. Enhanced landscaping will be incorporated into the final design.
- Goal 1.2: Promote Charlottesville's diverse architectural and cultural heritage by recognizing, respecting, and enhancing the distinct characteristics of each neighborhood.
 - This project will receive a Certificate of Appropriateness from the City's Board of Architectural Review if required.
- Goal 1.3: Facilitate development of nodes of density and vitality in the City's Mixed Use Corridors, and encourage vitality, pedestrian movement, and visual interest throughout the city
 - The project provides for upgraded pedestrian and bicycle facilities will enhance the neighborhoods and corridor, including adjacent UVA facility development areas.
- Goal 1.4: Develop pedestrian-friendly environments in Charlottesville that connect neighborhoods to community facilities, to commercial areas and employment centers, and that connect neighborhoods to each other, to promote a healthier community.
 - The project provides for an upgraded multi-modal connection from Barracks Road Shopping Center and associated commercial uses, UVA student housing, Grounds, the UVA athletics complex, the Ivy Road Redevelopment, and surrounding neighborhoods.
- 1.5: Encourage community vitality and interaction through the incorporation of art in public spaces, neighborhoods, signage, and gateways.
 - Opportunities for art, such as at the tunnel, will be considered in appropriate areas.
- 1.6: Encourage the incorporation of meaningful public spaces, defined as being available to the general public, into urban design efforts.
 - The creation of consistent pedestrian space will encourage public space use.
- 1.7: Promote design excellence for public projects and installations at all scales.
 - The request for proposals created a project development process centered around design. The extensive public participation process is ensuring design excellence -is sought in meeting the community's present and future needs.

Alignment with City Council's Vision and Strategic Plan:

Approval of this agenda item upholds the City’s commitment to create “a connected community” by improving upon our existing transportation infrastructure. In addition, it would contribute to Goal 3 of the Strategic Plan, to be “A Beautiful and Sustainable Natural and Built Environment” by meeting Objective 3.1 Engage in robust and context sensitive urban planning and implementation; Objective 3.2. Provide reliable and high-quality infrastructure; and Objective 3.3. Provide a variety of transportation and mobility options.

Community Engagement:

To help guide the project, the City appointed a project Steering Committee. The process also involves coordination with the following City Council appointed stakeholder groups:

- Office of the Architect for UVA
- The UVA Foundation
- ADA Advisory Committee
- Bicycle and Pedestrian Advisory Committee
- Barracks Road Shopping Center
- PLACE Design Task Force
- Planning Commission
- Tree Commission

The City of Charlottesville has provided multiple opportunities for the public to provide input into the plan development process. A project website, an on-line survey, two community events (Community Information Meeting 1 5/12/18 and UVA Student Information Meeting 9/17/18) as well as steering committee meetings occurred between April 18th and December 19th. The steering committee meetings were open to the public. Information presented and gathered at the meetings can be found at www.emmetstreetscape.com, however a summary of each event is below:

Project Website:

The Project website (www.emmetstreetscape.com) contains information that has been presented to date as part of the process. Information presented includes:

- Project purpose
- Study area
- Project schedule
- A “resource” page that provides access to information presented and gathered from community events, and information presented at the stakeholder meetings
- A contact form
- A “get involved” page
- An initial Emmet Streetscape “needs and preferences” survey

As of December 27, 2018, the project website has logged over 1,900 unique page views, and approximately 800 unique users.

Community Event 1: Open House, May 12, 2018

A Streetscape Summit was held on Saturday, May 12 at the Cavalier Inn from 9:00 AM to 12:00 PM. The event was set up as an interactive workshop designed to gather input on the Emmet Streetscape project. The event was organized in a variety of stations to help inform the understanding of existing conditions as well as potential concepts that would be incorporated into the streetscape design. The stations focused on community values, issues and needs, and design elements. In addition to the activity stations, participants were invited to participate in a walkabout of the study area. The online Emmet Streetscape Needs and Preferences Survey was featured at the workshop and remained open until January 2019.

Summary documents provided on www.emmetstreetscape.com briefly summarize the community input data collected at the event and offers stakeholders and community members the opportunity to see the thoughts of others in the community. In addition to data collected in person, the event served as the launch for the online Emmet Streetscape Needs and Preferences Survey.

Online Emmet Streetscape Needs and Preferences Survey:

The online Emmet Streetscape Needs and Preferences Survey became active on May 12, 2018 and is currently still open. A total of 69 participants provided 2,067 data points and 67 written comments. The goal of the survey was to educate the public about the project and collect feedback on project priorities, tradeoffs to help direct design, and design preferences related to function and aesthetics. The survey was design to mirror the activities of the in-person activities at the Streetscape Summit, and included questions on the following topics:

- **Trips and mode of travel**
 - The 69 respondents reported on a typical week making 636 drive trips, 44 bike trips, 160 walking trips, and 113 transit trips on Emmet Street in the study area.
- **Priority ranking of potential improvement strategies**
 - The three highest rated improvements were accessible and safe crosswalks, coordinated traffic signals, and shade trees.
- **Vehicular speeds**
 - 51% of respondents selected that reducing the speed limit in the study corridor is “very important” or “moderately important” and 49% selected that it’s “not important.”
- **Physical separation of bicycles and pedestrians from vehicles**
 - 94% of respondents selected that it’s “very important” or “moderately important” to provide separate dedicated spaces for pedestrian and bicycles.
- **Protection of bicycles and pedestrians with design features**
 - 81% of respondents selected that it’s “very important” or “moderately important” to protect pedestrians and bicycles from vehicle traffic through features such as a curb, plantings, or bollards.
- **The preferred location of the shared-use path (east of west side of the street)**

- 60% selected a preference for the west side (JPJ Arena side).

Community Event 2: UVA Student Information Meeting – September 17, 2018

Project team members held an open house on September 17, 2018, at Lambeth Commons from 5:00 PM to 6:30 PM. The open house allowed the public and stakeholders, with an emphasis on the UVA student community, to view the streetscape concept that was developed based on previous engagement events, including the Streetscape Summit, Emmet Streetscape Needs and Preferences Survey, and Steering Committee meetings. The event was designed as an informal meeting with large plots of the concept, illustrative cross sections, traffic exhibits, and a summary of engagement results. In addition to collecting general comments, the Open House collected specific feedback on priority considerations (as identified in earlier engagement efforts) and access control at two locations along the corridor.

An overview of the Open House is available on the project website www.emmetstreetscape.com. The overview points out common themes and takeaways from the feedback received during the event, as well as noting the written comments received on the worksheets.

Steering Committee and Stakeholder Meetings

Throughout the process, the design team collaborated with the Steering Committee and various other boards, committees and agencies to receive input and feedback during the design process. Steering committee meetings were open to the public. The following groups were met with on the following dates:

- Steering Committee: April 18, 2108, August 9, 2018, and December 19, 2018.
- City Council: August 6, 2018.
- Planning Commission Work Session: December 18, 2018

Meeting agendas and summaries can be found under the resources tab on the project website www.emmetstreetscape.com. Additionally, a Technical committee was formed which is comprised of representatives from appropriate City departments. The technical committee held meetings on the project on April 18, 2108 and August 9, 2018. The technical committee meetings confirmed input received from the public and stakeholder groups could be technically attained and then maintained.

Additional coordination meetings with UVA were held on February 7, March 23, April 17, July 26, and September 17. Of particular note and as discussed at these meetings, regarding the shared use path tunnel, it is the City's intent to have the tunnel as close to the bridge abutment as possible. Final tunnel location is subject to negotiation with the railroad that owns the right of way being crossed by the tunnel. The design team is performing geotechnical and design efforts to justify to the railroad the closest tunnel location possible, preferably twenty (20) feet or less.

Budgetary Impact:

The preferred Conceptual Design Concept falls within the established budget comprised of a

combination of City, State and Federal funding sources. The current draft of the City of Charlottesville FY 2020-2024 Capital Improvement Program includes an additional appropriation to enable a betterment for undergrounding of franchise utilities along E. Market Street and 9th Street. If the appropriation were to be approved in the upcoming CIP, then overhead franchise utilities would be placed underground as part of the project.

Recommendation:

Staff recommends approval of the preferred Conceptual Design Concept and authorization to proceed with commencement of the final design phase of the project.

Alternatives:

None.

Attachments:

Link to materials from January 8, 2019 Planning Commission meeting:

<http://www.charlottesville.org/home/showdocument?id=63963>

(item begins on page 131 of the package)

Preferred Conceptual Design

Resolution of the Charlottesville Planning Commission

Resolution for City Council

PowerPoint Presentation for City Council

Preferred Concept Option



**RESOLUTION
OF THE CHARLOTTESVILLE PLANNING COMMISSION
RECOMMENDING THE EMMET STREETScape PROJECT IS IN
CONFORMANCE WITH THE CITY'S COMPREHENSIVE PLAN**

Whereas, this Planning Commission and City Council jointly held a public hearing on the proposed Emmet Streetscape Project concept, after notice given as required by law, NOW THEREFORE,

BE IT RESOLVED that this Planning Commission confirms that the general character, location and extent of the proposed improvements are substantially in accord with the City's adopted Comprehensive Plan or part thereof.

Adopted by the Charlottesville Planning Commission, the 8th day of January, 2019.

Attest: 
Secretary, Charlottesville Planning Commission

RESOLUTION
APPROVING THE EMMET STREETScape PROJECT
PREFERRED CONCEPTUAL DESIGN

WHEREAS, on January 8, 2019, the Planning Commission held a public hearing on the proposed Emmet Streetscape Project, after notice given as required by law and, pursuant to Va. Code Sec. 15.2-2232, the Planning Commission determined that the features set forth within the Preferred Conceptual Design are substantially in accordance with the City's adopted Comprehensive Plan, and recommended approval thereof; and

WHEREAS, on January 8, 2019, the Planning Commission adopted a resolution recommending approval by City Council of the Emmet Streetscape Project, and certified a copy of the Resolution to Council for its consideration; and

WHEREAS, on February 4, 2019 City Council, after notice given as required by law and in accordance with Va. Code Sec. 15.2-2232, considered the Planning Commission's recommendation as well as matters presented by public comment; now, therefore,

BE IT RESOLVED that this City Council concurs with the Planning Commission that the general character, location and extent of the Emmet Streetscape Project concept are substantially in accord with the City's adopted Comprehensive Plan or part thereof, and this Council approves the matters set forth therein.

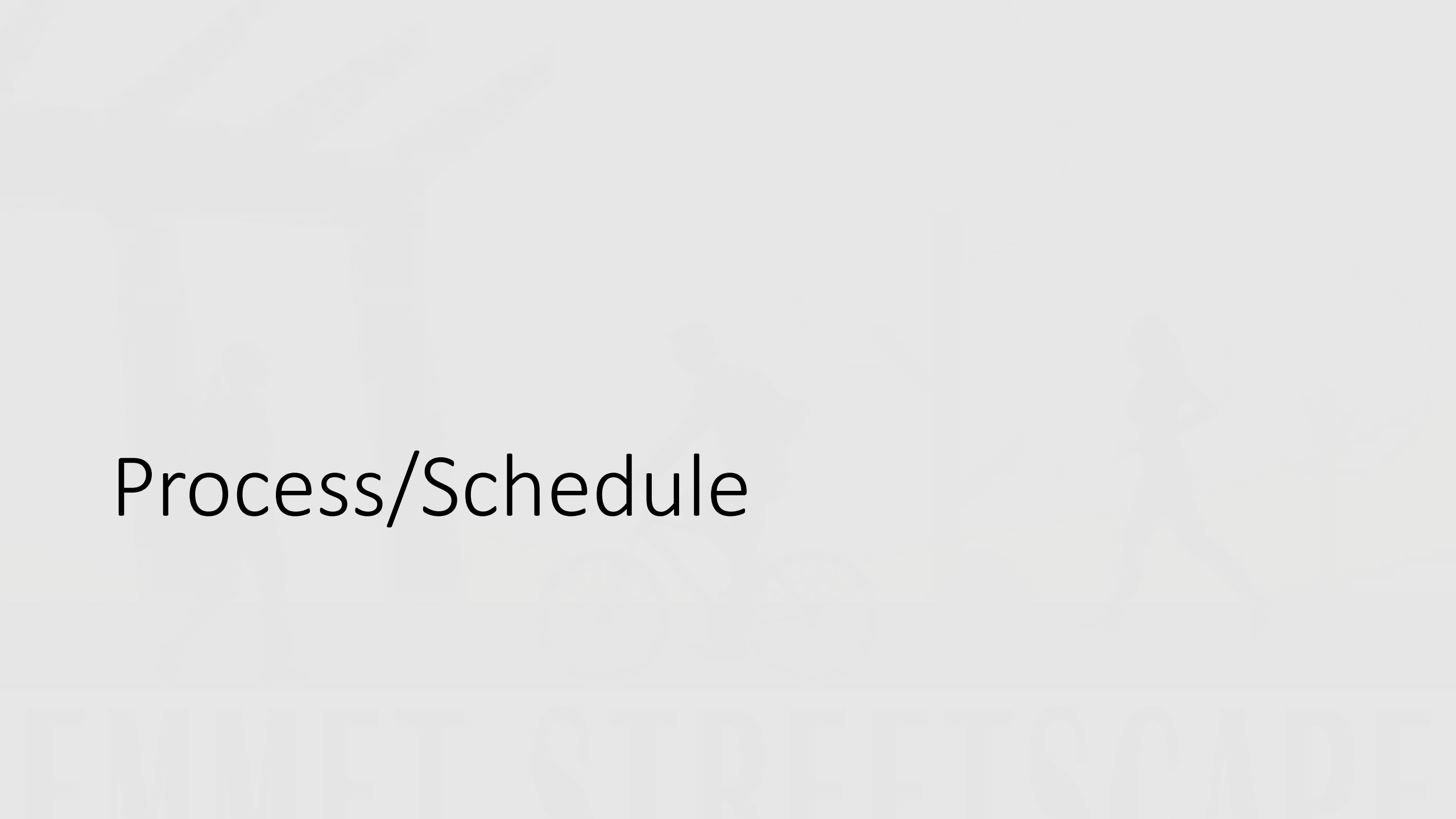


City of Charlottesville
City Council
February 4, 2019

Tonight's Agenda



- **Process/Schedule**
- **Public Engagement Overview**
- **Conceptual Design Review**
- **Review for Comprehensive Plan Consistency**
- **Next Steps**



