



**CITY COUNCIL AGENDA  
October 5, 2020**

**Members**

Nikayah Walker, Mayor  
Sena Magill, Vice Mayor  
Heather D. Hill  
Michael K. Payne  
J.Lloyd Snook, III

**5:30 p.m. Closed session as provided by Sections 2.2-3711 and 2.2-3712 of the Virginia Code  
(Legal consultation)**

Virtual/electronic meeting

**6:30 p.m. Regular Meeting**

Virtual/electronic meeting. Register at [www.charlottesville.gov/zoom](http://www.charlottesville.gov/zoom)

**CALL TO ORDER**

**MOMENT OF SILENCE**

**ROLL CALL**

**AGENDA APPROVAL**

**ANNOUNCEMENTS**

**RECOGNITIONS/PROCLAMATIONS**

1. Recognition: Sheriff's Deputies Peter T. O'Malley and De'Quan M. Neal for saving 7 people from a burning building on September 3, 2020
2. Proclamation: Domestic Violence Awareness Month 2020

**CONSENT AGENDA\***

3. Appropriation: Fiscal Year 2021 Fire Programs Aid to Locality Funding (Firefund) - \$165,628.00 (2nd reading)
4. Appropriation: Virginia Behavioral Health Docket Grant Award - \$40,000 (2nd reading)
5. Appropriation: Urban and Community Forestry Grant - \$20,000.00 (2nd reading)
6. Appropriation: Housing Opportunities for People with AIDS/HIV (H.O.P.W.A.) - \$288,172 (2nd reading)
7. Appropriation: Battalion Chief Vehicle Insurance Reimbursement - \$36,649.68 (1st of 2 readings)
8. Appropriation: Red Light Management Funds for Home to Hope for Reentry Services/Programming - \$20,000 (1st of 2 readings)
9. Appropriation: Virginia Department of Social Services (VDSS) Temporary Aid to Needy Families (TANF) Grants - \$257,479.76 (1st of 2 readings)
10. Appropriation: Virginia Juvenile Community Crime Control Act Grant (VJCCCA) - \$452,704 (1st of 2 readings)

**CITY MANAGER RESPONSE TO COMMUNITY MATTERS (FROM PREVIOUS MEETINGS)**

**COMMUNITY MATTERS**

Public comment for up to 16 speakers (limit 3 minutes per speaker). Preregistration available for up to 8 spaces; pre-registered speakers announced by Noon the day of the meeting. Additional public comment period at end of meeting. Public comment will be conducted through electronic participation as City Hall is closed to the public. Participants can register in advance at [www.charlottesville.org/zoom](http://www.charlottesville.org/zoom).

## **ACTION ITEMS**

11. Public Hearing/App.: Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding, second allocation - \$4,123,776 (2nd reading)
12. Public Hearing/Ord.: Closing, vacating and discontinuing certain utility easements within the public rights of way for Jersey Pine Ridge and Sunset Drive, public streets within the Briarwood subdivision located in Albemarle County (1st of 2 readings)

## **GENERAL BUSINESS**

13. Public Comment: Council Strategic Plan Update
14. Report: City of Promise report
15. Report: Home to Hope report
16. Report: Mayor's "Imagining a Just Cville Working Group" update

## **OTHER BUSINESS**

### **MATTERS BY THE PUBLIC**

\*Action Item

NOTE: Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call the ADA Coordinator at (434) 970-3182 or submit a request via email to [ada@charlottesville.gov](mailto:ada@charlottesville.gov). The City of Charlottesville requests that you provide a 48 hour notice so that proper arrangements may be made.

# CITY OF CHARLOTTESVILLE



## PROCLAMATION

### DOMESTIC VIOLENCE AWARENESS

**WHEREAS**, the problems of domestic violence are not confined to any group or groups of people but cross all economic, racial and societal barriers, and are supported by societal indifference; and

**WHEREAS**, the crime of domestic violence violates an individual's privacy, dignity, security, and humanity, due to systematic use of physical, emotional, sexual, psychological and economic control and/or abuse, with the impact of this crime being wide-ranging; and

**WHEREAS**, no one person, organization, agency or community can eliminate domestic violence on their own; we must work together to educate our entire population about what can be done to prevent such violence, support victims/survivors and their families, and increase support for agencies providing services to those community members; and

**WHEREAS**, the Shelter for Help in Emergency has led the way in the City of Charlottesville in addressing domestic violence by providing 24-hour hotline services to victims/survivors and their families, offering support and information, and empowering survivors to chart their own course for healing; and

**WHEREAS**, the Shelter for Help in Emergency commemorates its 41<sup>st</sup> year of providing unparalleled services to women, children and men who have been victimized by domestic violence;

**NOW THEREFORE, BE IT RESOLVED**, in recognition of the important work being done by the Shelter for Help in Emergency, that I, Nikuyah Walker, Mayor of the City of Charlottesville, do hereby proclaim the month of October 2020 as **DOMESTIC VIOLENCE AWARENESS MONTH**, and urge all citizens to actively participate in the scheduled activities and programs sponsored by the Shelter for Help in Emergency, and to work toward the elimination of personal and institutional violence against women, children and men.

Signed and sealed this 5<sup>th</sup> day of October, 2020.

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Nikuyah Walker, Mayor  
City of Charlottesville, Virginia



Agenda Date:	September 21, 2020
Action Required:	Appropriation
Presenter:	Mike Rogers, Deputy Chief – Business Services, Charlottesville Fire Dept.
Staff Contacts:	Mike Rogers, Deputy Chief – Business Services, Charlottesville Fire Dept.
<b>Title:</b>	<b>Fiscal Year 2021 Fire Programs Aid to Locality Funding (Firefund) - \$165,628.00</b>

**Background:**

The Code of Virginia provides for the collection of an annual levy each fiscal period from the insurance industry. Such levy is collected by the State Corporation Commission, and the amounts collected are then transferred into the Fire Program Fund (Firefund). These aid to locality monies are then distributed to the jurisdictions to supplement the localities funding for fire service based training, training supplies, training equipment, prevention activities, and some response equipment. This is an annual allotment of funding. All usage and any carryovers are reported out to the Department of Fire Programs at the end of the fiscal period before the next fiscal period monies are granted. The City of Charlottesville has been awarded \$165,628.00 in these funds for FY 2021.

**Discussion:**

The Aid to Locality monies are distributed annually to aid departments in their training, prevention, and equipment efforts. While the monies cannot be used to directly/indirectly supplant or replace other locality funds, they help us to provide for additional firefighting training resources, logistics, courses, and equipment as outlined in the Department of Fire Programs Aid to Locality allowable uses chart.

**Alignment with Council Vision Areas and Strategic Plan:**

The Aid to Locality/Firefund allocation supports the City’s mission “We provide services that promote equity and an excellent quality of life in our community” by providing supplemental training and equipment funding for fire prevention, firefighting, hazardous materials, and technical rescue. With this additional funding being put towards these purposes we are better able to prepare our responders to deliver emergency services and/or information to the citizens, students, business community members, and guests of the City.

The assistance from this annual funding allotment also aligns with Goal 2.1, Reduce adverse impact from sudden injury and illness and the effects of chronic disease, as well as the elements within Goal 5 - A Well-managed and Responsive Organization.

**Community Engagement:**

N/A

**Budgetary Impact:**

There is no impact to the General Fund, as these are grant funds that do not require a City match. The FY 2021 funds will be budgeted and expensed in the City's grant fund.

**Recommendation:**

Staff recommends approval and appropriation of grant funds.

**Alternatives:**

If Aid to Locality funding is not appropriated, the Fire Department will not be able to utilize this supplemental funding to help support its training, prevention, and equipment efforts.

**Attachments:**

N/A

**APPROPRIATION**

**Fiscal Year 2021 Fire Programs Aid to Locality Funding (Firefund)**

**\$165,628.00**

**WHEREAS**, the Virginia Department of Fire Programs has awarded a grant to the Fire Department, through the City of Charlottesville, specifically for fire service applications;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that a total of \$165,628.00 be appropriated in the following manner:

**Revenues - \$165,628**

\$165,628      Fund: 209                      I/O: 1900010                      G/L Account: 430110

**Expenditures - \$165,628**

\$165,628      Fund: 209                      I/O: 1900010                      G/L Account: 599999

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$165,628.00 from the Virginia Department of Fire Programs.

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



<b>Agenda Date:</b>	September 21, 2020
<b>Action Required:</b>	Appropriation of grant funds
<b>Presenter:</b>	Susan Morrow, Offender Aid and Restoration
<b>Staff Contact:</b>	Susan Morrow, Offender Aid and Restoration Ryan Davidson, Senior Budget and Management Analyst
<b>Title:</b>	Virginia Behavioral Health Docket Grant - \$40,000

**Background:**

The City of Charlottesville, on behalf of the Charlottesville-Albemarle Therapeutic Docket program, has received a Supreme Court of Virginia Behavioral Health Docket Grant in the amount of \$40,000 for operations of the therapeutic docket program, which is operated by Offender Aid and Restoration (O.A.R.). The City of Charlottesville serves as fiscal agent for the Supreme Court of Virginia Behavioral Health Docket Grant.

**Discussion:**

In its third year of operation, the Charlottesville-Albemarle Therapeutic Docket program is a supervised 6 to 12 month treatment program that serves as an alternative to incarceration for offenders. The Therapeutic Docket is a specialized docket within the existing structure of the court system given the responsibility to handle cases involving non-violent adult misdemeanor offenders who suffer from serious mental illness. The program uses the power of the court to assist non-violent offenders to achieve wellness and recovery through a combined system of intensive supervision, medication management, mental health treatment, and regular court appearances.

The total program budget is **\$149,450** and includes three funding sources:

Supreme Court of V.A.:	\$40,000
City of Charlottesville:	\$54,450, (previously appropriated)
Albemarle County:	\$55,000, (previously appropriated)

### **Alignment with City Council Vision and Strategic Plan:**

This relates to the City of Charlottesville's strategic goal to improve community health and safety outcomes by connecting residents with effective resources (C8). The Therapeutic Docket is a valuable, less expensive alternative to incarceration for certain criminal offenders with serious mental illness which utilizes a blend of court-ordered supervision, mental health treatment services, court appearances, and behavioral sanctions and incentives to reduce recidivism and enhance personal accountability and mental health and wellness among participants.

### **Community Engagement:**

The Therapeutic Docket is a direct service provider and is engaged daily with non-violent criminal offenders with serious mental illness who are at a high level of risk for reoffending and have a high level of need due to mental illness. By collaborating with the Court system, Region Ten Community Services Board, Partners for Mental Health, and the Sheriff's department, the Therapeutic Docket provides these offenders with a highly structured, rigorously supervised system of treatment and criminal case processing that results in a significant reduction in recidivism rates for program participants and graduates. Participants gain access to the Therapeutic Docket through referrals from police, probation, magistrates, defense attorneys and other local stakeholders. Participants have active criminal cases pending in the General District Court. If they successfully complete the program which takes a minimum of 6 months, participants may have their pending charges dismissed. If participants are unsuccessful and have to be terminated from the program, they return to court to face their original charges. Successful Therapeutic Docket participants return the community's investment in them by improving their mental health status, maintaining compliance with treatment regimens, including medications, and reducing their criminal behaviors in the community.

### **Budgetary Impact:**

No additional City funding is required as the City's match for this grant, \$54,450, was appropriated within the F.Y. 2021 Council Approved Budget as part of the City's contribution to Offender Aid and Restoration.

### **Recommendation:**

Staff recommends approval and appropriation.

### **Attachments:**

Appropriation



**APPROPRIATION**  
**Charlottesville - Albemarle Therapeutic Docket Grant Award**  
**\$40,000**

**WHEREAS**, the Supreme Court of Virginia awarded the Supreme Court of Virginia Behavioral Health Docket Grant in the amount of \$40,000 for the Charlottesville - Albemarle Therapeutic Docket in order to fund salaries, benefits, and operating expenses; and

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

**WHEREAS**, the City of Charlottesville and Albemarle County both have dedicated local matches to this grant, totaling \$109,450; and

**WHEREAS**, the grant award covers the period September 1, 2020 through June 30, 2021.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$40,000, received as a grant from the Supreme Court of Virginia, is hereby appropriated in the following manner:

**Revenues**

\$40,000      Fund:209      Internal Order: #1900371      G/L Account: 430110

**Expenditures**

\$40,000      Fund:209      Internal Order: #1900371      G/L Account: 530670

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$40,000 from the Supreme Court of Virginia.

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	September 21, 2020
Action Required:	Appropriation
Presenter:	Mike Ronayne, Urban Forester, Parks and Recreation
Staff Contacts:	Mike Ronayne, Urban Forester, Parks and Recreation
<b>Title:</b>	<b>Urban and Community Forestry Grant Appropriation - \$20,000.00</b>

**Background:**

The City of Charlottesville, through the Parks and Recreation Department, has been awarded a \$10,000 grant from Urban and Community Forestry Fund. This grant is administrated through the Virginia Department of Forestry. There is a required local match in the amount of \$10,000, for a total grant award of \$20,000.

**Discussion:**

The grant will assist with undertaking an update to the City Urban Tree Canopy assessment and will assist with the cost of hiring a firm to analyze aerial imagery to determine the extent of forest canopy and to analyze the data in subsets such as entry corridors, watersheds, neighborhoods, etc. This is an update to the same type of study undertaken in 2009 and 2015. The findings from this assessment will help to reevaluate goals, policy and tree planting/maintenance strategies.

**Alignment with City Council’s Vision and Strategic Plan:**

The project supports City Council’s “Green City” vision by providing data to help guide planning and implementation of efforts to preserve and enhance the forested area of the City. It contributes to Goal 2 of the Strategic Plan, to be a safe, equitable, thriving and beautiful community, and objective 2.5, to provide natural and historic resources stewardship. This project also aligns with the Urban Forest Management Plan and supports the mission of the Tree Commission.

**Community Engagement:**

Charlottesville Parks and Recreation provided opportunities for the public to provide input into Urban forest Management Plan developed in 2010, and the Tree Commission supported this grant application.

**Budgetary Impact:**

There is no impact to the General Fund. The total grant appropriation is \$20,000 which will be recorded and expensed from a grant fund. The grant requires a 50% City match of \$10,000 that will come from funds previously appropriated as part of the FY 2021 Parks and Recreation Operating Budget.

**Recommendation:**

Staff recommends approval of the appropriation of the grant funds.

**Alternatives:**

If grants funds are not appropriated, the updated urban tree canopy study will have to be funded entirely with local funds.

**Attachments:**

Appropriation

**APPROPRIATION**

**Urban and Community Forestry Grant**

**\$20,000**

**WHEREAS**, the City of Charlottesville has received \$10,000 from the Virginia Department of Forestry through the Urban Community Forestry Grant in order to perform an urban tree canopy assessment; and

**WHEREAS**, the City will contribute \$10,000 in funds from the previously appropriated Tree Maintenance funds to serve as the required grant match;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the sum of \$20,000 is hereby appropriated in the following manner:

**Revenue - \$20,000**

\$10,000	Fund: 209	IO: 1900375	G/L Code: 430120
\$10,000	Fund: 209	IO: 1900375	G/L Code: 498010

**Expenditures - \$20,000**

\$20,000	Fund: 209	IO: 1900375	G/L Code: 599999
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**Transfer From:**

\$10,000	Fund: 105	Cost Center: 3671001000	G/L Code: 530600
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**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$10,000 from the Virginia Department of Forestry.

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	September 21, 2020
Action Required:	Approval and Appropriation
Presenter:	Kaki Dimock, Director, Human Services
Staff Contacts:	Kaki Dimock, Director, Human Services
Title:	<b>Housing Opportunities for People with AIDS/H.I.V. (H.O.P.W.A.): \$288,172</b>

**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 \$288,172 and is a renewal contract for the program from Housing and Urban Development (H.U.D.) for July 1, 2020 – June 30, 2021.

**Discussion:**

The City of Charlottesville has staff from Human Services and Social Services taking leadership roles 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.

**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:**

Appropriation

**APPROPRIATION**  
**H.O.P.W.A. Grant \$288,172**

**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 \$288,172;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the sum of \$288,172 is hereby appropriated in the following manner:

**Revenues**

\$288,172      Fund: 209      IO: 1900372 (H.O.P.W.A.)      G/L: 430120 Federal Pass-Thru State

**Expenditures**

\$288,172      Fund: 209      IO: 1900372 (H.O.P.W.A.)      G/L: 530550 Contracted Services

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon receipt of \$288,172 in funds from the Virginia Department of Housing and Community Development.



Agenda Date:	October 5, 2020
Action Required:	Appropriation
Presenter:	Mike Rogers, Deputy Chief – Business Services, Charlottesville Fire Dept.
Staff Contacts:	Mike Rogers, Deputy Chief – Business Services, Charlottesville Fire Dept.
Title:	<b>Battalion Chief’s Vehicle Insurance Reimbursement – \$36,649.68</b>

**Background:**

City asset, vehicle # 3265 – a 2016 Chevrolet Tahoe (Battalion Chief’s Vehicle), was involved in an auto incident on 3/9/2020 in which the vehicle was struck in an intersection. Vehicle # 3265 was inspected by industry professionals and was deemed a total loss pursuant to Code of Virginia § 46.2-1600 as the vehicle was not economically repairable given the extensive damage from this loss.

**Discussion:**

A settlement was reached with Allstate Insurance Company for the total loss disposition of this vehicle. Risk Management has secured payment in the amount of \$36,649.68. The insurance monies will be utilized to replace this vehicle.

**Alignment with Council Vision Areas and Strategic Plan:**

The reimbursement of the insurance monies for the vehicle loss associated with vehicle #3265 support the City’s mission - “We provide services that promote equity and an excellent quality of life in our community”.

The anticipated use of the reimbursed monies also aligns with Goal 5 - A Well-managed and Responsive Organization.

**Community Engagement:**

N/A



**Budgetary Impact:**

There is no impact to the General Fund, as these are reimbursed funds from an insurance carrier for a loss.

**Recommendation:**

Staff recommends approval and appropriation of insurance monies.

**Alternatives:**

If the insurance reimbursement is not appropriated, the Fire Department will not be able to utilize this funding to replace this vehicle.

**Attachments:**

Appropriation

**APPROPRIATION**

**Battalion Chief's Vehicle Insurance Reimbursement**

**\$36,649.68**

**WHEREAS**, Allstate Insurance Company is reimbursing the City of Charlottesville for a vehicle loss associated with an accident involving vehicle #3265;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that a total of \$36,649.68 be appropriated in the following manner:

**Revenues - \$**

\$36,649.68    Fund: 106    Cost Center: 3201001001    G/L Account: 451110

**Expenditures - \$**

\$36,649.68    Fund: 106    Cost Center: 3201001001    G/L Account: 541040

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of funds from Allstate Insurance Company.

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



Agenda Date:	October 5, 2020
Action Required:	Appropriation of Grant Funds
Presenter:	Hollie Lee, Chief of Workforce Development Strategies
Staff Contacts:	Hollie Lee, Chief of Workforce Development Strategies
Title:	Red Light Management Funds for Home to Hope for Reentry Services/Programming - \$20,000

**Background:**

In January 2020, Home to Hope staff met with Ann Kingston of Red Light Management regarding the City of Charlottesville Home to Hope program, which serves clients using authentic, lived experience to impact and inspire "time-served" individuals by introducing resources, providing peer support, and advocating for fairness. Red Light Management was interested in learning more about the new program and meeting the Home to Hope staff in order to hear more about their stories and new roles/responsibilities as Peer Navigators. After the meeting, a proposal was submitted to Red Light Management, at its invitation, requesting support for Home to Hope initiatives (see attached). In June 2020, Red Light Management requested an update on the program since the COVID-19 pandemic (see attached). In August 2020, Red Light Management issued funds to the program in the amount of \$20,000. The funding will be used to further enhance the program and offer targeted supportive services to participants.