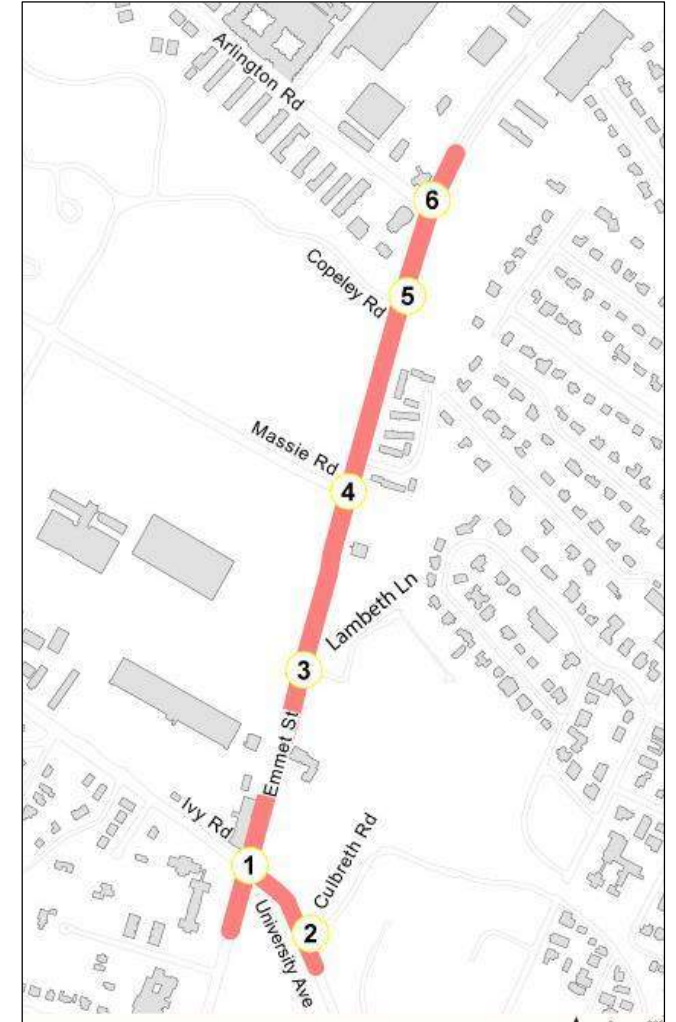
Process/Schedule

Smart Scale Project Description

Objective: A complete street that works for all users

Features:

- Bike lanes on both sides
- 10-ft asphalt multi-use path
- Audible pedestrian signals & ADA standard curb ramps
- 5-ft grassy buffer planted with street trees between the multi-use path and Emmet
- Landscaped center median extended to the ped. bridge
- Bus shelters and optimize/consolidate bus stops
- Traffic signal coordination



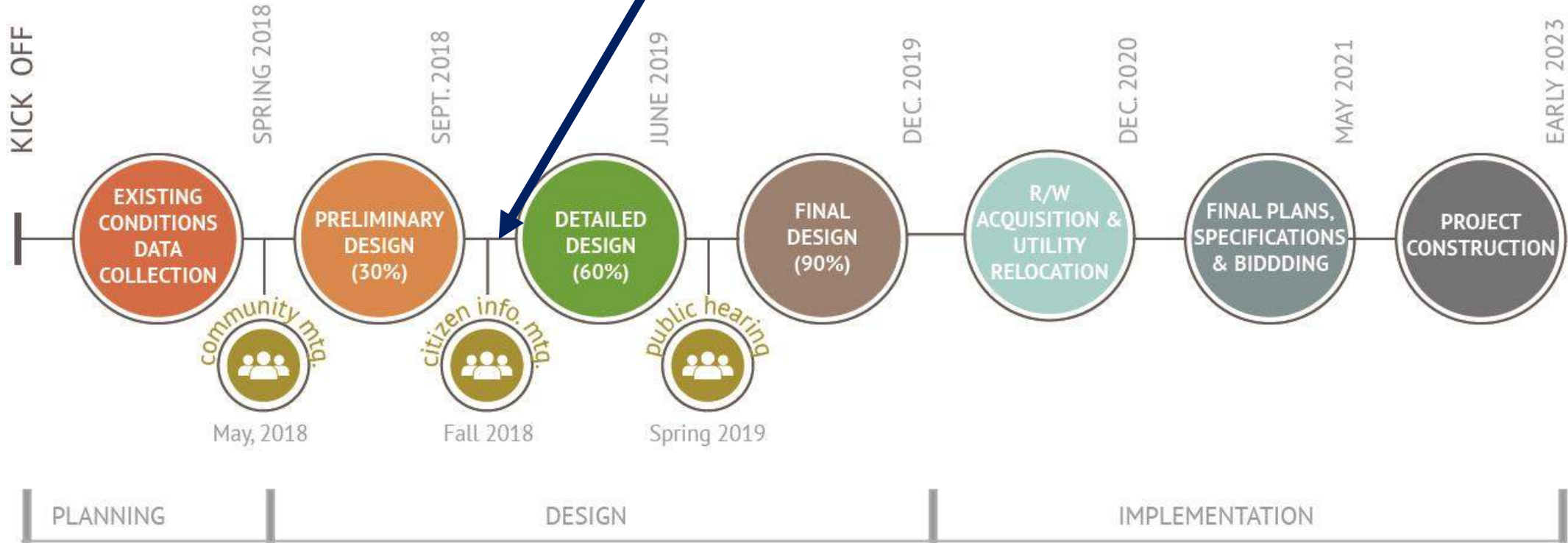
Emmet Street Corridor



Process/Schedule



We are here!



Includes:

- Stakeholder Coord.
- Community Engagement
- Streetscape Concepts
- Citizen Information Mtgs.
- City Council Briefing
- Citizen Streetscape Workshop

Includes:

- Stakeholder Coord. (on-going)
- Community Engagement (on-going)
- Citizen Informations Meetings
- City Council Briefing
- Final Design and R/W acquisition

Includes:

- Right-of-Way Acquisition
- Utility Relocation
- Construction Advertisement
- **Construction Begins May, 2021**

Public Engagement Overview

Steering Committee

- Gregg Bleam, Lewis Mountain Neighborhood Assoc.
- Thomas Funari, Federal Realty, Barracks Road Shopping Center
- Lisa Green, Planning Commission
- Alex Ikefuna, Neighborhood Development Services
- Laura Knott, Tree Commission
- Hamilton Lombard, Venable Neighborhood Assoc.
- Mary Hughes, University of Virginia
- Beth Meyer, Lewis Mountain Neighborhood Assoc.
- Claude Morris, Buckingham Branch Railroad Company
- Peter Ohlms, Bike & Pedestrian Advisory Committee
- Abigail Palko, The Meadows Neighborhood Assoc.
- Vipul Patel, Gallery Court Hotel
- Nat Perkins, P.E., UVA Foundation
- Rebecca White, University of Virginia
- Peter Russell, Tree Commission
- Jess Wenger, Fry's Spring Neighborhood Assoc.
- Bobbie Williams, Jefferson Park Ave Neighborhood Assoc.

Website - <http://www.emmetstreetscape.com/>



Public Outreach & Engagement

- 4/18/18: Steering Committee Meeting
- 5/12/18: Community Info. Mtg. 1
- 8/9/18: Steering Committee Meeting
- 9/13/18: CAT/UTS Meeting
- 9/17/18: UVA Student Info. Meeting



Public Outreach & Engagement

Key Feedback: **Community Info. Meeting 1**

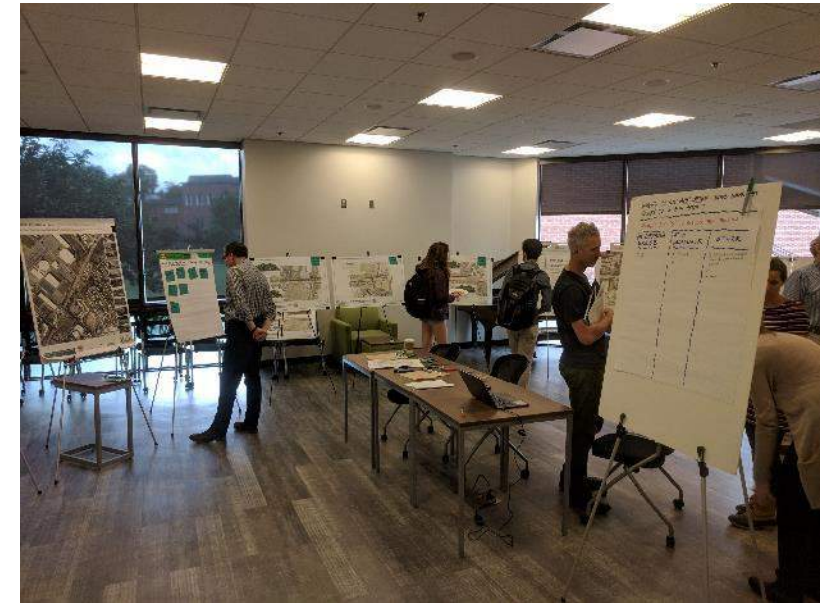
- Understanding use and perceptions
 - ***Autocentric, congested, unsafe....***
- Understanding vision for future use
 - ***Safe, walkable, bike and pedestrian friendly***
- East or West Tunnel location
 - ***11 of 14 prefer West***
- Walking Tour (Valuable Feedback!)
 - ***Not accommodating for pedestrians or bikes.***



Public Outreach & Engagement

Key Feedback: [UVA Student Info. Mtg.](#)

- Understanding student use
 - **Improve bike/ped facilities, safety at Emmet/Ivy/University is important, Central & North Grounds, Barracks Road Shopping Center are major destinations**
- Vision for future use
 - **Protected and raised bicycle lanes, better bike and pedestrian accommodations at Emmet/Ivy/University**
- East or West Tunnel location
 - **East side preferred by some because it's convenient for Lambeth residents, west side preferred by some because of major destinations, east side deviation from the street would be a safety concern**



Provide your
input on the
Emmet
Streetscape
Project!



We value your input for how to best incorporate new dedicated bike lanes, shared-use path and bus stop accommodations on the Emmet Street corridor.

Help us in developing the overall function of the corridor.

www.emmetstreetscape.org



Public Outreach & Engagement

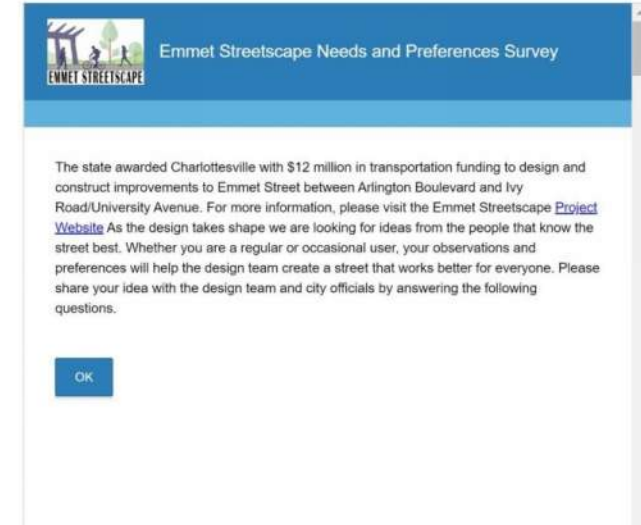
Key Feedback: [Website Survey](#)

- Understanding current use and perceptions
 - **Concerns about traffic, lack of bike/ped accommodations, traffic signal coordination**
- Understanding vision for future use
 - **Accessible and safe crosswalks, coordinated traffic signals, and separate & dedicated spaces for bikes and peds identified as top priorities**
- East or West Tunnel location
 - **60/40 preference for west side**



Please take our survey

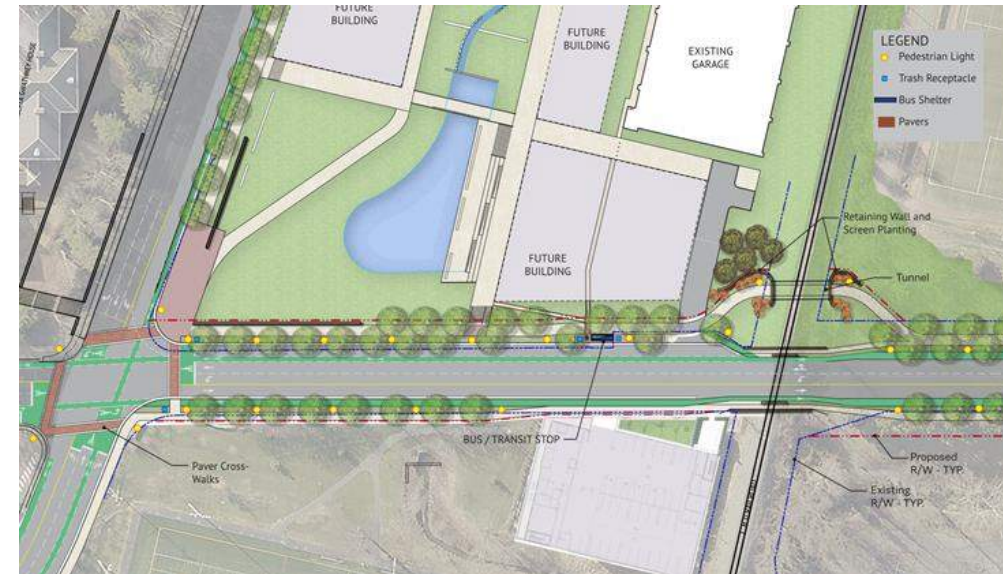
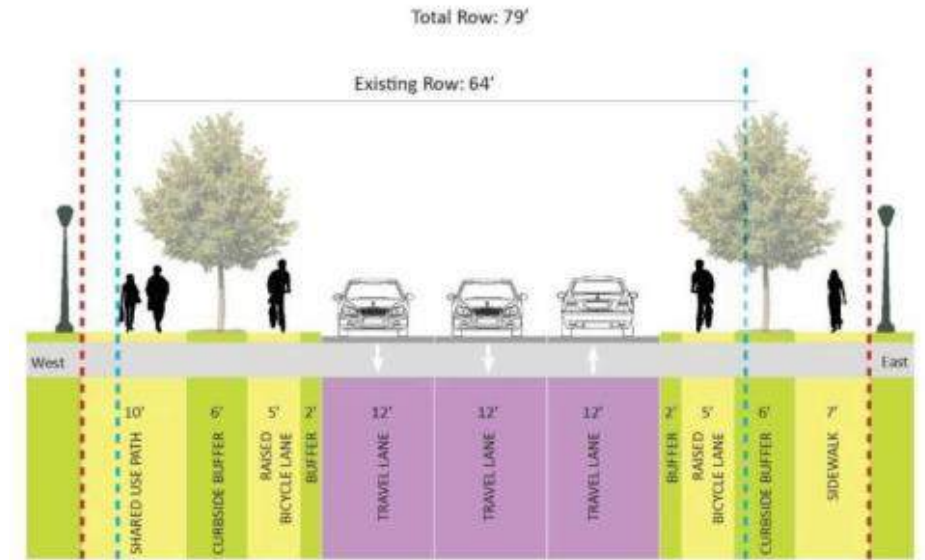
You can complete it here below, or visit [this link](#)