**Discussion:**

In 2019, Mayor Nikuyah Walker proposed a program, Home to Hope, to train individuals with prior justice involvement to provide peer support services to those being released to the City. In partnership with the Office of Economic Development and other community service agencies, a curriculum was developed to provide skills in peer recovery support, wellness and recovery planning, relationship building, group facilitation, resource connecting, and other fundamentals of peer navigation. At the conclusion of the training, four graduates were offered full-time positions with the City and began to put their knowledge into practice beginning October 2019.

The Home to Hope program actively engages with individuals prior to release from ACRJ and the Department of Corrections through one-on-one meetings, as well as support and Wellness Recovery Action Plan (WRAP) classes. Prospective clients are encouraged to complete an intake for services at that time or once released. The program also accepts walk-ins and referrals from partner agencies. Once active, the participant completes a cooperative case plan to determine how to measure their individual success. Their assigned peer navigator, or another member of the team, then helps guide that participant through those identified steps. This peer relationship helps build participant confidence and skill level in steering through the labyrinth of wraparound services. Peers also help

their clients in searching for stable employment, securing housing, obtaining reliable transportation, and a myriad of other needs that are individual to each participant. Examples of supportive services include: providing clients with bus passes for job searches, gift cards for groceries, clothing and fuel, and rental assistance in crisis situations. Home to Hope staff makes determinations for such assistance on a case-by-case basis by considering individual circumstances, need, and active participation in peer recover support services.

Since its inception, Home to Hope has had 235 total enrollments, with 159 active participants as of September 15, 2020. The program has provided \$53,854 in supportive services to participants, including 192 \$30 gift cards to Kroger, Walmart, Goodwill, and Exxon for basic necessities such as food, toiletries, medicine, household items, uniforms/clothing, gas, etc. and 41 payments for housing assistance, car repair, private transportation, and other critical services. Additionally, Home to Hope has distributed 73 30-day bus passes to aid in employment search and job retention for those in transition from incarceration. Peer Navigators have helped 41 participants get placed into employment and 40 participants secure stable housing.

### **Alignment with Council Vision Areas and Strategic Plan:**

This effort supports City Council's vision of being a Community of Mutual Respect.

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

Goal 1: An Inclusive Community of Self-sufficient Residents

- Objective 1.2: Prepare residents for the workforce
- Objective 1.5: Intentionally address issues of race and equity

Goal 4: A Strong, Creative and Diversified Economy

- Objective 4.1: Develop a quality workforce

It aligns with Chapter 3 on Economic Sustainability in the Comprehensive Plan.

### **Community Engagement:**

Like practically all of the OED's economic and workforce development efforts, Home to Hope engages numerous community agencies and organizations. Some examples include: the Albemarle Charlottesville Regional Jail, Offender Aid and Restoration, District 9 Probation, The Haven/Thomas Jefferson Area Coalition for the Homeless, the Fountain Fund, the City of Charlottesville Department of Human Services and Department of Social Services, and other reentry/community organizations.

### **Budgetary Impact:**

There is no impact to the General Fund as these funds are a donation/grant and do not require a City match.

### **Recommendation:**

Staff recommends approval and appropriation of the funds.

**Alternatives:**

If funds are not appropriated, the City will have to use existing City funds to continue programming.

**Attachments:**

- Requested proposal to Red Light Management about Home to Hope
- Letter to Red Light Management providing program updates since COVID-19

**APPROPRIATION**  
**Red Light Management Funds for Home to Hope**  
**\$20,000**

**WHEREAS**, the City of Charlottesville has received funds from Red Light Management in the amount of \$20,000; and

**WHEREAS**, the funds will be used to support the Home to Hope program through the Office of Economic Development;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$20,000 is hereby appropriated in the following manner:

**Revenue – \$20,000**

\$20,000      Fund: 105      Cost Center: 1621004000      G/L: 451020

**Expenditures – \$20,000**

\$20,000      Fund: 105      Cost Center: 1621004000      G/L: 599999



Ms. Ann Kingston  
Red Light Management  
455 Second Street, SE  
Charlottesville, VA 22902

March 9, 2020

Dear Ms. Kingston,

The City of Charlottesville has demonstrably struggled with recidivism and the revolving-door nature of the local justice system. Studies done have conclusively shown that more than half of individuals released from incarceration to Charlottesville return to custody, most within the first year of release. This population experiences barriers that are explicitly addressed through the City's new Home to Hope program, an initiative of Mayor Nikuyah Walker. In addition to supportive services such as rental assistance, clothing purchases for job interviews and employment, and various gift cards to help with groceries, fuel, and other basic necessities, Home to Hope also offers one-on-one peer recovery services, navigation through the travails of reentry, and support groups where individuals can share their unique story with other peers.

Home to Hope is staffed by four Peer Support Navigators, all of whom have been successful in their own recovery process and now help others experiencing similar situations. Through shared understanding, respect, and mutual empowerment, these individuals help their clients become and stay engaged in the recovery process and reduce the likelihood of relapse. Peer support services can effectively extend the reach of treatment beyond the clinical setting into the everyday environment of those seeking a successful, sustained recovery process.

Believing strongly in the peer approach to recovery, the City has invested approximately \$400,000 in Home to Hope to not only staff the program, but also to help fund the abovementioned supportive services. Through this letter and attached proposal, we are graciously seeking grant funding from Red Light Management to supplement supportive service outreach to participating clients in order to expand the program's capacity to assist participants in addressing tangible barriers to their successful reentry to the community post-incarceration.

The Home to Hope program sincerely appreciates your consideration of grant funding to help us deliver aid to our clients in efforts to provide stability and the building of self-sufficiency in their lives. The program has grown exponentially since its development and implementation in October 2019. The assistance we are

requesting is based on to-date spending and projections moving forward to supplement the City's investment. We look forward to working with your organization to deliver effective and transformative services to our clients, thereby improving the Charlottesville community.

Sincerely,

*Hollie Lee*

Hollie Lee  
Chief of Workforce Development Strategies  
Charlottesville Office of Economic Development  
610 E. Market Street; Charlottesville, VA 22902  
[leeh@charlottesville.org](mailto:leeh@charlottesville.org) | (434) 970-3117





**Home to Hope: Peer  
Recovery Services for  
Citizens with Lived Criminal  
Justice Experience**

**ABSTRACT**

The City of Charlottesville is seeking a grant to fund supportive services for clients of the Home to Hope peer support program. The objective is to have sufficient discretionary funding to assist participants in navigating the barriers that impede lasting stability as they transition from incarceration to the community.

**SUBMITTED BY:**

The City of Charlottesville Office  
of Economic Development

## **Statement of Need**

Over a five-year period ending in 2016, 79% of individuals serving a 30+ day sentence in Albemarle Charlottesville Regional Jail (ACRJ) returned to custody to serve another 30+ day sentence. 22% returned five times or more over that timeframe. The main contributors that led to this recidivism included a lack of stable housing, unemployment, transportation issues, and the dearth of life skills and mentoring. Of those returning to incarceration, 70% of failure occurs in the first year of their release. This recidivism has a cascade effect on the Charlottesville community, placing burden on families with loved ones behind bars, stressing services providers with increasing caseloads and client responsibilities, and taxing the court and correctional systems. Providing substantive assistance to releasing offenders helps alleviate these burdens and allows individuals to have the best chance of lasting success and achieving self-sufficiency.

## **Program Description**

In 2019, Mayor Nikuyah Walker proposed a program, Home to Hope, to train individuals with prior justice involvement to provide peer support services to those being released to the City. In partnership with the Office of Economic Development and other community service agencies, a curriculum was developed to provide skills in peer recovery support, wellness and recovery planning, relationship building, group facilitation, resource connecting, and other fundamentals of peer navigation. At the conclusion of the training, four graduates were offered full-time positions with the City and began to put their knowledge into practice beginning October 2019.

The Home to Hope program actively engages with individuals prior to release from ACRJ and the Department of Corrections through one-on-one meetings, as well as support and Wellness Recovery Action Plan (WRAP) classes. Prospective clients are encouraged to complete an intake for services at that time or once released. The program also accepts walk-ins and referrals from partner agencies. Once active, the participant completes a cooperative case plan to determine how to measure their individual success. Their assigned peer navigator, or another member of the team, then helps guide that participant through those identified steps. This peer relationship helps build participant confidence and skill level in steering through the labyrinth of wraparound services.

Peers also help their clients in searching for stable employment, securing housing, obtaining reliable transportation, and a myriad of other needs that are individual to each participant. To that end, the program utilizes discretionary funding to assist in meeting these needs. Examples of this supportive service funding include

providing clients with bus passes for job searches, gift cards for groceries, clothing and fuel, and rental assistance in crisis situations. Home to Hope staff makes determinations for such assistance on a case-by-case basis by considering individual circumstances, need, and active participation in peer recover support services.

## **By the Numbers**

The Home to Hope program was integrated into the Office of Economic Development the week of November 18, 2019. Since that time, 61 participants have been enrolled, with 45 being active as of February 17, 2020. For 2019, Home to Hope provided 53 supportive services for 25 participants totaling \$5,414.98. January 2020 saw 56 supportive services for 33 clients at a total of \$3,616.57. The majority of services were for work clothing, food, and basic necessities, with the largest amounts of money spent on emergency housing situations.

Over the four-month duration that the program has been in operation, Home to Hope has also provided 30-day bus passes to 55 clients. These allow access to the Charlottesville Area Transit bus system and are used to seek employment, get to and from jobs, and make scheduled appointments for other services, doctor's visits, or probation meetings.

Only one participant that has been involved with Home to Hope has reentered, or 1.6%. Virginia's statewide reentry rate is just over 20% and, as previously mentioned, Charlottesville has a much higher rate. Repeat offenders represent 76.1% of all police bookings in Charlottesville. The clear takeaway, even over this limited sample size, is that interactions with peers who can assist with facing the diverse challenges of release has a positive impact on those who choose to enroll in the program. The mission of Home to Hope is vital in addressing the reentry needs of the Charlottesville community and its citizens who struggle with finding stability after release.

## **Goals**

Home to Hope exists to serve clients using authentic, lived experience to impact and inspire time-served individuals by introducing resources, providing peer support, and advocating for fairness in order to help our community. This program seeks to make contact with all individuals who are being released from local jails and the Department of Corrections who identify Charlottesville as their home plan. Home to Hope will remain a voluntary program, and participants are encouraged to be active participants and engage with staff and each other.