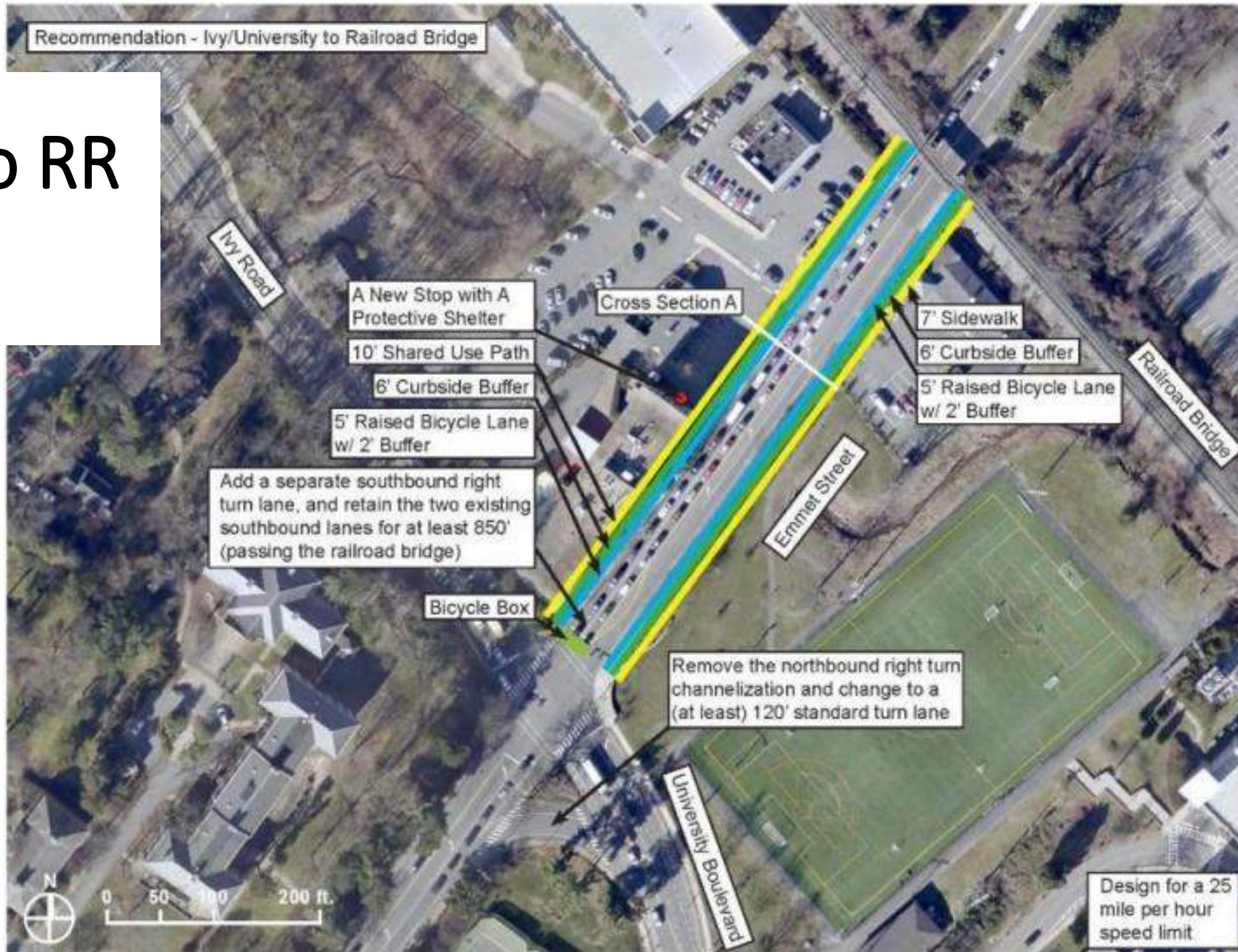
Conceptual Design Review

Study Options

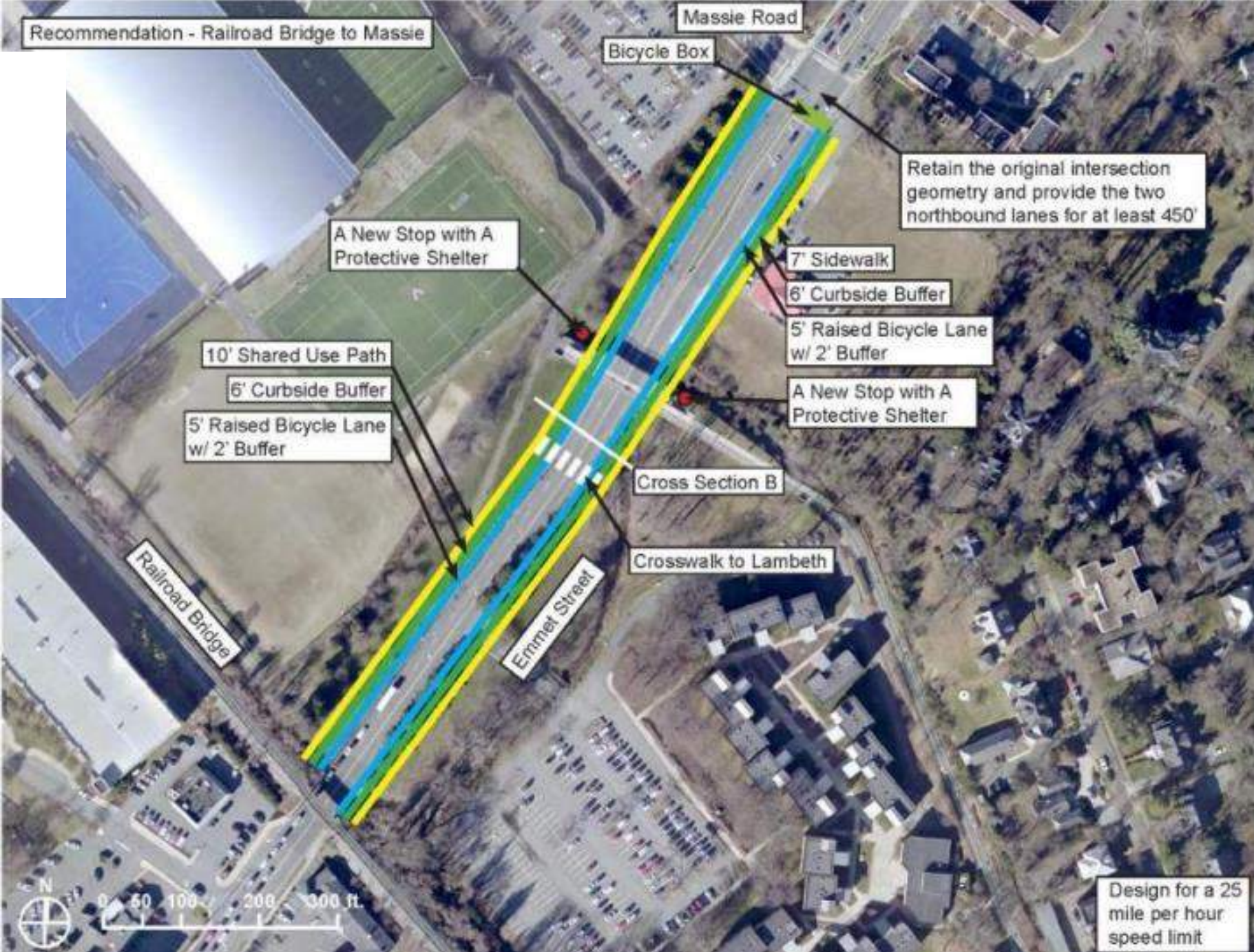
- SUP Path Location
- Bike Lane Configuration
- Mid-block crossing at Goodwin Bridge
- Width configurations
- Transit



Emmet/Ivy to RR Concepts



RR to Massie Concepts



Massie to Arlington Concepts





Concept Options

EMMET STREETSCAPE

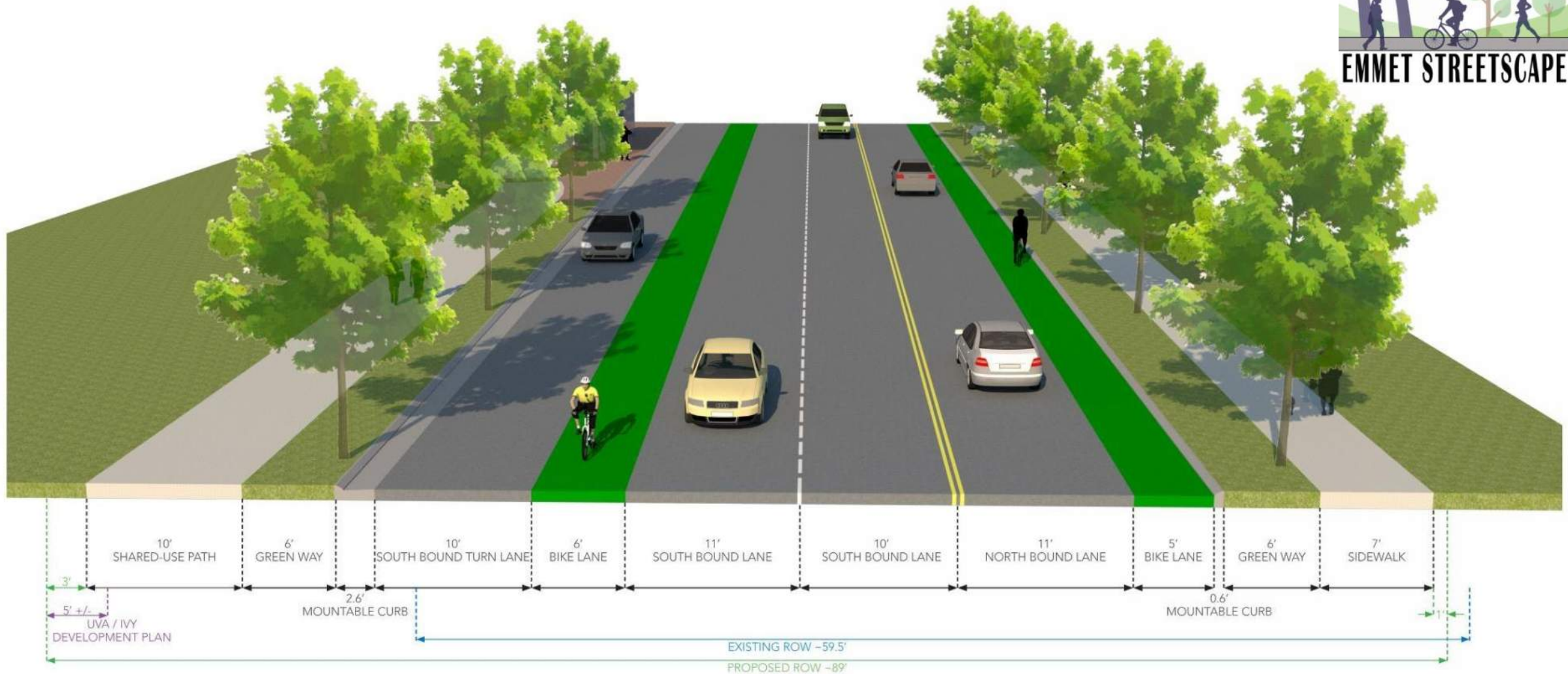
Preferred Concept Options



- Recommendations from the Multimodal Study
- Bike lane
- Shared-Use Path
- Transit
- Traffic operations



Typical Section – Emmet St. at Ivy Rd.



Section A: Emmet Southbound Approach to Ivy Rd. Emmet Streetscape Improvements

Typical Section – Emmet St. RR Underpass



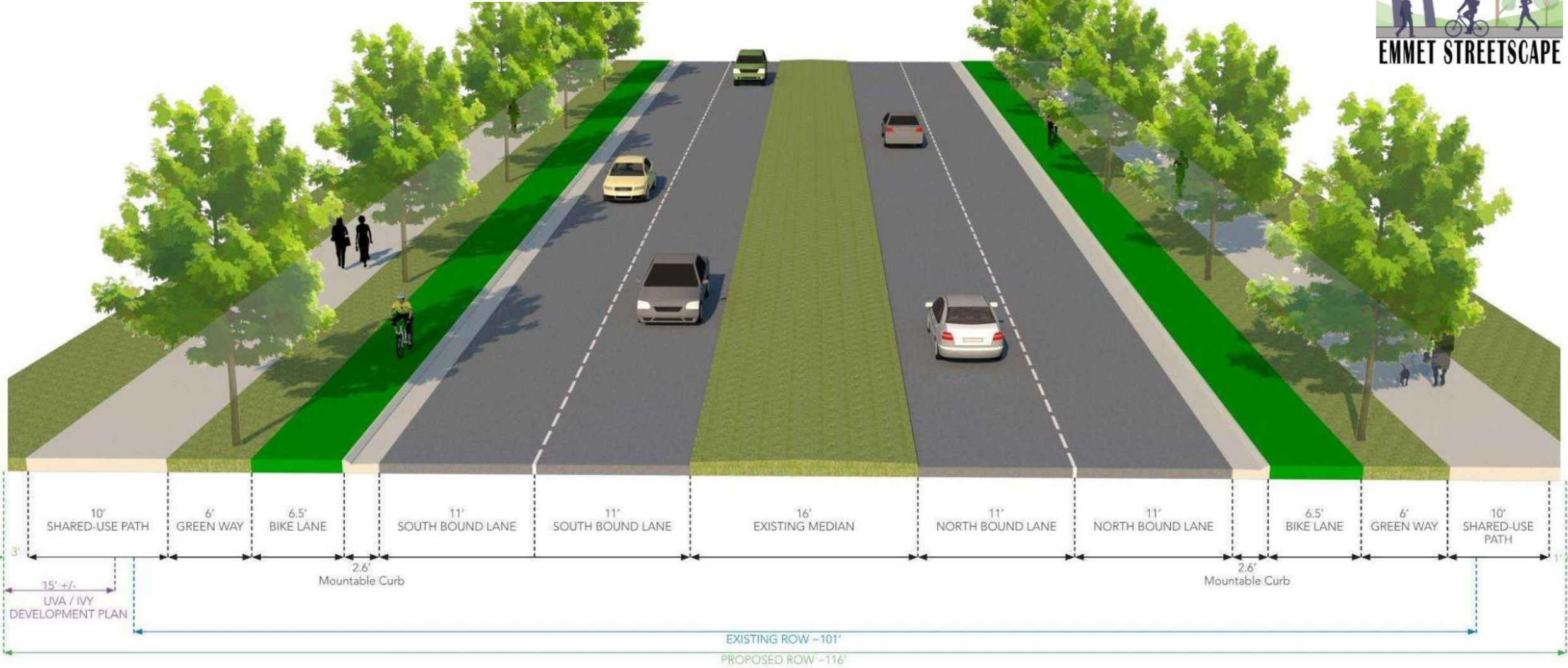
Section B: Railroad Underpass Southbound Emmet Streetscape Improvements

Typical Section – RR Underpass to Massie Rd.