Participants will be eligible to receive monetary assistance on a case-by-case basis for services that benefit their self-efficacy.

## Budget

Given current growth rates for the program, it is anticipated that 200 participants will be enrolled in the Home to Hope program over the duration of 2020. Projections on the dollar amount of supportive services given to clients based on weekly totals thus far is \$33,129.45. See the table below for a breakdown of supportive service spending.

**Table 1:**

Week Ending	Bus Pass	Gift Card	Credit Card	Housing	Total
11/22/2019	-	90	130.55	-	220.55
11/29/2019	-	-	-	-	-
12/6/2019	44	89.71	216.80	625	975.51
12/13/2019	88	29.06	14.97	1,036.94	1,168.97
12/20/2019	154	174.40	89.75	411.94	830.09
12/27/2019	-	60	-	2,025.00	2,085.00
1/3/2020	66	119.41	170	-	355.41
1/10/2020	176	220.54	129.82	362.72	889.08
1/17/2020	154	104.52	212.42	-	470.94
1/24/2020	88	52.30	220.00	1,280.00	1,640.30
1/31/2020	88	30	498.25	-	616.25
2/7/2020	66	55	-	-	121.00
2/14/2020	110	25	62.70	-	197.70
<b>Total:</b>	<b>\$1,834.00</b>	<b>\$1,049.94</b>	<b>\$1,745.26</b>	<b>\$5,741.60</b>	<b>\$9,570.80</b>

Please note that this forecast is based on a flat number of participants. If the number of monthly intakes continues to increase at a steady rate, the supportive services projection rises concurrently. Numbers are also expected to fluctuate based on funding levels of other agencies/organizations. (For example, partner funds tend to be expended towards the end of the calendar year, leaving more demand placed on Home to Hope – especially for rent assistance.) Believing strongly in the peer approach to recovery, the City has already invested approximately \$400,000 in Home to Hope to not only staff the program, but also to help fund the abovementioned supportive services. For this reason, we are asking that Red Light Management match up to \$100,000 in order for the program to be able to expand its capacity and deliver even more effective supportive services for participants.

## Home to Hope Staff Information

**Shadeé Gilliam** is a Peer Navigator for the City of Charlottesville Home to Hope Program. Shadeé walks alongside “time-served” individuals who have reentered the Charlottesville community, helping them rebuild their lives post-incarceration. He navigates participants to resources, assisting/addressing basic needs (e.g., food, shelter, clothing, etc.). He is also a WRAP (Wellness Recovery Action Plan) certified facilitator and has received training as a Peer Support Specialist. In his spare time, Shadeé coaches boy’s junior varsity basketball at the Covenant School and for the non-profit AAU program Team Thrill. He is also a husband and father of two.

**Ramanda Jackson** is one of four Peer Navigators for the City of Charlottesville initiative “Home to Hope.” Through Home to Hope, she helps individuals who are newly released from incarceration. She works with participants on a one-on-one basis as well as in group form. Ramanda is a certified WRAP facilitator and has received training as a Peer Support Specialist. Prior to working with Home to Hope, Ramanda worked in the mental health and behavioral health field with at-risk youth and in alternative education with the school system for 15 years. She has worked as a volunteer for the City of Charlottesville School System, and in her spare time, she has worked with high school girl’s afterschool to encourage positive self-esteem and to give them a place to exhale from their day.

**Whitmore Merrick** is a Peer Navigator with Home to Hope. He specializes in peer support and facilitating Wellness Recovery Action Plan (WRAP) groups. He helps individuals who have been incarcerated and recently released to society, connecting them to resources such as housing, food, clothing, and transportation. In addition to his work with Home to Hope, Whitmore has been employed with Charlottesville Area Transit as a bus operator for three years. He is also a business owner and created a movement known as Freedom For Felons, which informs those reentering the community of opportunities related to entrepreneurship, inspiring change advocating for a second chance. Whitmore is a graduate of Charlottesville High School.

**Stacey Washington** is a Peer Navigator for the City of Charlottesville Home to Hope Program. Her passion is to help her peers in any areas that may be hindering them from achieving success and walking with them in recovery. She has certification in WRAP Facilitation Training and also completed Peer Support Specialist training. Prior to joining the Home to Hope team, Stacey worked in food management. In her spare time, she enjoys relaxing at home with her family and watching television.



Ms. Ann Kingston  
 Red Light Management  
 455 Second Street, SE  
 Charlottesville, VA 22902

June 3, 2020

Dear Ms. Kingston,

Please find this letter as an addendum to Home to Hope's original request for grant funding from Red Light Management to supplement supportive services to participating clients in order to expand the program's capacity and assist these individuals with successful reentry into the community.

As mentioned in the previous proposal, Home to Hope enrolled 65 participants in the program from late November 2019 to late February 2020. During this time, staff provided \$9,570.80 in supportive services to 58 individuals. The majority of services were for work clothing, food, and basic necessities, with the largest amounts of money spent on emergency housing situations.

On March 16, 2020, Home to Hope suspended operations in its physical location in the lower level of the Jefferson Madison Regional Library due to COVID-19. Despite this however, staff has continued to enroll new clients in the program virtually. From mid-March to the end of May, Home to Hope has experienced an increase of approximately 30 clients (from 65 to 94), with many of these individuals coming to Home to Hope directly from the Albemarle Charlottesville Regional Jail (ACRJ) after being released from incarceration on Home Electronic Monitoring (HEM) due to the coronavirus.

Since mid-March, Home to Hope has also continued to offer clients supportive services, primarily as a result of individuals being released from jail or being laid off or furloughed from employment because of COVID-19. During this time, Home to Hope has expended nearly \$12,000 to clients in supportive services to help them address basic needs. The table below provides an overview of expenditures by week from mid-March to the end of May.

Week Ending	Food & Care Bags	Gift Cards	Credit Card	Housing	Total
March 20, 2020	\$257.32				\$257.32
March 27, 2020	\$926.51		\$175.46	\$1,540.00	\$2,641.97

April 3, 2020		\$219.28	\$245.29	\$640.00	\$1,104.57
April 10, 2020		\$204.31	\$20.53	\$440.93	\$665.77
April 17, 2020		\$289.77	\$562.51	\$920.00	\$1,772.28
April 24, 2020		\$105.06	\$117.98		\$223.04
May 1, 2020		\$101.62	\$290.00		\$391.62
May 8, 2020	\$65.23	\$77.11	\$1,000.00		\$1,142.34
May 15, 2020		\$148.68		\$1,611.00	\$1,759.68
May 22, 2020		\$58.07	\$240.76	\$334.00	\$632.83
May 29, 2020	\$249.49	\$30.00	\$444.75	\$590.00	\$1,314.24
<b>Total:</b>	<b>\$1,498.55</b>	<b>\$1,233.90</b>	<b>\$3,097.28</b>	<b>\$6,075.93</b>	<b>\$11,905.66</b>

A majority of the supportive services have been for food and basic household necessities (food/care bags, Kroger and Walmart gift cards, and individual credit card purchases exceeding \$30). As part of this, Home to Hope even held two food drives when the pandemic first began to address immediate needs for food since food pantries and soup kitchens were at maximum capacity. Additionally, quite a bit of funding has been used to help participants with rent – many people who lost employment or experienced reduced hours have not been able to make their rent payments. There are also a handful of first month rent and deposit supportive services for individuals being released from ACRJ on HEM.

The original estimate was that Home to Hope would have approximately 200 clients by the end of 2020 and expend approximately \$33,000 over the course of the year on supportive services. Based on more recent numbers and increased need from clients due to COVID-19, the supportive services estimate could ultimately be closer to \$50,000, as Home to Hope has been providing higher dollar support to clients (e.g., rental assistance, car down payments, private transportation to and from employment (those on HEM cannot use public transportation), etc.).

Home to Hope will be reopening its physical location in phases beginning Monday, June 15, 2020. Staff looks forward to continuing its partnership with the jail as more individuals are released into the community, as well as serving others in the City with lived experience. Again, thank you for your consideration of our proposal to Red Light Management. If you have questions or need additional information, please feel free to contact us.

Sincerely,

*Hollie Lee*

Hollie Lee  
 Chief of Workforce Development Strategies  
 Charlottesville Office of Economic Development  
 610 E. Market Street; Charlottesville, VA 22902  
[leeh@charlottesville.org](mailto:leeh@charlottesville.org) | (434) 970-3117

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



Agenda Date:	October 5, 2020
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.) Temporary Aid to Needy Families (T.A.N.F.) Grants – <b>\$257,479.76</b>

**Background:**

For the past three years, the City of Charlottesville, through the Office of Economic Development (OED), has been receiving matching grants from the Virginia Department of Social Services (VDSS) in order to provide workforce development training and supportive services to individuals residing in the City of Charlottesville living at or below 200% poverty. These grants include:

1. ***VDSS Employment for TANF Participants Grant (BEN-17-056)*** – a \$50,000 grant awarded in 2017 for Growing Opportunities (GO) workforce development training programs and supportive services,
2. ***VDSS Employment for TANF Participants Grant (BEN-19-024)*** – a \$33,800 grant awarded in 2019 to support a 40 hour long-term temporary position in the Downtown Job Center to help staff all GO workforce training programs, and
3. ***VDSS Employment Advancement for TANF Participants Grant (BEN-19-113)*** – a \$130,259.83 grant awarded in October 2019 for additional GO workforce development training programs including minority business/entrepreneurship training programs and supportive services.

VDSS has agreed to renew all three grants for the new fiscal year (July 1, 2020 to June 30, 2021) in the following amounts:

1. V.D.S.S. Employment for T.A.N.F. Participants Grant (3<sup>rd</sup> Renewal) –\$50,000
2. V.D.S.S. Employment for T.A.N.F. Participants Grant (2<sup>nd</sup> Renewal) – \$33,800
3. V.D.S.S. Employment Advancement for T.A.N.F. Participants Grant (2<sup>nd</sup> Renewal) – \$173,679.76

The first two V.D.S.S Employment for T.A.N.F. Participants grants listed above (BEN-17-056 and BEN-19-024) require a 15 percent match of local dollars. The OED has historically matched these grants from the Workforce Investment Fund (P-00385). The third V.D.S.S Employment Advancement for T.A.N.F. Participants grant (BEN-19-113) does not require a match. The OED will once again match the grants from the Workforce Investment Fund – \$7,500 for BEN-17-056 and \$5,070 for BEN-19-024. Funding will be used for the same purposes stated in the original grant



proposals.

### **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. Thirty three GO programs have been administered since 2014. The flagship program, GO Driver, has been conducted eleven 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 \$16.53 per hour. GO Cook, which trains individuals in the culinary arts and prepares them for careers in local food and hospitality establishments has also been run seven times, resulting in almost 40 individuals being placed into employment. 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 \$300 per participant, are also included as part of the programming.

Additionally, the City recently launched the Minority Business Program, which is designed to promote the startup of minority- and woman-owned businesses in the City and the growth and expansion of existing City minority- and woman-owned business. The OED sees business creation and retention as a potential means to self-sufficiency either through full-time business ownership or supplemental income. In FY 2020, the grant funding was used for two iterations of GO Start-Up, which teaches individuals how to start up their own business and provides seed money for essential business creation purposes (e.g., business license fees, websites, business cards, logos, inventory, equipment, etc.). Fifteen individuals participated in the two programs, resulting in 15 new businesses in the Charlottesville community.

### **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, Virginia Career Works, and employer partners. Similarly, on the business development side, partners include the Chamber Business Diversity Council, the Community Investment Collaborative, the Central Virginia Small Business Development Center, and private sector organizations. 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. All funds will be budgeted and expensed in the Grants Fund. The required match for all of the grants totals \$12,570, and will come from previously appropriated Capital Improvement Program funds in the Workforce Investment Fund account.

**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-17-056 Subaward Agreement
- VDSS BEN-19-024 Subaward Agreement
- VDSS BEN-19-113 Subaward Agreement

**APPROPRIATION**  
**Virginia Department of Social Services (V.D.S.S.) Temporary Aid to Needy Families**  
**(T.A.N.F.) Grants**  
**\$257,479.76**

**WHEREAS**, the City of Charlottesville has received a third renewal of grant funds from the Virginia Department of Social Services in the amount of \$50,000 requiring a \$7,500 local in-kind match provided by the Office of Economic Development through the Workforce Investment Fund; and

**WHEREAS**, the City of Charlottesville has received a second renewal of grant funds from the Virginia Department of Social Services in the amount of \$33,800 requiring a \$5,070 local in-kind match provided by the Office of Economic Development through the Workforce Investment Fund; and

**WHEREAS**, the City of Charlottesville has received a second renewal of grant funds from the Virginia Department of Social Services in the amount of \$173,679.76; and

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

**WHEREAS**, the grant award covers the period from July 1, 2020 and June 30, 2021;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$257,479.76 is hereby appropriated in the following manner:

**Revenue – \$57,500**

\$50,000	Fund: 209	IO: 1900374	G/L: 430120 State/Fed pass thru
\$7,500	Fund: 209	IO: 1900374	G/L: 498010

**Expenditures – \$57,500**

\$57,500	Fund: 209	IO: 1900374	G/L: 599999 Lump Sum
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**Transfer – \$7,500**

\$7,500	Fund: 425	WBS P-00385	G/L: 561209 Transfer to State Grants Fund
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**Revenue – \$38,870**

\$33,800	Fund: 209	Cost Center: 1621003000	G/L: 430120 State/Fed pass thru
\$5,070	Fund: 209	Cost Center: 1621003000	G/L: 498010

**Expenditures – \$38,870**

\$38,870	Fund: 209	Cost Center: 1621003000	G/L: 599999 Lump Sum
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**Transfer – \$5,070**

\$5,070	Fund: 425	WBS: P-00385	G/L: 561209 Transfer to State Grants
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**Revenue – \$173,679.76**

\$173,679.76 Fund: 209 IO: 1900373 G/L: 430120 State/Fed pass thru

**Expenditures - \$173,679.76**

\$173,679.76 Fund: 209 IO: 1900373 G/L: 599999 Lump Sum

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$257,479.76 from the Virginia Department of Social Services.

**COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF SOCIAL SERVICES**

**SUBAWARD AGREEMENT  
RENEWAL with MODIFICATIONS**

Date: May 21, 2020

Subaward Agreement No.: BEN-17-056-01

Renewal No.: 3

Modification No.: 1

Issued by: Commonwealth of Virginia  
Department of Social Services  
Division of General Services; Purchasing  
801 East Main Street, 14<sup>th</sup> Floor  
Richmond, Virginia 23219-2901

On behalf of VDSS Division: Benefit Programs

Subgrantee: City of Charlottesville  
Office of Economic Development  
610 East Market Street  
Charlottesville, Virginia 22902

Project: Employment for TANF Participants

This Subaward Agreement Renewal with Modification is entered into pursuant to the provisions of the basic agreement as amended, and is hereby incorporated into and made an integral part of Contract #BEN-17-056-01.

**A. Contract Renewal:**

In accordance with Section VIII, Administrative Requirements; Paragraph A, Amendments, the Commonwealth of Virginia, Department of Social Services (VDSS) wishes to exercise the option to renew the above referenced agreement for an additional 12 month period. Period of renewal will be from July 1, 2020 through June 30, 2021. The total amount of the obligation by the VDSS for reimbursement of actual expenses shall not exceed \$50,000.00 for this period.


**B. Description of Modification:**

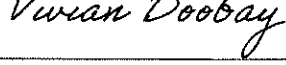
1. Reference Attachment F – Budget: Replace the Budget dated July 1, 2019 through June 20, 2020 with the revised Attachment F – Budget for the period of July 1, 2020 through June 30, 2021.

Except as provided herein, as heretofore changed, the Scope of Services and all terms and condition of the Agreement shall remain unchanged and in fully force and effect. This Renewal with Modification shall become effective upon signature of both parties.

**City of Charlottesville**

**Commonwealth of Virginia  
Department of Social Services**

By:   
(Signature)  
**CHRISTOPHER V. CULLINAN**  
**Director of Finance**  
Name: \_\_\_\_\_  
(Print)  
Title: \_\_\_\_\_  
Date: 5.27.2020

By:   
(Signature)  
Name: Vivian Doobay  
(Print)  
Title: Procurement Officer II  
Date: June 3, 2020

COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF SOCIAL SERVICES

SUBAWARD AGREEMENT  
RENEWAL with MODIFICATIONS

Date: June 1, 2020  
Subaward Agreement No. BEN-19-024-02  
Renewal No: 1  
Modification No.: 1  
Issued by: Commonwealth of Virginia  
Department of Social Services  
Division of General Services, Purchasing  
801 East Main Street, 14<sup>th</sup> Floor  
Richmond, Virginia 23219-2901  
On behalf of VDSS Division: Benefit Programs  
Subgrantee: City of Charlottesville, Office of Economic Development  
Project: Employment for TANF Participants, Phase 2

This Subaward Agreement Renewal with Modification is entered into pursuant to the provisions of the basic agreement as amended, and is hereby incorporated into and made an integral part of Contract #BEN-19-024-02.

**A. CONTRACT RENEWAL:**

In accordance with Section VIII, Administrative Requirements; Paragraph G, Renewal of Agreement, the Commonwealth of Virginia, Department of Social Services (VDSS) wishes to exercise the option to renew the above referenced agreement for an additional 12 month period. Period of renewal will be from July 1, 2020 through June 30, 2021. The total dollar amount of the obligation by the VDSS for reimbursement of actual expenses shall not exceed \$33,800.00 for this period.

**B. DESCRIPTION OF MODIFICATION:**

1. Reference Attachment F – Budget: Replace the Budget dated July 1, 2019 through June 20, 2020 with the revised Attachment F – Budget for the period of July 1, 2020 through June 30, 2021.
2. Reference Attachment D – Overview of Activities/Outcomes: Replace Attachment D with the revised Attachment D – Overview of Activities/Outcome for the period July 1, 2020 through June 30, 2021.

Except as provided herein, as heretofore changed, the Scope of Services and all terms and conditions of the Agreement shall remain unchanged and in full force and effect.

CITY OF CHARLOTTESVILLE  
OFFICE OF ECONOMIC DEVELOPMENT

BY:   
(Signature)

NAME: **CHRISTOPHER V. CULLINAN**  
**Director of Finance**  
(Print)

TITLE: \_\_\_\_\_

DATE: 6.4.2020

COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF SOCIAL SERVICES

BY: Christy Sharpe Digitally signed by Christy Sharpe  
Date: 2020.06.13 07:50:50 -0400  
(Signature)

NAME: Christy Sharpe  
(Print)

TITLE: Senior Procurement Officer

DATE: 6/13/2020



Please enter data into yellow fields only!

### BUDGET SUMMARY - DSS FUNDS AND MATCH FUNDS

<b>SUBGRANTEE NAME</b>	City of Charlottesville Office of Economic Development
<b>Grant Period</b>	July 1, 2020 - June 30, 2021
<b>Contract #</b>	BEN-19-024
<b>Attachment #</b>	Attachment F

BUDGET CATEGORY	TOTAL PROGRAM BUDGET (Including amount from VDSS)	TOTAL VDSS REQUEST	TOTAL MATCH AMOUNT	TOTAL (Match + VDSS Request)
SALARIES	\$33,800.00	\$33,800.00	\$0.00	\$33,800.00
EMPLOYEE BENEFITS	\$10,140.00	\$0.00	\$10,140.00	\$10,140.00
RENT	\$0.00	\$0.00	\$0.00	\$0.00
OFFICE & PROGRAM	\$30,000.00	\$0.00	\$30,000.00	\$30,000.00
EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00
SUBAWARDS	\$0.00	\$0.00	\$0.00	\$0.00
TRAINING/TRANSPORTATION	\$0.00	\$0.00	\$0.00	\$0.00
OTHER	\$0.00	\$0.00	\$0.00	\$0.00
INDIRECT COSTS				
<b>Total</b>	<b>\$ 73,940.00</b>	<b>\$ 33,800.00</b>	<b>\$ 40,140.00</b>	<b>\$73,940.00</b>
<b>Percentage of Total Program Budget Requested from DSS</b>		46%		

Awarded funds cannot be used to supplant existing funds.