Section C: Railroad Underpass to Massie Rd. Emmet Streetscape Improvements

Typical Section – Massie Rd. to Arlington Blvd.



Section D: Massie Rd. to Arlington Blvd Emmet Streetscape Improvements

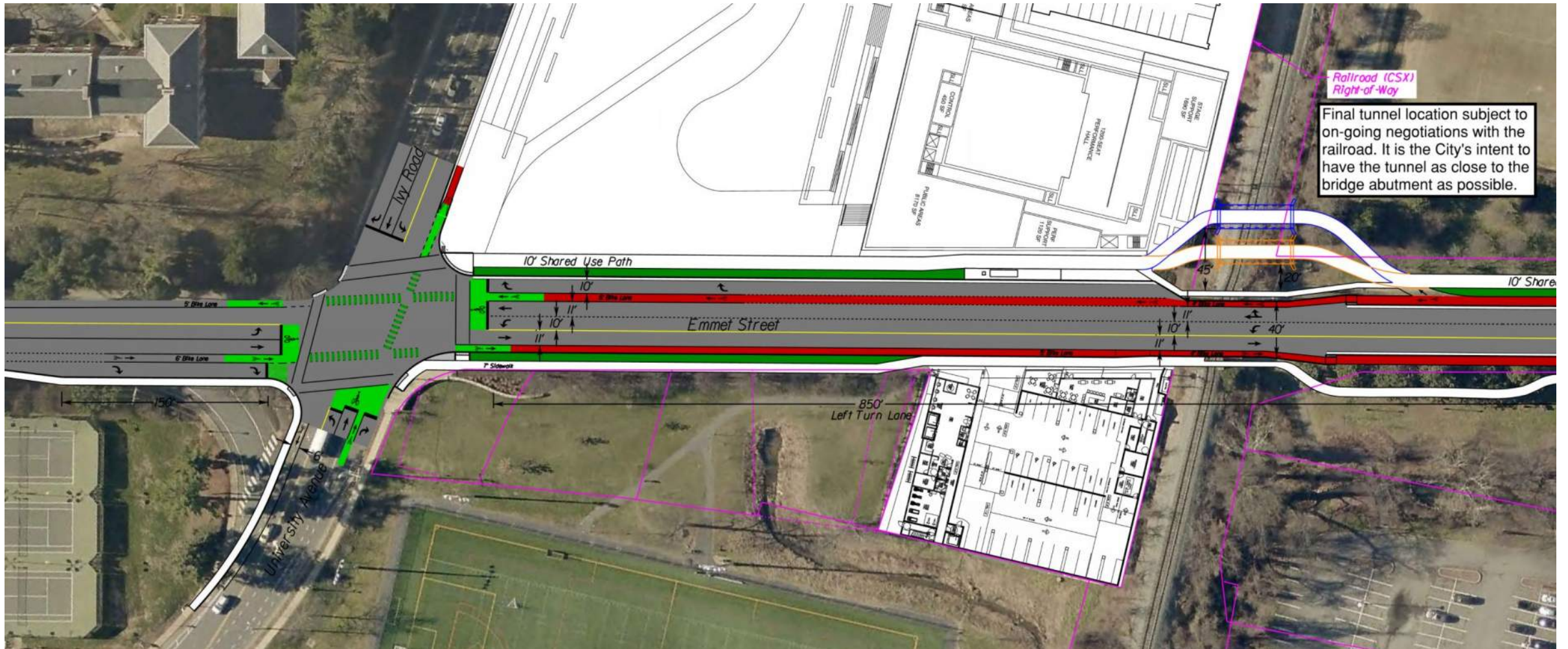
Concept Option



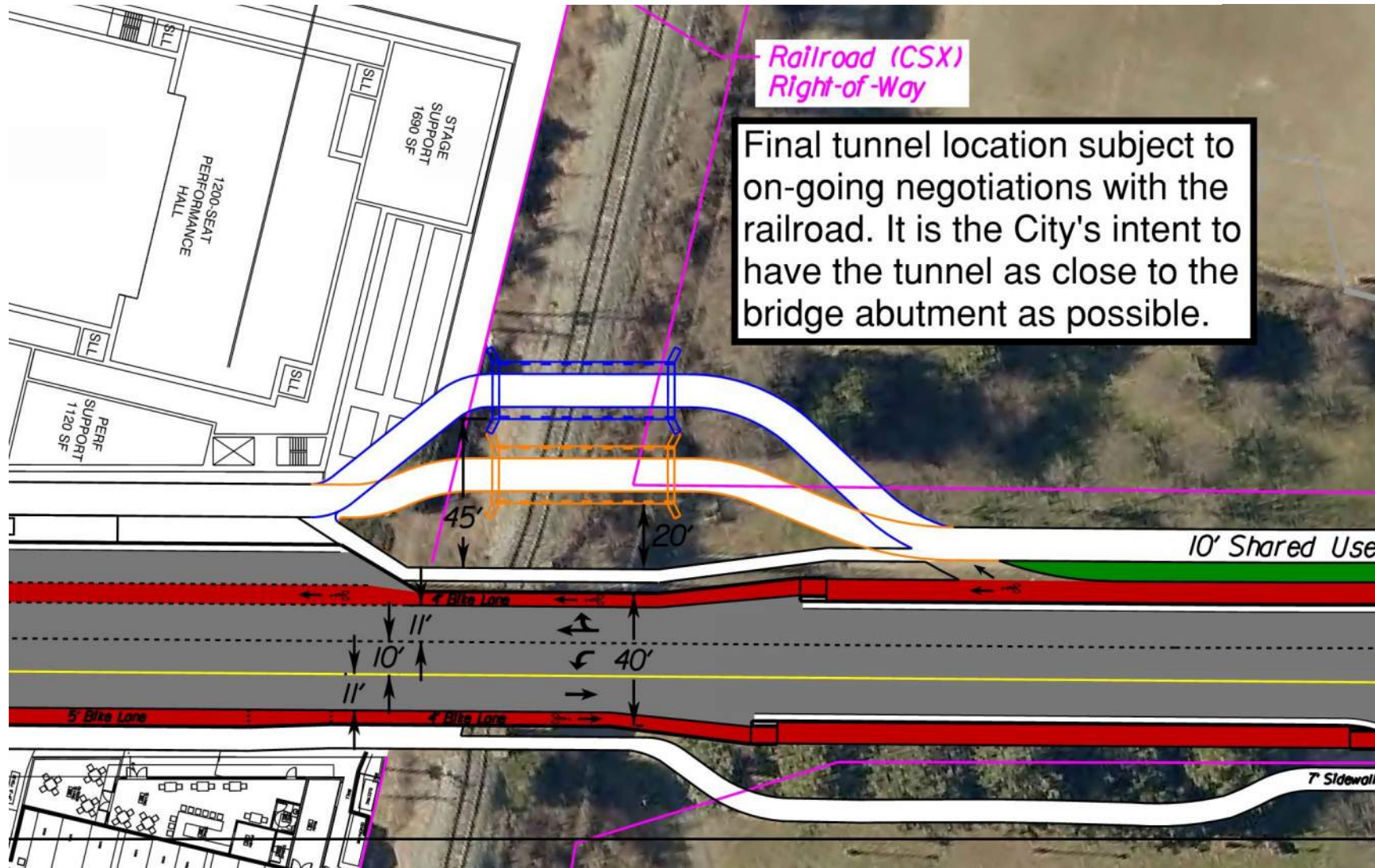
Emmet Streetscape Improvements Proposed Concept



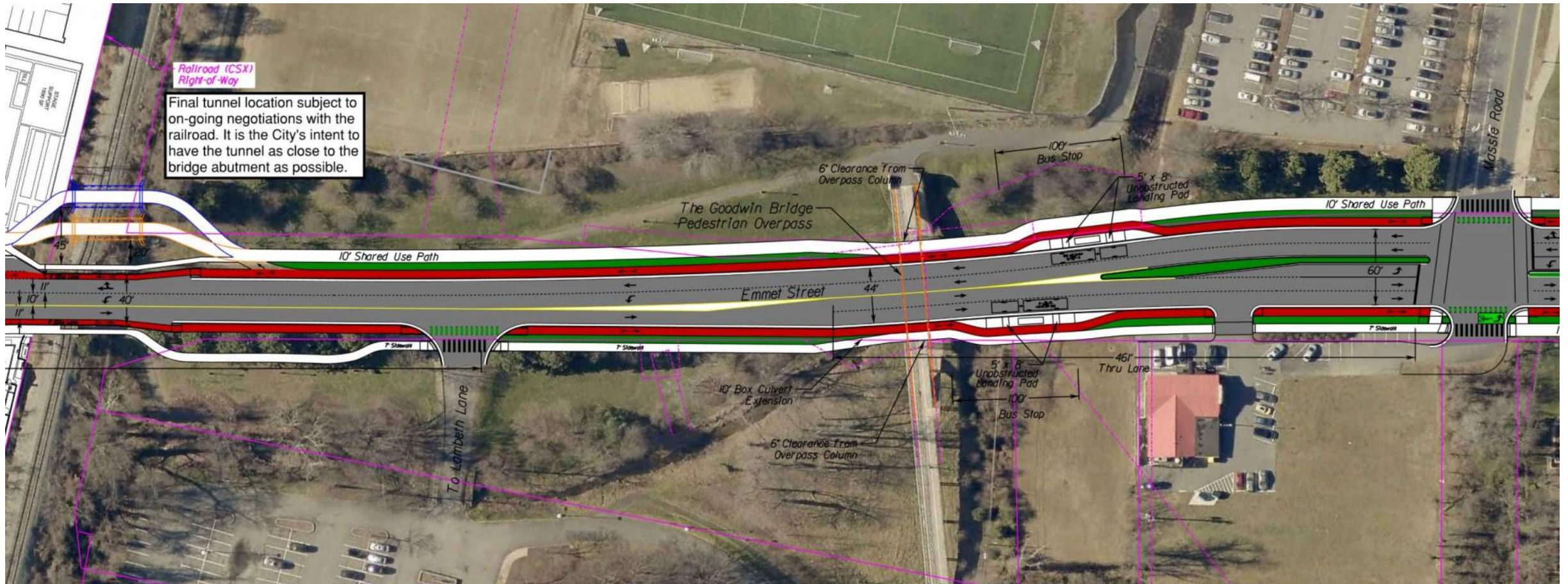
Emmet/Ivy to RR



Emmet/Ivy to RR – Inset of Tunnel



RR to Massie



Massie to Arlington





Shared-Use Path Tunnel

Emmet Street RR Bridge

Bridge #: 1834
Type: I-Beam 48'-91/4"
Clearance: 19' – 7" B/R to Ground
Built: 1934
E70 Loading
Ballast Deck

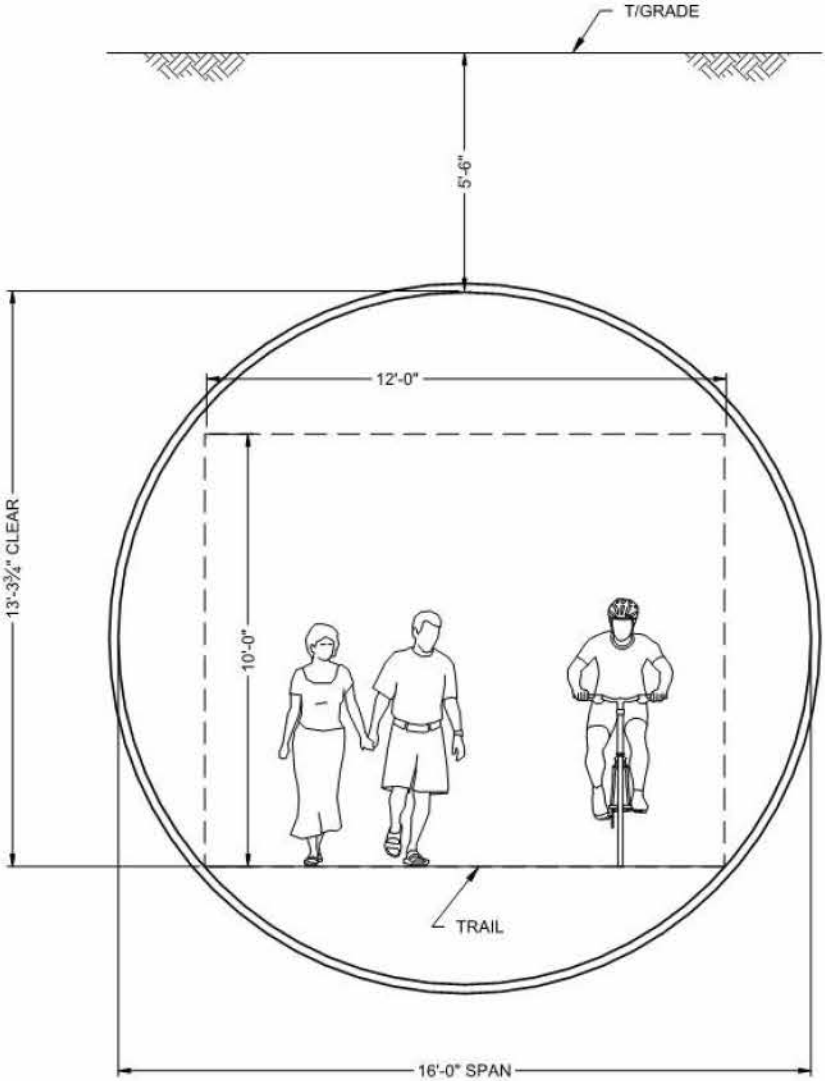


south approach



north approach

Concept Design



16'-0" Diameter Option

Approximate Area: 142 sq. ft. used, 203 sq. ft. total

- NOTES
- MEASUREMENTS ARE TO THE INSIDE CRESTS OF THE CORRUGATION
 - DIMENSIONS ARE SUBJECT TO MANUFACTURING TOLERANCES

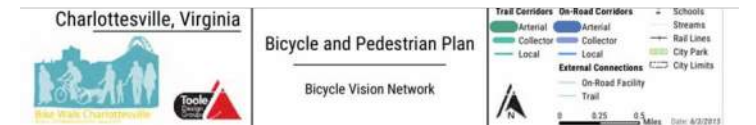
Liner Plate Underpass



Review for Comprehensive Plan Consistency

Comprehensive Plan Compliance

- The Bicycle and Pedestrian Master Plan Vision Network identifies a shared use path arterial between Ivy Road and Angus Road.
- Bike lane facilities on Emmet Street are included in the City's Bikeway Facility Recommendations
- Both bike and pedestrian improvements are key components of the approved SmartScale funding.
- Will provide critical north-south arterial link for connecting the bike and trail network in the northwestern area of the City.
- Addresses a critical need for multi-modal improvements at the Ivy Road and Arlington Boulevard intersection



Next Steps

- Citizens Information Meeting
 - May 2019
- Project Scoping
 - June 2019
- Public Hearing
 - November 2019



Thank you!

Questions?



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



Agenda Date:	February 4, 2019
Action Required:	Resolution
Presenter:	Brennen Duncan, City Traffic Engineer
Staff Contacts:	Brennen Duncan, City Traffic Engineer Tony Edwards, NDS Manager
Title:	5th / Ridge / McIntire Multimodal Corridor Study

Background:

The 5th Street corridor is classified as a principal arterial roadway, providing access into the City of Charlottesville from the I-64 interchange and points south of the City. The corridor is experiencing increasing traffic demand due to both regional growth, and continued local development projects. As the volumes continue to increase, the City is seeing increasing congestion, and increasing needs for safe and efficient multimodal access along the corridor. Over the past few years, citizens have been raising concerns regarding travel speeds, traffic safety, traffic volumes and congestion, difficult pedestrian conditions, and anticipated impacts of numerous land development projects. The project limits of the study are from Harris Road on the south to Harris Street on the north.

Purpose

The study provided by EPR PC consultants, developed a list of short term and long-term recommendations that will improve the corridor for all users. Based on feedback from the community, it assesses existing and desired conditions for pedestrians, bicyclists, and transit users. It develops what types of street improvements may be needed in the future as traffic rises. After a thorough examination, the study provides recommendations to address multiple safety issues. This information will provide the City with project prioritization and readiness for funding opportunities.

Discussion:

On January 8, 2019 the Planning Commission held a hearing to review the proposed 5th / Ridge / McIntire Multimodal Corridor concept, from the intersection of Harris Street and McIntire along McIntire Road / Ridge Street / 5th Street Extended to the intersection of Harris Road and 5th Street SW, and found that the character and extent of the proposed improvements are substantially in accord with the City's adopted Comprehensive Plan or part thereof.

Alignment with City Council's Vision and Strategic Plan:

The project supports City council's "A Connected Community" vision. It contributes to Goal 3 Beautiful Environment, in providing reliable and high quality infrastructure of the Strategic Plan, to be a safe, equitable, thriving and beautiful community.

Community Engagement:

- 1/17/18: Community Meeting 1
- 7/12/18: Community Meeting 2
- Project website

General Themes from these meetings:

- Improve safety/reduce speed south of Cherry/Elliot
- Improve intersection safety, especially for bikes/pedestrians
- Tie key bike/pedestrian destinations into corridor with trail connections
- Improve egress (congestion/safety) from key side streets
- Separation and protection for bikes/peds from vehicles
- Use corridor to close key gaps in bike/pedestrian network
- Improve traffic flow
- Respect context and history

On January 8, 2019, a presentation of the study was made at a Public Hearing with the Planning Commission. The Planning Commission has approved that the study's character and extent of the proposed improvements are substantially in accord with the City's adopted Comprehensive Plan or part thereof.

Budgetary Impact:

None at this stage. City staff will continue to apply for state and federal funding to support implementation of specific elements of these recommendations.

Recommendation:

Staff recommends approval to accept the study as a guiding document for future multimodal and safety improvements along the corridor as funding becomes available.

Planning Commission recommended approval in the attached resolution.

Alternatives:

The council could not accept the findings of the study acceptable as a guiding document for future multimodal and safety improvements along the corridor as funding becomes available.

Attachments:

Planning Commission Resolution

Materials from the January 8, 2019 Planning Commission meeting:
<http://www.charlottesville.org/home/showdocument?id=63963> (beginning on page 176)

Report: <http://www.5thridgemcintireplan.com>

**RESOLUTION
OF THE CHARLOTTESVILLE PLANNING COMMISSION
RECOMMENDING THE PLANNING CONCEPTS IN THE
5TH/RIDGE/MCINTIRE MULTIMODAL STUDY IS IN
CONFORMANCE WITH THE CITY'S COMPREHENSIVE PLAN**

WHEREAS, this Planning Commission and City Council jointly held a public hearing on the proposed 5th /Ridge/McIntire Multimodal Study, after notice given as required by law, NOW THEREFORE,

BE IT RESOLVED that this Planning Commission confirms that the general character, location and extent of the proposed improvements are substantially in accord with the City's adopted Comprehensive Plan or part thereof.

Adopted by the Charlottesville Planning Commission, the 8th day of January, 2019.

Attest: 

Secretary, Charlottesville Planning Commission

**RESOLUTION
OF THE CHARLOTTESVILLE CITY COUNCIL CONFIRMING THAT
THE 5TH / RIDGE/McINTIRE MULTIMODAL STUDY
IS IN CONFORMANCE WITH THE CITY'S COMPREHENSIVE PLAN**

WHEREAS, on January 8, 2019 the Planning Commission held a public hearing on the proposed 5th/Ridge/McIntire Multimodal Study, after notice given as required by law and, pursuant to Va. Code Sec. 15.2-2232, the Planning Commission determined that the features set forth within the study are substantially in accordance with the City's adopted Comprehensive Plan, and recommended approval thereof; now, therefore,

BE IT RESOLVED that this City Council concurs with the Planning Commission that the general character, location and extent of the features and improvements set forth within the study are substantially in accord with the City's adopted Comprehensive Plan or part thereof, and this Council approves the matters set forth therein.

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CITY OF CHARLOTTESVILLE, VIRGINIA



CITY COUNCIL AGENDA

Agenda Date: February 4, 2019

Action: Approval of Historical Society Lease Agreement

Presenter: Paul Oberdorfer, Director of Public Works

Staff Contacts: Paul Oberdorfer, Director of Public Works
John C. Blair, II, City Attorney

**Title: Albemarle-Charlottesville Historical Society
Lease of McIntire Building Public Hearing**

Background:

The McIntire Building, built for use as a City library by Paul Goodloe McIntire, is one of the more stately properties in Charlottesville. It was first leased to the Albemarle-Charlottesville Historical Society (ACHS) in 1993 after an extensive renovation organized by the Society, using a combination of donated funds and a loan from the City. The Society became a center of culture, drawing professional and amateur historians to the downtown area.

Discussion:

On September 18, 2017, City Council extended the current 2013 Lease Agreement with ACHS to March 1, 2018. It was understood at the March 5, 2018, City Council meeting that ACHS intended to meet with their board regarding the goals on or before the expiration of the lease. ACHS did not meet the March 1, 2018 goals, and Council reiterated with the Society that the goals were a condition of granting a lease extension. The Society agreed to meet with their board and returned to Council on April 2, 2018, at which time Council approved a one-year extension of the lease that terminates at midnight on April 30, 2019.

The Council discussed two possible revisions to a proposed lease at its January 22, 2019 meeting. The proposed lease incorporates both of those revisions. The lease before the Council for consideration is for a term of three years with the possibility of two separate one year renewals pursuant to the written agreement of the City and ACHS. The lease also removes the requirement that the City appoints one third of the ACHS Board of Directors.

As this is a lease of City property, Virginia Code Section 15.2-1800 requires the Council to conduct a public hearing before agreeing to the lease.

Community Engagement:

City Council discussed the proposed lease at its January 22, 2019 meeting and received a number of comments from ACHS representatives. The Council will conduct a public hearing to receive feedback at this evening's meeting.

Alignment with City Council's Vision and Strategic Plan:

1. A Center for Lifelong Learning:

The Historical Society and its presence in Charlottesville are intended to allow all citizens in our community to learn about its rich, diverse and sometimes tumultuous past.

2. Charlottesville Arts and Culture:

The Historical Society and its location in downtown Charlottesville attract both historians and those simply interested in the area's history to visit not only ACHS but also the many surrounding areas and venues reflected in the exhibits and materials on display at the Historical Society.

Budgetary Impact:

Fair Market Value of the property is estimated at the \$15/square foot or \$114,090/year. The proposed Lease Agreement of \$750.00/month (\$9,000/year) for the first year with ACHS will have a budgetary impact of \$105,090/year in lost lease revenue, compared to the property being leased at market value.

Recommendation:

Staff recommends approval of the draft lease as presented with the Council's proposed revisions.

Alternatives:

Council can propose amended terms to the draft lease or Council may deny its approval of the lease.

Attachments:

Ordinance

Draft Proposed Lease Agreement

ORDINANCE
APPROVING THE LEASE OF CITY-OWNED PROPERTY
AT 200 SECOND STREET, N.E. TO THE
ALBEMARLE CHARLOTTESVILLE HISTORICAL SOCIETY

BE IT ORDAINED by the Council for the City of Charlottesville, Virginia, that the City Manager is hereby authorized to sign the following document, attached hereto, in form approved by the City Attorney or his designee.

Lease Agreement between the Albemarle County Historical Society d/b/a Albemarle Charlottesville Historical Society (Lessee) and the City of Charlottesville (Lessor) for the lease of property at 200 Second Street, N.E.

THIS LEASE AGREEMENT, made as of this ____ day of _____, 2019, by and between the **CITY OF CHARLOTTESVILLE, VIRGINIA**, hereinafter the "Landlord", and the **ALBEMARLE COUNTY HISTORICAL SOCIETY**, a Virginia non-profit, non-stock corporation d/b/a the **ALBEMARLE CHARLOTTESVILLE HISTORICAL SOCIETY**, hereinafter the "Tenant";

WITNESSETH:

That Landlord hereby leases unto the Tenant and the Tenant hereby agrees to lease from the Landlord that lot located at 200 Second Street, N.E., Charlottesville, Virginia, and containing the McIntire Library Building and grounds, being more particularly described in a deed conveying the lot to the City of Charlottesville recorded among the records of the Charlottesville Circuit Court Clerk's Office in Deed Book 33 at Page 92, hereinafter referred to as the "Premises."

1. **TERM.** The Term of this Lease shall be for a period beginning at 12:01 AM, **May 1, 2019** ("Commencement Date") and terminating at midnight on **April 30, 2022** ("Expiration Date"). This Lease may be renewed in a writing signed by both parties for a maximum of two (2) periods for a term of one (1) year for each separate period. This Lease may be terminated by the Landlord, provided the Landlord provides written notice of such termination to the Lessee at least sixty (60) days prior to the effective date of termination. The parties mutually agree that this Lease shall supersede and replace the existing lease agreement between the City and the Tenant for the Premises dated April 17, 2018.
2. **RENT.** The Landlord agrees that the Premises shall be leased to the Tenant for seven hundred fifty dollars (\$750.00) per month. The monthly rent shall increase by five percent (5%) on an annual basis starting May 1, 2020. The rent increase shall become effective on May 1 of each calendar year.
3. **TENANT ALTERATIONS.** Any alterations, additions and improvements to the Premises must be approved by Landlord prior to the commencement of construction. Except as otherwise provided hereafter, all such alterations, additions, and improvements to the Premises shall ensure to the benefit of and shall be the property of the Landlord.
4. **LANDLORD'S COVENANTS.**
 - A. Landlord covenants and agrees to:
 1. Comply with the requirements of applicable building and housing codes materially affecting health and safety;
 2. Make, coordinate and pay for all routine repairs and maintenance of the exterior premises, including but not limited to, exterior painting and roof repairs;
 3. Maintain in good and safe working order and condition all of the electrical, plumbing, sanitary, heating, ventilating, air-conditioning and other utility or mechanical systems located within the Premises;
 4. Provide property insurance for the replacement value of the Premises, covering damages caused by structural, mechanical, or systems issues related to the building and grounds.

- B. Landlord further covenants that the Tenant, on performing the covenants and conditions contained in this Lease, may peaceably and quietly have, hold and enjoy the leased Premises, subject to the other terms of this Lease.