Please enter data into yellow fields only!



**BENEFITS**

<b>SUBGRANTEE</b>	City of Charlottesville Office of Economic Development												
<b>Grant Period:</b>	July 1, 2020 - June 30, 2021												
<b>Name of Employee</b>	Rubina Catalano	0	0	0	0	0	0	0	0	0	0	0	0
<b>Title</b>	Job Center Client Engagement Specialist	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total FICA per employee</b>	\$ 2,585.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total RETIREMENT</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total LIFE INSURANCE</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total UNEMPLOYMEN</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total WORKERS COMP</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total HEALTH INSURANCE</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total OTHER BENEFITS</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Benefits per employee</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total benefits requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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OTHER PROPOSED EXPENSES			
SUBGRANTEE NAME:		City of Charlottesville Office of Economic Development	
Grant Period:		July 1, 2020 - June 30, 2021	
LINE ITEM	Amount Requested	LINE ITEM	Amount Requested
RENT – Office		SUBAWARDS	
		STAFF TRAVEL & TRAINING	\$ -
		Travel	
OFFICE and PROGRAM EXPENSES	\$0.00	Training	
Printing			
Postage		OTHER	\$ -
Supplies		Other (Specify)	
Utilities		Other (Specify)	
Phone		Other (Specify)	
Participant Support Costs		Other (Specify)	
Training costs for GO program participants		Other (Specify)	
Supportive services costs for GO program participants		Other (Specify)	
Other Program Expenses (Specify)		Other (Specify)	
Other Program Expenses (Specify)			
EQUIPMENT	\$ -		
Place each individual equipment purchase over \$5,000 below. Each equipment purchase under \$5,000 should be placed under Supplies above. Place each equipment purchase with a service life of one year or less (no matter the cost) under Supplies as well.			
Equipment Purchase (Specify)			
Equipment Purchase (Specify)			
Equipment Leases (any amount)		Total	\$ -

**MATCH**

<b>SUBGRANTEE NAME:</b>	City of Charlottesville Office of Economic Development				
<b>Grant Period:</b>	July 1, 2020 - June 30, 2021				
<b>BUDGET CATEGORY</b>	<b>BRIEF DESCRIPTION</b>	<b>SOURCE</b> -Supply the original source that is providing the cash or in-kind match.	<b>CASH</b>	<b>IN-KIND VALUE</b>	<b>TOTAL MATCH</b>
Salaries					\$ -
Employee Benefits	FICA and Health Insurance for Rubina Catalano	City of Charlottesville Downtown Job Center Operating Budget		\$10,140.00	\$ 10,140.00
Rent					\$ -
Office and Program	Training costs associated with GO program participants (instructors, books, testing fees) and supportive services for GO program participants (rent assistance, transportation, etc.)	City of Charlottesville Workforce Investment Fund and Home to Hope Operating Budget		\$30,000.00	\$ 30,000.00
Equipment					\$ -
Subcontracting Services					\$ -
Training & Transportation					\$ -
Other					\$ -
<b>Total Amounts Supplied by Match</b>			\$ -	\$ 40,140.00	\$ 40,140.00

## INDIRECT COSTS

<b>SUBGRANTEE NAME</b>	City of Charlottesville Office of Economic Development
<b>Grant Period:</b>	July 1, 2020 - June 30, 2021

### DE MINIMUS CALCULATION

<b>DIRECT COSTS</b>	
SALARIES	\$33,800.00
EMPLOYEE BENEFITS	\$0.00
RENT	\$0.00
OFFICE & PROGRAM	\$0.00
EQUIPMENT	\$0.00
SUBAWARDS	\$0.00
TRAINING/TRANSPORTATION	\$0.00
OTHER	\$0.00
<b>TOTAL DIRECT COSTS</b>	<b>\$33,800.00</b>
<b>EXCLUDED EXPENSES</b>	
Rent	\$0.00
Equipment	\$0.00
Subcontracting Expenses >\$25,000	
Other Excluded Costs	
<b>Total Excluded Costs</b>	<b>\$0.00</b>
<b>Total Direct Costs - Excluded Costs = <u>Base</u></b>	<b>\$33,800.00</b>
<b>Indirect Costs Percentage Rate</b>	<b>0%</b>
<b>Base x Percentage Rate = <u>Indirect Costs</u></b>	<b>\$0.00</b>

<b>INDIRECT COSTS</b>	
<b>SUBGRANTEE NAME</b>	City of Charlottesville Office of Economic Development
<b>Grant Period:</b>	July 1, 2020 - June 30, 2021
<b><u>Indirect Costs Calculation with NICRA</u></b>	
<b>Direct Costs</b>	
SALARIES	\$33,800.00
EMPLOYEE BENEFITS	\$0.00
RENT	\$0.00
OFFICE & PROGRAM	\$0.00
EQUIPMENT	\$0.00
SUBAWARDS	\$0.00
TRAINING/TRANSPORTATION	\$0.00
OTHER	\$0.00
<b>TOTAL DIRECT COSTS</b>	<b>\$33,800.00</b>
<b><u>EXCLUDED EXPENSES</u></b>	
Please enter the <u>total</u> amount of all <u>excluded</u> expenses from direct costs above (according to your NICRA).	
<b>Total Direct Costs - Excluded Costs = <u>Base</u></b>	<b>\$33,800.00</b>
<b>Indirect Costs Percentage Rate</b>	
<b>Base x Percentage Rate = <u>Indirect Costs</u></b>	<b>\$0.00</b>
Please submit a copy of your NICRA (Negotiated Indirect Cost Rate Agreement) with this application.	



## BUDGET NARRATIVE

<b>SUBGRANTEE NAME</b>	City of Charlottesville Office of Economic Development	
<b>Grant Period:</b>	July 1, 2020 - June 30, 2021	
<b>Line Item</b>	<b>Budget Request</b>	<b>Narrative Description</b>
<b>SALARIES</b>		
	\$33,800.00	Salary for Rubina Catalano who will be assigned to work each GO training program and support the students throughout training. The City of Charlottesville will cover the cost of her benefits and insurance, as well as the cost for running the training programs and paying for supportive services.
<b>BENEFITS</b>		
	\$0.00	
<b>RENT -- Office</b>		
	\$0.00	
<b>OFFICE and PROGRAM EXPENSES</b>		
Printing	\$0.00	
Postage	\$0.00	
Supplies	\$0.00	
Utilities	\$0.00	
Phone	\$0.00	
Participant Support Costs	\$0.00	
Training costs for GO program participants	\$0.00	
Supportive services costs for GO program participants	\$0.00	
Other Program Expenses (Specify)	\$0.00	
Other Program Expenses (Specify)	\$0.00	
<b>EQUIPMENT</b>		
Equipment Purchase (Specify)	\$0.00	
Equipment Purchase (Specify)	\$0.00	
Equipment Leases (any amount)	\$0.00	
<b>SUBAWARDS</b>		
	\$0.00	
<b>STAFF TRAVEL &amp; TRAINING</b>		
Travel	\$0.00	
Training	\$0.00	
<b>OTHER</b>		
Other (Specify)	\$0.00	
Other (Specify)	\$0.00	
Other (Specify)	\$0.00	

Other (Specify)	\$0.00	
Other (Specify)	\$0.00	
Other (Specify)	\$0.00	
Other (Specify)	\$0.00	
<b>INDIRECT</b>		
<b>Total</b>	<b>\$33,800.00</b>	

**WORK PLAN**

Action Steps	Agency/Individual Responsible	Start Date	End Date
GO Deliver – program to train individuals in OSHA 10, defensive driving, CDC delivery guidelines for jobs as retail/food delivery drivers resulting from employer need due to COVID-19	City of Charlottesville Downtown Job Center / Rubina Catalano, Client Engagement Specialist	September 2020	November 2020
GO Tradeswomen – program to train women in the skilled trades – includes NCCER Core Curriculum and Carpentry, OSHA 10, CPR/First Aid for jobs with local construction employers	City of Charlottesville Downtown Job Center / Rubina Catalano, Client Engagement Specialist	October 2020	January 2021
GO Driver – program to train individuals in CDL, defensive driving, CPR/First Aid to become school bus drivers for the City of Charlottesville	City of Charlottesville Downtown Job Center / Rubina Catalano, Client Engagement Specialist	March 2021	June 2021

## a. OUTCOMES AND BENEFITS EXPECTED

Component	1 <sup>st</sup> Quarter Ending September 30, 2020	2 <sup>nd</sup> Quarter Ending December 31, 2020	3 <sup>rd</sup> Quarter Ending March 31, 2021	4 <sup>th</sup> Quarter Ending June 30, 2021
# Participants	0	6	7	8
# Entered Employment	0	5	6	7
# unique Employers	0	3	3	2
Average Hourly Starting Wage	\$0.00	\$11.00	\$15.00	\$16.00
# With Benefits	0	3	4	2
# Employed Part Time	0	0	0	5
# Employed Full Time	0	5	6	2
Average Wage increase	\$0.00	\$2.00	\$5.00	\$6.00
# obtaining wage increase	0	5	6	7
# Jobs in a Career Pathway	0	5	6	7

**COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF SOCIAL SERVICES**

**SUBAWARD AGREEMENT  
RENEWAL with MODIFICATIONS**

Date: June 3, 2020

Subaward Agreement No.: BEN-19-113-03

Renewal No. 1

Modification: 1

Issued by: Commonwealth of Virginia  
Department of Social Services  
Division of General Services, Purchasing  
801 East Main Street, 14<sup>th</sup> Floor  
Richmond, Virginia 23219-2901

On behalf of VDSS Division: Benefit Programs

Subgrantee: City of Charlottesville  
Office of Economic Development  
610 East Market Street  
Charlottesville, Virginia 22902

Project: Employment Advancement for TANF Participants

This Subaward Agreement Renewal with Modification is entered into pursuant to the provisions of the basic agreement as amended, and is hereby incorporated into and made an integral part of Contract #BEN-19-113-03.