5. TENANT'S COVENANTS.

Tenant covenants and agrees to:

- A. Keep and maintain the Premises in good, clean and safe condition, including:
1. Tenant shall comply with obligations imposed upon tenants by applicable building and housing codes materially affecting health and safety;
 2. Tenant shall use all appliances, and all electrical, plumbing, sanitary, heating, ventilating, air-conditioning and other systems, in a reasonable and safe manner;
 3. Tenant is responsible for paying all utilities to serve the Premises, including fire monitoring, electricity, water, sewer and natural gas;
 4. Tenant agrees to pay all costs resulting from the intentional or negligent destruction, damage or removal of any part of the Premises by the Tenant or by any sub lessee of the Tenant.
 5. Tenant shall maintain the grounds of the Premises, to include mowing, leaf removal, litter removal, landscaping and tree maintenance according to the City property maintenance codes;
 6. Tenant shall remove snow and ice from all walks and steps following City property maintenance codes;
 7. Tenant shall make an annual report to City Council about the progress of Tenant's various programs related to Council goals, to be provided in January of each year of the lease Term.
- B. Tenant shall immediately notify the Landlord of any condition on the Premises that constitutes a fire hazard or other serious threat to the life, health or safety of the occupants of the Premises. Additionally, the Tenant shall provide prompt written notice to the Landlord of any defects or malfunctions in the Premises or in any of the equipment, appliances or parts thereof, as soon as the Tenant becomes aware of them.
- C. Tenant covenants and agrees that upon the expiration or termination of this Lease: (i) the Tenant will deliver the Premises in the same condition in which they were received, ordinary wear and tear excepted; and (ii) the Premises shall be thoroughly cleaned. In the event any of the above conditions have not been met by Tenant prior to its vacation of the Premises, the Tenant agrees to pay all costs and expenses incurred by the Landlord to do so.
- D. Tenant agrees to release, indemnify, protect, and hold the City, its officers, agents and employees harmless from any loss, liability or obligation of any nature whatsoever, which may occur by reason of the Tenant's use of the Premises. This indemnification shall continue in full force and effect notwithstanding the termination of this Agreement. The Tenant shall maintain in force comprehensive public liability insurance coverage in a

minimum amount of \$1,000,000, with an insurer authorized to do business in Virginia. Such policy shall name the City as an additional insured and shall provide that such coverage shall not be cancelled without thirty (30) days written notice to the City. The Tenant shall submit evidence of such insurance coverage to the City Attorney for approval prior to the commencement date of this lease.

- E. The Tenant shall not deliberately or negligently destroy, deface, damage, impair or remove any part of the Premises or permit any other person to do so. Tenant shall be liable for all costs and expenses necessary to repair or replace the Premises, or any portion thereof, as a result of such deliberate or negligent acts.
- F. Tenant shall not commit or permit any waste or nuisance on or about the Premises, nor do anything that might create a hazard of fire on or within the Premises.
- G. Tenant shall not sublet any portion of the property without written consent of the Landlord.

6. DAMAGE TO PREMISES.

- A. In the event the Premises are destroyed or substantially damaged by fire or other casualty, and thereby rendered unfit for occupancy, the Term of this lease shall, at the option of either party upon reasonable notice to the other, terminate as of the date of such damage. Under those circumstances, accrued rent shall be paid up to the time of such damage. If neither party desires to terminate the Lease, the Landlord shall enter and repair the Premises with reasonable speed and rent shall be waived during any period in which the Premises remain unfit for occupancy. Once the Premises have been restored to a condition which is suitable for occupancy, the Tenant's rental obligation shall re-commence, but may be reduced by a reasonable amount for any period during which repairs continue, until such repairs have been completed.
- B. The Landlord shall maintain fire and extended coverage insurance on the Premises in an amount deemed adequate by the Director of Finance for the City of Charlottesville.
- C. The Tenant shall, at its own cost and expense, obtain adequate coverage for insuring the contents of the building against fire, theft or other peril, and the City expressly disclaims any liability for damages or loss of any nature whatsoever which may occur to the property of the Tenant, its members, or others while such property is located on the Premises.

7. **INDEMNIFICATION.** The Tenant agrees to indemnify the City, its officers, agents and employees and hold them harmless from any loss of any nature whatsoever, which may occur by reason of the Tenant's use of the Premises. The Tenant shall maintain in force comprehensive public liability insurance coverage in a minimum amount of One Million Dollars (\$1,000,000.00), and Workers' Compensation coverage statutory to the Commonwealth of Virginia, with an insurer authorized to do business in Virginia. The comprehensive liability policy shall name the City as an additional insured and shall provide that such coverage shall not be cancelled without thirty (30) days written notice to the City. Liability and Workers' Compensation coverage shall waive subrogation against the City. The Tenant shall submit evidence of such insurance coverage to the City Attorney, via a certificate of insurance issued on the Acord Form 25 or such other form as acceptable to the City Attorney, for approval prior to the commencement date of this lease and within 10 days of the renewal of said coverage.

8. **SUBLET OR ASSIGNMENT.** The Tenant shall have no right to assign or sublet the Premises to any other party without the prior written consent of the Landlord, which consent shall be entirely within the discretion of the Landlord. The Landlord acknowledges that a portion of the building basement has been sublet by the Jefferson Madison Regional Library (JMRL). The Tenant shall be required to provide the Landlord evidence of comprehensive public liability and

workers' compensation insurance coverage for JMRL or any other sub-tenant occupying the Premises. Coverage shall provide a minimum limit of One Million Dollars (\$1,000,000.00) per occurrence, with an insurer authorized to do business in Virginia. Liability policy shall name the City as an additional insured. Liability and Workers' Compensation coverage shall waive subrogation against the City and shall provide that such coverage shall not be cancelled without thirty (30) days written notice to the City. The Tenant shall submit evidence of such insurance coverage to the City Attorney, via a certificate of insurance issued on the Acord Form 25 or such other form as acceptable to the City Attorney, for approval prior to the commencement date of this lease and within 10 days of the renewal of said coverage. The Tenant shall provide the Landlord with a copy of the current sublease with the JMRL upon the Landlord's request.

9. **ACCESS.** The Landlord shall have the right to enter the Premises during normal business hours in order to inspect the Premises, make necessary agreed repairs or exhibit the Premises to either prospective or actual purchasers, tenants, workers or contractors. The Landlord may so enter without the consent of the Tenant at any time in case of emergency. Except in the case of emergency, or if it is impractical to do so, the Landlord shall give the Tenant reasonable notice of its intention to enter.
10. **HOURS OF OPERATION.** Tenant shall establish regular hours during which the Premises will be open to the public. As a minimum, the Premises shall be open to the public 5 full days per week, forty eight (48) weeks per year. For this purpose, a full day shall be deemed to be six (6) hours.

11. **DEFAULT; TERMINATION.**

- A. The following shall constitute events of Default by Tenant: (i) any material breach of this Lease by Tenant, including, without limitation, any breach that substantially affects the health or safety of any person; (ii) Tenant's abandonment of the Premises; (iii) Tenant's failure to make any payment of rent under this lease for a period of fifteen (15) days after written notice; (iv) use of the Premises by Tenant or others for any illegal purposes; (v) Tenant's denial of any right reserved in this Lease to the Landlord; (vi) filing by the Tenant or against the Tenant in any court pursuant to any statute of a petition of bankruptcy or insolvency or for reorganization or for the appointment of a receiver or trustee of all or a portion of Tenant's property or an assignment by the tenant for the benefit of creditors, provided that such proceedings are not dismissed within 90 days after the commencement of same; (vii) failure by the Tenant to maintain its status as a non-profit, non-stock organization, and (viii) the institution of legal proceedings by or against Tenant to levy upon or dispose of Tenant's leasehold interest in the Premises.
 - i. If Tenant is in default for non-payment of rent, and such default continues for thirty (30) days following written notice from the Landlord demanding possession of the Premises or the payment of rent, then the Tenant shall thereby forfeit its right to possession of the Premises. In such case, Tenant's possession may, at the Landlord's option, be deemed unlawful and the Landlord may proceed to recover possession through all lawful means and proceedings.
 - ii. In the event of a default for reasons other than failure to pay rent, the Landlord shall serve Tenant with a written notice stating the acts or omissions constituting the default and stating that the Lease will terminate, as set forth within the notice, upon a date not less than 30 days after Tenant receives the notice, unless the default is remedied within 21 days. If the breach is remediable by repairs or the payment of damages, and Tenant adequately remedies the breach within 21 days or such longer period of time as Landlord may specify in writing, the Lease shall not

terminate. However, if a particular default is not remediable, Landlord's written notice to Tenant may state the acts and omissions constituting the default and state that the Lease will terminate upon a specific date, which date shall not be less than 30 days after Tenant receives the notice.

- iii. In the event the Landlord pursues any remedies referenced above, the Tenant shall be liable as follows: (a) for all installments of rent and other charges that are past due, and those that are due and owing for the remainder of the Term of this Lease which shall immediately become due and payable; (b) for all expenses that may be incurred by the Landlord for re-letting the Premises, including, without limitation: brokerage, advertising, cleaning, repairing, redecorating and refurbishing expenses; (c) for any court costs incurred by the Landlord for possession of the Premises and for collection of unpaid rent or other charges under this Lease agreement; and (d) for reasonable attorney's fees incurred by the Landlord to obtain possession of the Premises or to collect rent, damages, or other charges under this Lease agreement.
- B. The following shall constitute events of Default by Landlord: (i) any material breach of this Lease by Landlord, including, without limitation, any breach that substantially affects the health or safety of any person; and (ii) Landlord's failure to comply with any laws pertaining to this Lease agreement.
- i. In the event of a Default by Landlord the Tenant shall serve a written notice to the Landlord specifying the acts or omissions constituting the Default and stating that this Lease agreement will terminate on a specific date not less than 30 days after receipt of the notice if such breach is not remedied within 21 days. If the breach can be remedied by repairs, and the Landlord adequately remedies the breach prior to the date specified in the notice, this Lease agreement shall not terminate.
 - ii. The Tenant may not terminate this agreement for a condition caused by the deliberate or negligent act of the Tenant, sublessees or invitees.
 - iii. The Tenant may recover damages and reasonable attorney's fees and may obtain any other action or remedy permitted by law for Landlord's failure to abide by the provisions of this Lease agreement. The Tenant's recourse to any particular remedy shall not deprive him of any other action or remedy.
- C. Prior to Expiration, if the Tenant deserts the Premises, the Landlord may deem the Lease in default and the Premises to be abandoned. The Landlord shall post in a conspicuous area on the Premises a notice declaring the Premises abandoned. Thereafter, the Landlord may enter and secure Premises and, after compliance with any applicable provisions of state law, the Landlord shall be entitled to possession.
- D. Upon termination or expiration of this lease, Landlord shall have the right to reenter and repossess the Premises and may dispossess the Tenant and remove the Tenant and all other persons and property from the Premises. Tenant shall leave the Premises in good and clean condition, ordinary wear and tear excepted.
12. **NOTICES.** All notices required by this Lease, and all correspondence concerning this Lease, shall be sent by United States mail (postage prepaid), to the following individuals:
- A. To Landlord: to the attention of the City Manager for the City of Charlottesville, addressed as follows: P. O. Box 911, Charlottesville, Virginia 22902.
 - B. To Tenant, to the address for the Premises, or such other address as the Tenant may designate in writing from time to time.

13. **HEADINGS.** The headings of the sections of this Lease are inserted for convenience only and do not alter or amend the provisions that follow such headings.
14. **GOVERNING LAW.** This Lease shall be construed, interpreted and applied in accordance with the laws of the Commonwealth of Virginia.
15. **SEVERABILITY.** Any provision of this Lease which is prohibited by, or declared by a court of competent jurisdiction to be unlawful or unenforceable under Virginia law shall be ineffective only to the extent of such prohibition or declaration; the remaining provisions of this Lease shall remain in full force and effect.
16. **NO WAIVERS.** Failure of the Landlord to insist, in any one or more instances, upon a strict performance of the covenants of this lease, or to exercise any option herein contained, shall not be construed as a waiver or a relinquishment of such right, but the same shall continue and remain in full force and effect. No waiver by the landlord of any provision hereof shall be deemed to have been made unless expressed in writing and signed by the Landlord.
17. **AMENDMENTS.** This lease may not be amended or modified except by written agreement signed by both parties.
18. **BENEFITS.** This agreement is binding upon and shall inure to the benefit of all the respective parties hereto, their respective successors, legal representatives and assigns.
19. **ENTIRE AGREEMENT.** This lease shall constitute the full and complete agreement between the parties, and no other prior or contemporaneous writings or statements shall be of any consequence or have any legal effect.

WITNESS the following signatures and seals.

CITY OF CHARLOTTESVILLE, VIRGINIA

By: _____

Title: _____

ALBEMARLE COUNTY HISTORICAL SOCIETY

By: _____

Title: _____

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



Agenda Date:	February 4, 2019
Action Requested:	Resolution
Presenter:	Brenda Kelley, Redevelopment Manager, City Manager's Office
Staff Contacts:	Mike Murphy, Interim City Manager Brenda Kelley, Redevelopment Manager, City Manager's Office
Title:	Charlottesville Redevelopment and Housing Authority (CRHA) – Drawdown Request of Previously Appropriated Funds - \$908,249

Background:

As the largest provider of affordable and low income housing in the City of Charlottesville, CRHA's efforts to provide quality housing for the low income community in our City is of paramount importance. City Council's support of CRHA's efforts is critical to retaining and increasing the supply of low income and affordable housing stock within the Charlottesville community.

The City and CRHA have pursued successful partnerships together in the recent past that have resulted in job creation, apartment unit rehabilitation and community empowerment outcomes. Creating and retaining truly affordable housing remains a challenge in our community. Recognizing this, CRHA has embraced a redevelopment process that is resident and community led. While City leaders and the community continue to request that CRHA aggressively pursue redevelopment and affordable housing development planning, CHRA has limited funding in which to accomplish this. Currently using resources from its limited operating budget, CRHA continues to pursue redevelopment of its public housing sites, but at a limited capacity. A Redevelopment Committee comprised of residents, community members, and CRHA and City staff, and appointed by the CRHA Board of Directors, meets regularly to research and plan redevelopment, generally moving recommendations forward to the CRHA Board for approval.

During the spring and summer of 2018, a two-part Request for Development Partner was issued by CRHA. Following review of proposals and recommendation by the Redevelopment Committee, the CRHA Board approved entering into an Agreement with a selected Development Team at their September 2018 Board meeting. A Memorandum of Understanding (contract) with the Development Team was adopted and executed by the CRHA Board on January 7, 2019. The current top priorities of redevelopment include renovation of Crescent Halls and development of new housing on the vacant land on the South 1st Street site. An application for Site Plan approval has been submitted and an application for LIHTC funding in March 2019 is anticipated.

In anticipation of future redevelopment and in order to help CRHA improve existing conditions, the City has allocated funding over many years to various public housing improvement activities. Some of these funds have not previously been used, accessed or drawn down.