**A. Contract Renewal:**

In accordance with Section VIII, Administrative Requirements; Paragraph A, Renewal of Agreement, the Commonwealth of Virginia, Department of Social Services (VDSS) wishes to exercise the option to renew the above referenced agreement for an additional 12 month period. Period of renewal will be from July 1, 2020 through June 30, 2021. The total amount of the obligation by the VDSS for reimbursement of actual expenses shall not exceed \$173,679.76 for this period.


**B. Description of Modification:**

1. Reference Attachment F – Budget: Replace the Budget dated July 1, 2019 through June 20, 2020 with the revised Attachment F – Budget for the period of July 1, 2020 through June 30, 2021
2. Reference Attachment D – Overview of Activities/Outcomes: Replace Attachment D with the revised Attachment D – Overview of Activities/Outcome for the period July 1, 2020 through June 30, 2021.

Except as provided herein, as heretofore changed, the Scope of Services and all terms and condition of the Agreement shall remain unchanged and in fully force and effect. This Renewal with Modification shall become effective upon signature of both parties.

**City of Charlottesville  
Office of Economic Development**

**Commonwealth of Virginia  
Department of Social Services**

By:   
(Signature)  
**CHRISTOPHER V. CULLINAN**  
Name: Director of Finance  
(Print)  
Title: \_\_\_\_\_  
Date: 6.4.2020

By: Christy Sharpe Digitally signed by Christy Sharpe  
Date: 2020.06.11 12:32:53 -04'00'  
(Signature)  
Name: Christy Sharpe  
(Print)  
Title: Senior Procurement Officer  
Date: 6/11/2020

## BUDGET SUMMARY - DSS FUNDS

<b>SUBGRANTEE NAME</b>	City of Charlottesville - Office of Economic Development
<b>Grant Period</b>	July 1, 2020 - June 30, 2021
<b>Contract #</b>	BEN-19-113
<b>Attachment #</b>	Attachment F

BUDGET CATEGORY	<u>TOTAL PROGRAM BUDGET</u> <i>(Including amount requested from VDSS)</i>	TOTAL <u>VDSS</u> <u>REQUEST</u>
SALARIES	\$11,700.00	\$11,700.00
EMPLOYEE BENEFITS	\$0.00	\$0.00
RENT	\$0.00	\$0.00
OFFICE & PROGRAM	\$161,979.76	\$161,979.76
EQUIPMENT	\$0.00	\$0.00
SUBAWARDS	\$0.00	\$0.00
TRAINING/TRANSPORTATION	\$0.00	\$0.00
OTHER	\$0.00	\$0.00
INDIRECT COSTS	\$0.00	FALSE
<b>Total</b>	<b>\$173,679.76</b>	<b>\$173,679.76</b>
<b>Percentage of Total Program Budget Requested from DSS</b>		100%

Awarded funds cannot be used to supplant existing funds.





**ITEMIZED BUDGET - BENEFITS**

<b>SUBGRANTEE</b>	City of Charlottesville - Office of Economic Development												
<b>Grant Period:</b>	July 1, 2020 - June 30, 2021												
<b>Name of Employee</b>	Asmar Carter	0	0	0	0	0	0	0	0	0	0	0	0
<b>Title</b>	Job Center Intern	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total FICA per employee</b>	\$ 895.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total RETIREMENT</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total LIFE INSURANCE</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total UNEMPLOYMENT</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total WORKERS COMP</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total HEALTH INSURANCE</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total OTHER BENEFITS</b>													
<b>% requested from DSS</b>													
<b>Amt requested from DSS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Benefits per employee</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total benefits requested from DSS</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



ITEMIZED BUDGET - OTHER PROPOSED EXPENSES			
SUBGRANTEE Name:		City of Charlottesville - Office of Economic Development	
Grant Period:		July 1, 2020 - June 30, 2021	
LINE ITEM	Amount Requested	LINE ITEM	Amount Requested
Only list expenses directly related to this program.			
RENT		SUBAWARDS	
		STAFF TRAVEL & TRAINING	\$ -
		Travel	
OFFICE and PROGRAM EXPENSES	\$161,979.76	Training	
Printing			
Postage		OTHER	\$ -
Supplies (10 laptops for virtual classes/\$500 each)	\$5,000.00	Other (Specify)	
Utilities		Other (Specify)	
Phone		Other (Specify)	
Participant Support Costs		Other (Specify)	
Program Expenses (Training costs for GO programs including GO Driver, GO Cook, GO Start-Up, GO Contractor's Academy, and	\$73,489.88	Other (Specify)	
Program Expenses (Grant funds for the GO Start-Up program for participants who successfully complete and other low-income	\$73,489.88	Other (Specify)	
Program Expenses (Supportive services such as transportation assistance, rental assistance, childcare subsidies, assistance with	\$10,000.00	Other (Specify)	
Program Expenses (Specify)			
EQUIPMENT	\$ -		
Place each individual equipment purchase over \$5,000 below. Each equipment purchase under \$5,000 should be placed under Supplies above. Place each equipment purchase with a service life of one year or less (no matter the cost) under Supplies as well.			
Equipment Purchase over \$5,000 (Specify)			
Equipment Purchase pver \$5,000 (Specify)			
Equipment Leases		Total	\$ 161,979.76

\* Awarded funds cannot be used to supplant existing funds.

**INDIRECT COSTS**

<b>Subgrantee Name:</b>	<b>City of Charlottesville - Office of Econo</b>
<b>Grant Period:</b>	<b>July 1, 2020 - June 30, 2021</b>

If you have a federally approved indirect costs rate, skip this page and go to Tab P-5 (2).

**INDIRECT COSTS -- DE MINIMUS CALCULATION**

**DIRECT COSTS**

SALARIES	\$11,700.00
EMPLOYEE BENEFITS	\$0.00
RENT	\$0.00
OFFICE & PROGRAM	\$161,979.76
EQUIPMENT	\$0.00
SUBAWARDS	\$0.00
TRAINING/TRANSPORTATION	\$0.00
OTHER	\$0.00
<b>TOTAL DIRECT COSTS</b>	<b>\$173,679.76</b>

**EXCLUDED EXPENSES**

Rent	\$0.00
Equipment over \$5,000	\$0.00
Subcontracting Expenses: Amount >\$25,000	FALSE
Other Excluded Costs	\$0.00
<b>Total Excluded Costs</b>	<b>\$0.00</b>
<b>Total Direct Costs - Excluded Costs = <u>Base</u></b>	<b>\$173,679.76</b>
<b>Indirect Costs Percentage Rate</b>	0.00%
<b>Base x Percentage Rate = <u>Indirect Costs</u></b>	<b>\$0.00</b>

# INDIRECT COSTS

<b>Subgrantee Name:</b>	<b>City of Charlottesville - Office of E</b>
<b>Grant Period:</b>	<b>July 1, 2020 - June 30, 2021</b>

**Skip this sheet if you filled out TAB P-5 Indirect.**

## Indirect Costs Calculation with NICRA

<b>Direct Costs</b>	
SALARIES	\$11,700.00
EMPLOYEE BENEFITS	\$0.00
RENT	\$0.00
OFFICE & PROGRAM	\$161,979.76
EQUIPMENT	\$0.00
SUBAWARDS	\$0.00
TRAINING/TRANSPORTATION	\$0.00
OTHER	\$0.00
<b>TOTAL DIRECT COSTS</b>	<b>\$173,679.76</b>

**EXCLUDED EXPENSES**

Please enter the total amount of all excluded expenses from above (according to your NICRA). \_\_\_\_\_

Total Direct Costs - Excluded Costs = Base \$173,679.76

Federally Approved Indirect Costs Percentage Rate \_\_\_\_\_

Base x Percentage Rate = Indirect Costs \$0.00

## BUDGET NARRATIVE

<b>SUBGRANTEE Name:</b>	<b>City of Charlottesville - Office of Economic Development</b>	
<b>Grant Period:</b>	<b>July 1, 2020 - June 30, 2021</b>	
Line Item	Budget Request	Narrative Description
<b>SALARIES</b>		
	\$11,700.00	Stipend for 15/hour a week intern to assist with GO programs. This includes helping case manage the students and attend classes to provide support in class (or virtually).
<b>BENEFITS</b>		
	\$0.00	
<b>RENT</b>		
	\$0.00	
<b>OFFICE and PROGRAM EXPENSES</b>		
Printing	\$0.00	
Postage	\$0.00	
Supplies (10 laptops for virtual classes/\$500 each)	\$5,000.00	Purchase of 10 laptops for virtual classes for GO program participants. Expected amount is \$500/laptop.
Utilities	\$0.00	
Phone	\$0.00	
Participant Support Costs	\$0.00	
Program Expenses (Training costs for GO programs including GO Driver, GO Cook, GO Start-Up, GO Contractor's Academy, and other GO programs that are needed by employers)	\$73,489.88	Training costs for GO programs including GO Driver, GO Cook, GO Start-Up, GO Contractor's Academy, and other GO programs that are needed by employers.
Program Expenses (Grant funds for the GO Start-Up program for participants who successfully complete and other low-income business owners. Funds will go towards start up costs associated with the business.)	\$73,489.88	Grant funds for the GO Start-Up program for participants who successfully complete and other low-income business owners. Funds will go towards start up and other business expenses.
Program Expenses (Supportive services such as transporatation assistance, rental assistance, childcare subsidies, assistance with utility/phone bills, etc.)	\$10,000.00	Supportive services such as transporatation assistance, rental assistance, childcare subsidies, assistance with utility/phone bills, etc. for GO program participants.
Program Expenses (Specify)	\$0.00	
<b>EQUIPMENT</b>		
Equipment Purchase over \$5,000 (Specify)	\$0.00	

Equipment Purchase pver \$5,000 (Specify)	\$0.00	
Equipment Leases	\$0.00	
<b>SUBAWARDS</b>		
	\$0.00	
<b>STAFF TRAVEL &amp; TRAINING</b>		
Travel	\$0.00	
Training	\$0.00	
<b>OTHER</b>		
Other (Specify)	\$0.00	
Other (Specify)	\$0.00	
Other (Specify)	\$0.00	
Other (Specify)	\$0.00	
Other (Specify)	\$0.00	
Other (Specify)	\$0.00	
Other (Specify)	\$0.00	
<b>INDIRECT</b>		
	FALSE	
<b>Total</b>	<b>\$173,679.76</b>	