Discussion:

CRHA has approached the City to request that previously allocated funding be provided and/or re-allocated to support various redevelopment activities, as follows:

Source of Existing Funds	Funds Available	CRHA Use of Funds
FY2011 allocation for “implementation and predevelopment funds for the renovation of the Crescent Halls site”	\$ 150,000	Redevelopment activities associated with Crescent Halls
FY2015 allocation for Modernization Coordinator position (CAHF)	\$ 90,416	Repurpose funds for: CRHA Redevelopment Project Coordinator position; future CRHA relocation specialist position
2016 Marriott proffer for the redevelopment of Westhaven and other CRHA housing sites. Virginia Code Section 15.2-2303.2 requires that cash proffers be used for capital improvements.	\$ 300,000	Use of funds for: -Professional Surveying and environmental survey services -Relocation and moving services for Crescent Halls residents -"Parallel Track"/repairs and rehab at other sites
FY2018 Public Housing Redevelopment (CIP funding) FY2109 Public Housing Redevelopment (CIP funding)	\$ 558,967	-Relocation and moving services for Crescent Halls residents -Redevelopment legal counsel -Redevelopment admin/overhead costs -Misc. redevelopment planning expenses -Professional Surveying and environmental survey services -"Parallel Track" repairs and rehab at other sites
Past Due Expenses Owed to the City		Total Due
FY17 Attorney’s Fees, IT User Fees, Telephone Fees; FY18 Attorney’s Fees, IT User Fees, Telephone Fees, IT Infrastructure Fees; FY19 FY IT User Fees, Telephone Fees, IT Infrastructure Fees; FY17-19 Rent		(\$ 191,134)
Balance Available to CRHA		\$ 908,249

In addition, past due tenant expenses are due to the City. That balance has been deducted to provide an up-to-date accounting of funds available to CRHA.

Where applicable, funding will be distributed on a reimbursement basis for funds recently spent. For those activities that CRHA has yet to incur expense(s) and that will require up-front funding, CRHA will be required to provide a detailed activity proposal with specific goals, objectives and funding implementation provisions. A formal agreement between the City and CRHA shall formalize the reporting requirements to support project related payments, which is the same process for any outside agency who receives city funds. The attached draft agreement is subject to change based on any additional conditions or considerations coming from any Council discussion on this item.

Alignment with City Council’s Vision and Strategic Plan:

The overall redevelopment of public housing supports City Council’s visions of Quality Housing Opportunities for All; A Green City; Community of Mutual Respect; and Smart, Citizen-Focused Government. This redevelopment program also contributes to the following Goals of the City’s Strategic Plan: Goal 1: An Inclusive Community of Self-sufficient Residents; and Goal 5: A Well-managed and Responsive Organization.

Community Engagement:

A Redevelopment Committee comprised of residents, community members, and CRHA and City staff, and appointed by the CRHA Board of Directors, meets regularly and provides research, planning, community engagement and guidance to the CRHA Board on redevelopment planning progress. The CRHA Board regularly discusses the status of redevelopment activities as well as taking action on redevelopment milestones at their public meetings.

Budgetary Impact:

No additional funds will need to be appropriated. Funding has been previously allocated.

However, the FY2011 allocations for Crescent Halls (\$150,000) had been reserved within the Charlottesville Area Housing Fund (CAHF) budget for many years. Recently, because these funds had not been drawn down, they were no longer reserved within the CAHF line item. If these funds are to now be allocated to CRHA, and allocated from CAHF, then the current unallocated balance of CAHF (\$184,286.90) will be reduced to \$34,286.90.

Recommendation:

Staff recommends approval of the attached Resolution.

Alternatives:

The City Council may decide to approve allocating a lesser amount of funding or not to approve this item.

Attachments:

Resolution

Draft funding agreement

RESOLUTION

Charlottesville Redevelopment and Housing Authority – Drawdown Request of Previously Appropriated Funds - \$908,249

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that previously appropriated funding to the Charlottesville Redevelopment and Housing Authority is authorized to be allocated to be used to assist to fund various public housing redevelopment activities.

\$240,416	Fund: 426	Project: CP-084	G/L: 540010
\$300,000	Fund: 426	Project: P-00904	G/L: 540010
\$367,833	Fund: 426	Project: P-00937	G/L: 540010

BE IT FURTHER RESOLVED by the Council of the City of Charlottesville, Virginia that \$191,134 of previously appropriated funds in the Public Housing Redevelopment CIP account, is authorized to pay for past due operating costs.

City Council approval



Agency: Charlottesville Redevelopment and Housing Authority (CRHA)

Re: Funding Agreement

Funding: \$908,249

D R A F T

The governing body of the City of Charlottesville has re-appropriated the above funding amounts to be distributed upon execution of this agreement, subject to the following terms and conditions:

1. Funds are to be used for the specific program(s) described in the most recent agenda item acted upon by the City Council of the City of Charlottesville.
2. Where applicable, funding will be distributed on a reimbursement basis for funds spent within CRHA's current (unaudited) fiscal year.
3. For those activities that CRHA has yet to incur expense(s) and desires up-front funding, CRHA is required to provide a detailed activity proposal with specific goals, objectives and funding implementation provisions. This activity proposal shall be submitted for review and approval to the City Office of Budget and Performance Management.
4. Funding for these programs are contingent upon the receipt and review of quarterly reports by the City Office of Budget and Performance Management. The quarterly reports, at a minimum, should include a brief description of how City funds were used. Quarterly reports are due by the following dates:

May 15, 2019

August 15, 2019

November 15, 2019

February 15, 2020

5. If there are any significant changes to the agency/program being funded (i.e., vacancies or changes in key staff, major program modifications, fiscal challenges, etc.), the Office of Budget and Performance Management must be notified of such changes within 30 days.
6. By accepting the funds the recipient represents and gives assurance that it does not and shall not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin, disability, marital status, sexual orientation, or military status in any activities or operations

funded in whole or in part by the City of Charlottesville. This policy against discrimination applies to both applicants for and participants in any City-funded program. This Funding Agreement shall not be interpreted as prohibiting the acceptance of City funds for a program designed and intended to be gender specific.

7. In the event the Agency fails to perform any of the above terms and conditions, the City reserves the right
 - a. to suspend future payments to the Agency; and/or
 - b. to demand the return and repayment of any funds previously paid to the Agency hereunder. Upon any such demand, the Agency shall promptly return and repay the funds so demanded.

This signed Agreement must be received no later than February 28, 2019. Mail or scan and email the original signed Agreement to:

Ryan Davidson
Office of Budget and Performance Management
PO Box 911
Charlottesville, VA 22902
Fax: 434-970-3890
davidson@charlottesville.org

By signing this agreement all parties agree to adhere to the above terms and conditions.

City of Charlottesville

Charlottesville Redevelopment and Housing Authority

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CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	February 4, 2019
Action Required:	Adoption of Resolution
Presenter:	Mike Murphy, Interim City Manager Alex Ikefuna, Director, NDS
Staff Contacts:	Mike Murphy, Interim City Manager Alex Ikefuna, Director, NDS
Title:	Resources Required for Comprehensive Plan Completion and Long Range Planning

Background:

At the December 17, 2018 City Council meeting, Council directed the City Manager to evaluate the possibility of hiring outside consultants and/or staff to assist with completing the completion of the comprehensive plan, the Housing Strategy and wholesale rewrite of the Zoning Ordinance, including cost estimates for undertaking these projects.

Current Activities

Comprehensive Plan Process: The Planning Commission is currently working on the update of the City's Comprehensive Plan. This work has been ongoing for nearly two years and has seen the change of many key staff and Commissioners. The plan provides a road map for future development and redevelopment activities. With the exception of the community engagement, housing and land use elements, the other chapters of the comprehensive plan are largely completed. There are not adequate staff or Commission resources to complete these elements in a timely fashion without outside assistance. On April 17, 2017, staff requested, and Council approved \$100,000 to enable completion of the Comprehensive Plan. This fund has been used to hire a planning intern, pay for public notices and other soft costs. The fund has a balance of \$85,164.25 and can be used to complete the comprehensive plan.

Affordable Housing Strategy: A Housing Needs Assessment was recently completed by the Partners for Economic Solutions. The report includes the existing conditions of affordable housing in the city as well as baseline data to support development of the Affordable Housing Strategy plan. The Housing Advisory Committee requested, and Council approved, \$200,019.40 to complete the development of Affordable Housing Strategy.

Zoning Ordinance Rewrite: With the comprehensive plan nearing completion, significant resources will be required to rewrite the Zoning Ordinance. Consultation services will be required and staff is requesting a total of \$600,000 for the zoning rewrite.

Long-Range Planner: There has been discussion for nearly two years on whether a long-range planner or a third Assistant City Manager (ACM) should be hired to coordinate long-range planning. Some funding for this position is already appropriated in the current fiscal year in the amount of \$120,336. A Manager of Long Range Planning should be hired reporting to the City Manager's Office. Based on the projected hire date, approximately \$90,000 can be transferred to help fund completion of the comprehensive plan.

Discussion: With the plan nearing completion, staff is requesting the City Council to provide necessary funding to complete the rewrite of the Zoning Ordinance, as well as hire a Long-Range Planner to handle long-range planning and related tasks.

The current Zoning Ordinance was adopted in 2003. Since the adoption, dozens of minor and major changes have been made to the ordinance, and the City has experienced an increase in population growth and development. According to the U.S. Census, the population of the City in 2000 was 45,025 and 43,475 in 2010, down 3.4%. The population rose from 43,475 in 2010 to 47,754 in 2017, and the Weldon Cooper Center projects the City of Charlottesville population to be greater than 52,000 as soon as next year.

The update of the comprehensive plan; in particular, the land use and housing elements, coupled with the conflicts in the Zoning Ordinance warrants a wholesale revision of the ordinance to make it consistent with the comprehensive plan as well as bring a measure of clarity to the regulatory documents and interpretation. Some of the conflicts are apparent and include, for example, the incompatible infill projects on St. Clair Avenue and Booker Street. Other issues range from obstacles to the creation of affordable housing, discouragement of shared parking that could support economic development activities and mixed-use development opportunities; lack of predictability of the development review process; signage issues to growing threat to the quality of the neighborhoods for residential use, etc. The current ordinance does not allow for efficient processes that are user-friendly to citizens, property owners, and developers who use the document. The ordinance needs to be rewritten to strengthen the implementation of the comprehensive plan, ensure protection of the quality of the neighborhoods for residential use, economic and housing diversity, and commitment to social equity.

The 2017 Efficiency Study recommended two staff positions for NDS; one of which was a planner. Hiring of a long-range planner would fulfil this recommendation as well as provide a dedicated long-range planning capacity for NDS. The long-range planner will perform and supervise all aspects of the City's Long Range Planning activities from research and analysis, the preparation of plans and policy updates related to the Comprehensive Plan, neighborhood, corridor and district plans, using accepted methods and practices. The person will also coordinate the compilation, use and distribution of Census, demographic and growth data and provide long-range projections and analysis of other types of planning data and development. A manager of Long Range planning can ensure the rehabilitation of the development review process, ensure appropriate oversight of small area plans, and facilitate implementation of zoning changes. Additional thoughts on the responsibilities for this position are shared as an attachment.

Alignment with City Council's Vision and Strategic Plan:

Since this request is associated with the implementation of the comprehensive plan and long-range planning, it supports all aspects of City Council Vision in one way or another. It contributes to the following 2018-2020 Strategic Plan Goals: Goal 1.3 to increase affordable housing options, 1.1.5 to intentionally address issues of race and equity, Goal 2: a healthy and safe city, Goal 3: a beautiful and sustainable natural and build environment, Goal 5: a strong, creative and diversify economy, and Goal 5.4 to foster effective community engagement.

Community Engagement:

There have been several community engagement meetings and activities conducted as part of the Comprehensive Plan planning process. By bundling the efforts of Comprehensive Plan completion, Housing Strategy, and Zoning Ordinance Rewrite in one RFP the City can better ensure efficient and effective gathering of community feedback.

Budgetary Impact:

This request will not result in the appropriation of additional funds to the CIP. However, the necessary funds would be transferred from the CIP Contingency accounts that were previously appropriated by the City Council.

Recommendation:

Alignment of the housing strategy, comprehensive plan, and zoning rewrite are critical as the City endeavors to address affordable housing and other land use issues in our community. Staff recommends the following actions:

- The funds that were appropriated for a third Assistant City Manager should be used to hire a Manager of Long-Range Planning. This individual will take a leadership role in the proposed RFP to complete the Housing Strategy, Comprehensive Plan, and Zoning Ordinance rewrite.
- The \$200,019.40 allocated to complete the Affordable Housing Strategy should be combined with the \$85,164.25 balance from the comprehensive plan update and \$90,000 in salary savings from the unfilled Assistant City Manager position and used to hire a consultant to complete both tasks (**\$375,183.65**).
- A new appropriation of \$600,000 to complete the Zoning Ordinance rewrite should be made by transferring funds from the CIP Contingency.
- Issue a consolidated Request for Proposal for the completion of the comprehensive plan, Affordable Housing Strategy and zoning rewrite.

Alternatives:

The City Council may elect not to take any or all of the staff recommendations. Depending on the funding resources provided the anticipated time of completion will experience significant delays.

Attachments:

Resolution
Proposed job duties of Manager of Long Range Planning

RESOLUTION

**Funding Transfer for Comprehensive Plan Completion and Long Range Planning
\$890,019.40**

Whereas, the City Council of the City of Charlottesville, Virginia will use the sum of \$600,000 in previously appropriated funds in the CIP Contingency Account for the completion of the Zoning Ordinance rewrite;

Whereas, the \$200,019.40 allocated to complete the Affordable Housing Strategy should be combined with the \$85,164.25 balance from the comprehensive plan update and \$90,000 in CIP Contingency funding and used to hire a consultant to complete both tasks (**\$375,183.65**).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia that the sum of \$890,019.40 be allocated from previously appropriated funds in the CIP and is hereby transferred in the following manner:

Transfer From:

\$690,000.00	Fund: 426	WBS: CP-080	G/L Account: 599999
\$200,019.40	Fund: 426	WBS: CP-084	G/L Account: 599999

Transfer To

\$890,019.40	Fund: 426	WBS: P-00935	G/L Account: 599999
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Proposed Duties of Manager of Long Range Planning

Developing a long range, community-based, equitable, sustainable and viable vision for the natural and built environment of Charlottesville;

execute ongoing community engagement;

direct the new comprehensive plan update and zoning ordinance reform (inclusive of form based codes where appropriate);

safeguard the integration of the new affordable housing strategy with the new comprehensive plan and zoning rewrite;

oversee the implementation of the new comprehensive plan, zoning ordinance and integrated affordable housing strategy;

write RFPs that involve community planning, design, engineering and engagement;

manage consultant contracts;

coordinate key departments on work tied to zoning reform, affordable housing strategy, comprehensive planning and small area plans;

bring various City departments together in common pursuit of our plans, visions and goals, tapping resources for greater effect;

work with City and area commissions and committees to seek common ground and joint efforts;

work closely with the department of Neighborhood Development Services to acquire important insight and to ensure that day-to-day efforts are in alignment with visionary goals;

participate in the redesign of the development review process and make recommendations to the City Manager's office and Council;

steward private and public sector development so projects support the City Council Vision, Mission and Goals.

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



Agenda Date:	February 4, 2019
Action Required:	Resolution
Presenter:	Councilor Wesley J. Bellamy John C. Blair, II, City Attorney
Staff Contacts:	Mike Murphy, Interim City Manager John C. Blair, II, City Attorney
Title:	Honorary Street Name Designation for Preston Avenue

Background:

At the December 17, 2018 City Council meeting, Councilor Bellamy proposed renaming Preston Avenue. Councilor Bellamy is proposing an honorary street name designation for Preston Avenue to honor Asalie Minor Preston.

Discussion:

Preston Avenue is currently named for Thomas L. Preston. Mr. Preston lived at the Wynhurst Plantation in Charlottesville. Mr. Preston served as an officer in the Confederate States Army and enslaved twenty-nine individuals on his plantation located at the intersection of Preston Place and Grady Avenue.

Councilor Bellamy desires to rename Preston Avenue for Asalie Minor Preston pursuant to an honorary street name designation. Ms. Preston was an African-American educator who taught in Albemarle County's segregated schools between 1922 and 1933. She then received her degree from St. Paul's College in Lawrenceville, Virginia. Ms. Preston resumed teaching in Albemarle County Public Schools in 1936 until her retirement in 1969. At her death in 1982, Ms. Preston left much of her estate to an educational endowment, the eventual Minor Preston Educational Fund.

Alignment with Council Vision Areas and Strategic Plan:

The proposed renaming aligns with the Council's Vision of a "United community that treasures diversity." Additionally, the proposed renaming aligns with the city's Strategic Plan Objective 1.5 to "Intentionally address issues of race and equity."

Budgetary Impact:

The budgetary impact of this item is \$3,265.28 based on an estimate provided by the Department

of Public Works. Additionally, this will require a Department of Public Works staff member to install the street signs.

Alternatives:

The Council could decline to adopt the proposed Resolution.

Attachments:

Resolution.

RESOLUTION

Honorary Street Name Designation for Preston Avenue

WHEREAS, Preston Avenue in the City of Charlottesville was named after Thomas L. Preston; and

WHEREAS, Thomas L. Preston was the Rector of the University of Virginia, a member of the Confederate States Army, and owner of twenty-nine enslaved human beings in Charlottesville; and

WHEREAS, the citizens of Charlottesville believe that the ownership of another human being is an injustice against humanity; and

WHEREAS, Thomas L. Preston earned income and maintained his lifestyle by oppressing and exploiting other human beings; and

WHEREAS, the citizens of Charlottesville, through their various faiths and actions over the recent months, uphold the principle that all of humankind is created equal; and

WHEREAS, Ms. Asalie M. Preston was, like her father, committed from a very young age to teaching, and passionate about the power of education to forge and improve lives; and

WHEREAS, Ms. Preston taught in the segregated schools of Albemarle County between 1922 and 1933, pausing only to attend St. Paul's College in Lawrenceville, Virginia, and

WHEREAS, after graduating from St. Paul's College in 1936, she resumed teaching in Albemarle County Public Schools until her retirement in 1969; and

WHEREAS, during her lengthy teaching career she taught in many area schools, including Greenwood, Scottsville, North Garden, and Providence, the Rosehill School, and the Albemarle County Training School; and

WHEREAS, the Rives C. Minor and Asalie M. Preston Educational Fund (hereinafter "Minor Preston Educational Fund") was founded over thirty-five years ago to honor the exemplary lives and legacies of two African American educators, father and daughter, whose combined teaching careers spanned more than eight decades in Albemarle County public schools, with most of those years in segregated schools; and

WHEREAS, the Minor Preston Educational Fund has awarded over three million dollars in college scholarships to nearly one thousand local students; and

WHEREAS, many of the one thousand local students receiving Minor Preston Educational Fund scholarships have settled in the Charlottesville area and are employed in the area's public and

private sectors, with a heavy concentration of recipients employed in the local public schools and at the University of Virginia; and

WHEREAS, the Minor Preston Educational Fund provided funding for innovative local educational programs including the Imani Project, founded at Venable Elementary School, and the Learning Lab at Walker Upper Elementary School; and

WHEREAS, the Minor Preston Educational Fund also supported the JustChildren program at the Legal Aid Justice Center to ensure access to public education; and

WHEREAS, for many years Ms. Preston lived in the Rock House, located at 1010 Preston Avenue. The Rock House is, itself, prominent in local African American history. Today it is a Virginia Landmark and National Historic Place, and home to the Legal Aid Justice Center offices; and

WHEREAS, the Charlottesville City Council adopted an Honorary Street Name Policy in 2011 that requires citizens submit an application to the Charlottesville Clerk of Council in order to determine if there is sufficient Council support for the request to be considered by the Council; and

WHEREAS, Councilor Bellamy initiated this Honorary Street Name Resolution, therefore the Honorary Street Name Designation application to determine Council's support for this request is unnecessary and hereby waived; and

WHEREAS, Charlottesville City Code Section 28-4 authorizes the Charlottesville City Council to change the City of Charlottesville's street names.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville that it hereby sets forth the historical basis for the honorary "renaming" of Preston Avenue in honor of Ms. Asalie Preston, a woman whose contributions are well documented and celebrated by and throughout City of Charlottesville, and who embodies the attributes for which the citizens of Charlottesville can be proud, and claim as their own.

AND BE IT FURTHER RESOLVED, by the Council of the City of Charlottesville that Preston Avenue shall be honorarily named Ms. Asalie Preston Avenue.

Adopted this ____ day of February, 2019.

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CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	February 4, 2019
Action Required:	Approve resolution
Presenter:	Mike Murphy, Interim City Manager Brian Wheeler, Director of Communications
Staff Contacts:	Brian Wheeler, Director of Communications Charlene Green, Office of Human Rights Matt Murphy, Council Outreach Coordinator Joe Rice, Deputy Director of Communications Lachen Parks, Marketing and Social Media Coordinator
Title:	Designation of Unity Days as a community event to mark the anniversary of August 2017

Background:

This year will be the second anniversary of the tragic events of the summer of 2017. It is an opportunity to transition from first anniversary planning which emphasized public safety to a community-driven annual event that educates, inspires, and honors people in our community to create movement towards healing and unity on a path for economic and racial justice.

It is recommended that the City of Charlottesville declare every second weekend of August as a time to mark the anniversary of the events of August 11-12, 2017. When August 12 does not fall on the second weekend, such as in 2019 when it falls on a Monday, the City of Charlottesville shall also observe the anniversary of that day during the week.

City Council can add recurring "community events" in the City Code which reserve designated areas for an annual activity or gathering. Current community events include "First Night," all "City Market" days, the Dogwood Festival and Parade, all "Fridays After Five" days, and the Fourth of July celebration.

Discussion:

An ad-hoc committee of City staff has held several focus group discussions to receive input from the community as to how to mark the August 12 anniversary in 2019 and in future years.

Participants have responded favorably to the idea of a series of events starting in May through August in 2019 supporting a theme of Unity. With the designation of a Unity Days community event, the City will have a framework by which it can engage citizens and schedule programming on an annual basis.

Unity Days Community Event

Every second weekend of August (and on August 12 when a weekday), the City of Charlottesville shall observe Unity Days as the anniversary of the events of August 11-12, 2017. Activities shall be scheduled by the City of Charlottesville in locations to include the Downtown Mall, McGuffey Park, Market Street Park, Court Square Park, and Fourth Street.

2019 Theme: Summer of Unity

Staff also recommends that City Council endorse a community-driven planning effort for a series of events from May and running through August 2019. City staff will facilitate event planning, make budget recommendations to Council, support marketing and outreach efforts, and develop public safety plans. Community members will identify appropriate activities, vendors, event leaders, speakers, and performers.

Alignment with City Council's Vision and Strategic Plan:

The Unity Days community event programming will directly support City Council's vision and mission: "To Be One Community Filled With Opportunity" and to "provide services that promote equity and an excellent quality of life in our community." It specifically addresses Goal 1 of the Strategic Plan, to be an inclusive community of self-sufficient residents and objective 1.5 to intentionally address issues of race and equity. Further, a community-driven approach to the event planning and implementation will support Goal 5, to be a well-managed and responsive organization, and objective 5.4 to foster effective community engagement.

Community Engagement:

City staff has met with more than a dozen community members including faith leaders, activists, downtown business owners, representatives of the University of Virginia, Susan Bro, and family of those injured on August 12, 2017. Those involved have offered their unanimous support for a community-driven anniversary event that will set a new course for how our community marks this anniversary.

With Council's designation of Unity Days as a community event, staff will expand engagement through an open call for participation on a planning committee and for event proposals.

Budgetary Impact:

City staff will return to Council at a future meeting with a proposed budget to support the Summer of Unity in 2019. Effective community engagement and planning should mitigate the need for large investments in public safety preparations as incurred in 2017 and 2018.

The City incurred over \$900,000 of unplanned expenses related to the one-year anniversary of the "Unite the Right" rally. Another goal of Unity Days is to more cost effectively plan for public safety needs in the context of City-sponsored anniversary events. A significant driver of the public safety preparations in 2018, and related costs, were the result of uncertainty about who would return to Charlottesville and what events would take place in our Downtown parks.

Council has approved the appropriation of \$1 million from the FY 2018 general fund balance towards covering costs from the first anniversary in August 2018 and toward any unexpected costs

that may occur during FY 2019. The City Manager is authorized by the appropriation Council approved to transfer these funds as needed.

While it will not be known what balance of this fund might be available in August 2019, City staff will work with the Unity Days planning committee to make cost-effective proposals that can utilize this fund and work with local business partners and philanthropic organizations that may wish to partner with the City in much the same way that the City coordinates in-kind contributions for events such as the Grand Illumination.

Recommendation:

Staff recommends approval of the resolution to designate the second weekend of August and August 12 specifically as a community event in Sec. 28-29 (c) of the City Code, and further that it direct City staff to facilitate community-driven programming and activities starting in May through August in 2019 as part of the first annual Unity Days.

Alternatives:

The City of Charlottesville could decide not to facilitate any formal activities on the August 12 anniversary in 2019 and respond instead to individual special event applications.

Attachments:

1. List of potential Unity Days 2019 dates and activities
2. Resolution

2019 Theme: Summer of Unity

The Charlottesville community will hold a series of community-driven events starting in May through August in 2019 as part of the first annual Unity Days. City staff and focus group participants propose a sequence of events that build on several themes. This approach will allow additional time to bring stakeholders to the table to ensure a diversity of participants and organizations that are ready to lead activities Friday-Monday, August 9-12, 2019.

- **May** – Our community’s history of race relations.
- **June** – Breaking down institutions of oppression; Building approaches to a civically-engaged community working towards economic and racial justice.
- **July** – Honoring community and neighborhood leaders making change.
- **August** – Four days of activities focusing on education, honor, inspiration, and solemn remembrance.

NOTE: ACTUAL PROGRAMMING WILL BE DEVELOPED BY COMMUNITY MEMBERS. THE IDEAS BELOW ARE ILLUSTRATIVE EXAMPLES.

May – HISTORY

Venues include: Market Street Park, and Court Square Park

Saturday, May 11 – Events could include

- An evening speaker and/or concert in Market Street Park
- Use of Court Square Park as a staging area set up with tents for inclement weather (e.g. alternative food/seating venue).

Sunday, May 12 – Events could include

- A morning service at Market Street Park
- Community lunch at Court Square Park
- A family-friendly community planning endeavor in Market Street Park around future of Downtown parks

June -- BREAKING DOWN INSTITUTIONS OF OPPRESSION; CIVIC ENGAGEMENT

Venues include: Throughout City and at UVA

- Lectures, speakers
- Civic innovation and engagement fair

July -- HONORING COMMUNITY & NEIGHBORHOOD LEADERS

Venues include: Market Street Park, Court Square Park

Saturday, July 6 – Events could include

- Non-profit and advocacy organizations bazaar at Market Street Park
- lectures, speakers

Sunday, July 7 – Events could include

- A morning service at Market Street Park
- Community lunch at Court Square Park

August -- EDUCATION, HONOR, INSPIRATION, AND SOLEMN REMEMBRANCE

Venues include: Market Street Park, Court Square Park, McGuffey Park, and Fourth Street

Friday, August 9 – Events could include

- Activity connected to UVa

Saturday, August 10 – Events could include

- Family day involving activity at all Downtown parks
- Evening concert at Market Street Park

Sunday, August 11 – Events could include

- A morning service at Market Street Park
- Community lunch at Court Square Park

Monday, August 12 – Events could include

- Solemn remembrance at the Pavilion, Downtown Mall and/or Fourth Street

RESOLUTION

Designation of Unity Days as a community event to mark the anniversary of August 2017

WHEREAS, the Council of the City of Charlottesville, Virginia desires to designate “Unity Days” as a "Community Event"; and

WHEREAS, the second weekend of August (Friday, August 9 to Monday August 12) in 2019, the City of Charlottesville shall observe “Unity Days” as the anniversary of the events of August 11-12, 2017; and

WHEREAS, activities shall be scheduled by the City of Charlottesville in locations to include the Downtown Mall, McGuffey Park, Market Street Park, Court Square Park, and on Fourth Street; and

WHEREAS, on the second weekend of August in future years (and on August 12 when it falls on a weekday) the City of Charlottesville shall observe “Unity Days” as the anniversary of the events of August 11-12, 2017; and

WHEREAS, this Council is supportive of the goal of having a community-driven programming committee facilitated by City staff to hold “Unity Days” programs that educate, inspire, and honor people in our community to create movement towards healing and unity on a path for economic and racial justice;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Charlottesville, that "Unity Days" is the second weekend of August and on August 12 when August 12 falls on a weekday;

BE IT FURTHER RESOLVED, by the Council of the City of Charlottesville that “Unity Days” is hereby designated as a “Community Event” pursuant to Section 28-29(C) of the Code of the City of Charlottesville; and

BE IT FURTHER RESOLVED, by the Council of the City of Charlottesville that May 11, 2019, May 12, 2019, July 6, 2019, and July 7, 2019 are hereby designated as “Community Events” pursuant to Section 28-29(C) of the Code of the City of Charlottesville.