**Attachment D – Work Plan City of Charlottesville – Office of Economic Development**

**WORK PLAN**

<b>Action Steps</b>	<b>Agency/Individual Responsible</b>	<b>Start Date</b>	<b>End Date</b>
GO Cook – program to train individuals in the culinary arts for employment with local food establishments (restaurants, hotels, etc.)	Office of Economic Development/Downtown Job Center	September 2020	November 2020
GO Start-Up – program to train individuals to start their own business; come in with an idea and leave with a legally formed business	Office of Economic Development	September 2020	Novemeber 2020
GO Cook – program to train individuals in the culinary arts for employment with local food establishments (restaurants, hotels, etc.)	Office of Economic Development/Downtown Job Center	March 2020	May 2020
GO Start-Up – program to train individuals to start their own business; come in with an idea and leave with a legally formed business	Office of Economic Development	March 2020	May 2020
GO Driver – program to train individuals in CDL, defensive driving, CPR/First Aid to become school bus drivers for the City of Charlottesville	Office of Economic Development/Downtown Job Center	April 2021	June 2021



**Attachment D – Work Plan City of Charlottesville – Office of Economic Development**

**a. OUTCOMES AND BENEFITS EXPECTED**

*i. Expected Outcomes and Benefits Describe the anticipated enrollment levels and the outcomes and benefits of the program/services by completing the tables below.*

<b>Component</b>	<b>1<sup>st</sup> Quarter Ending September 30, 2020</b>	<b>2<sup>nd</sup> Quarter Ending December 31, 2020</b>	<b>3<sup>rd</sup> Quarter Ending March 31, 2021</b>	<b>4<sup>th</sup> Quarter Ending June 30, 2021</b>
#/Enrolled	0	14	0	20
# Entered Employment	0	14	0	20
# Employed 3 Months	0	14	0	20
# Employed 6 Months	0	14	0	20
# Employed 1 Year	0	10	0	15
Average Hourly Wage at Employment	\$0.00	\$12.00	\$0.00	\$14.00
# Employed with Benefits	0	4	0	8
# Employed Part-Time	0	8	0	8
# Employed Full Time	0	6	0	12
Average Hourly Wage Increase	\$0.00	\$2.00	\$0.00	\$4.00
# Obtaining Wage Increase	0	14	0	20
# Who Obtained a Promotion	0	0	0	0
# Who Obtained a GED	0	0	0	0
# Who Obtained SSI	0	0	0	0
#Number Who Completed Treatment	0	0	0	0

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



Agenda Date:	October 5, 2020
Action Required:	Appropriation
Presenter:	Shayla Givens, Human Services Department
Staff Contacts:	Shayla Givens, Human Services Department Kaki Dimock, Human Services Department
Title:	<b>Virginia Juvenile Community Crime Control Act Grant (V.J.C.C.C.A.) - \$452,704</b>

**Background:**

In July 2010, the City of Charlottesville became the fiscal agent for the Virginia Juvenile Community Crime Control Act (V.J.C.C.C.A.) funds for both Charlottesville and Albemarle County. This funding stream was established by the 1995 Virginia General Assembly to create balanced, community-based systems of sanctions, programs and services for juvenile offenders. These funds are used to support the Community Attention programs. In Fiscal Year 2021, \$292,058 in V.J.C.C.C.A. funds will be received from the Virginia Department of Juvenile Justice with a required local maintenance of effort of \$52,231 from Albemarle County, and \$108,415 from the City for a total of \$452,704. The grant period is from July 1, 2020 through June 30, 2021.

**Discussion:**

The V.J.C.C.C.A. grant funds the delinquency prevention and youth development services provided by Community Attention for Charlottesville/Albemarle youth involved in the juvenile justice system. These services include the following programs: the Teens GIVE service learning program that provides community service opportunities during both the school year and the summer; the Community Supervision Program that provides pro-social skills training like anger management, individual and group counseling services and case management services for youth on electronic monitoring; the Community Attention Youth Internship Program (CAYIP) which provides paid internship opportunities; the Family Based Intervention Program which provides evidence-based, family centered intervention programs and the Juvenile Court Case Manager position providing supervision and case management services for youth identified by the court as truant. Juvenile justice prevention programming has also been approved by the Virginia Department of Juvenile Justice for FY21, allowing staff to engage young people in services without having a formal juvenile justice matter or charges. This is an important evolution in this funding and aligns with local efforts to help young people avoid formal involvement in the juvenile justice system.

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

The VJCCCA grant aligns with the City of Charlottesville's Strategic Plan - Goal 2: A Healthy

and Safe City Objective 2.3: Improve community health and safety outcomes by connecting residents with effective resources.

Community Attention's VJCCCA funded programs provide community based services that prevent delinquency and promote the healthy development of youth. Expected outcomes include decreased delinquent behavior during and after program participation.

**Community Engagement:**

The VJCCCA funded programs engage local youth involved in the juvenile justice system and their families by providing delinquency prevention and youth development programs. The programs also engage and coordinate with other local agencies and organizations in the provision of services to the youth.

**Budgetary Impact:**

The funds will be expensed and reimbursed to the V.J.C.C.C.A. account in the Grant Fund. The required General Fund City match was previously appropriated as part of the Fiscal Year 2021 Council Adopted Budget, no new City funds are required.

**Recommendation:**

Staff recommends approval and appropriation of funds.

**Alternatives:**

If the V.J.C.C.C.A. funds are not appropriated, Community Attention would have to serve fewer youth and eliminate programs and staff.

**Attachments:**

Appropriation

**APPROPRIATION**  
**Virginia Juvenile Community Crime Control Act Grant (VJCCCA)**  
**\$452,704**

**WHEREAS**, the City of Charlottesville has been awarded \$292,058 from the Virginia Department of Juvenile Justice; and

**WHEREAS**, this grant requires local maintenance of effort funds in the amount of \$52,231 from Albemarle County and \$108,415 from the City; and

**WHEREAS**, the grant award covers the period from July 1, 2020 through June 30, 2021.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$452,704 is hereby appropriated in the following manner:

**Revenue – \$452,704**

\$292,058	Fund: 220	Cost Center: 3523001000	G/L Account: 430080
\$52,231	Fund: 220	Cost Center: 3523001000	G/L Account: 432030
\$108,415	Fund: 220	Cost Center: 3523001000	G/L Account: 498010

**Expenditures - \$452,704**

\$ 53,075	Fund: 220	Cost Center: 3523001000	G/L Account: 519999
\$399,629	Fund: 220	Cost Center: 3523001000	G/L Account: 530010

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$292,058 from Virginia Department of Juvenile Justice, and \$52,231 from Albemarle County.

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



<b>Agenda Date:</b>	October 5, 2020
<b>Action:</b>	Public Hearing/Approval of Appropriation (2 <sup>nd</sup> reading)
<b>Presenter:</b>	John Blair, Acting City Manager
<b>Staff Contacts:</b>	Paul Oberdorfer, Deputy City Manager Letitia Shelton, Deputy City Manager Chris Cullinan, Director of Finance
<b>Title:</b>	<b>Appropriate Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding – 2<sup>nd</sup> Allocation - \$4,123,776</b>

**Background:**

On March 12, 2020, the Council confirmed the City Manager’s declaration of a state of emergency effective that day and subsequent declarations of states of emergency were declared by the President and the Governor of Virginia. Since that time, Congress passed the CARES Act, which established a \$150 billion Coronavirus Relief Fund (CRF) to assist state, local, territorial, and tribal governments with direct costs associated with this event. Virginia’s allocation of these funds is \$3.1 billion.

On July 28, 2020, Governor Northam announced a second allocation of Coronavirus Relief Funds (CRF) to local governments made available through the CARES Act. The second allocation of funds to the City totals \$4,123,776; the same amount as the first allocation made to the City in June 2020. Similar to the first allocation, the second allocation was determined on a population-based distribution. In order to receive the second allocation of funds from the Commonwealth, the City had to provide an update on its progress utilizing the first allocation of funds and certify acknowledgment of the requirements for using CRF.

**Discussion:**

The regulations and uses of the second allocation of funds are the same as the first round.

Eligible expenses include those related to the City’s direct response to the pandemic. Additionally, “second order” effects of the pandemic are eligible, including business disruption funding and other economic support to those impacted economically. It is important to note that federal guidance specifically prohibits the use of CARES/CRF funding to offset any losses of revenue incurred by public entities.

General guidelines for potential uses of these funds include expenditures that:

- Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- Were not accounted for in the budget most recently approved as of March 27, 2020 for the locality; and
- Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

A broad range of uses are permitted, however, funds must not be used to fill revenue shortfalls. Additionally, funds must only be used for qualifying purposes which were not accounted for in the FY 2020 Adopted Budget. The City must return any unexpended funds remaining after December 30, 2020. While proposed expenditures are not required to be authorized prior to use, appropriate documentation which demonstrates that expenditures made comply with federal law is required. Under the provisions of the CARES Act, the Inspector General of the Department of the Treasury is responsible for determining appropriate use of CRF funds. If a state or locality were to expend funds in a manner inconsistent with the intent of the Act, that expenditure shall become a debt owed to the federal government.

The table below lists staff's recommended uses of the CARES funds which align with the certification requirements and Treasury guidance and the City's Covid 19 management and strategy. Given the fluid and on-going nature of the situation, a Contingency Reserve Fund is included below. Also, the City's response may require the reallocation some of the items presented below as conditions change.

<b>Category</b>	<b>Description</b>	<b>Amount</b>	<b>% of TOTAL</b>
Business Support	Second round of small business relief grants, additional commercial corridor support, CACVB funding for mobile visitor center, second round of BRACE grants	\$825,000	20.0%
Community Support	Nutrition support thru JABA and Sin Barreras, housing services, PPE/operational support for Westhaven residents, emergency resource hotline	\$639,000	15.5%
Employee Support	Hazard pay for CPD, CFD, Sheriff and DSS	\$381,876	9.3%
Operational Modifications	City Hall lobby modifications, City facility modifications (access control upgrades, touchless faucets, enhanced cleaning), School facility modifications (thermal imaging equipment, air sanitizers and scrubbers, HVAC improvements, virus mitigation surfaces)	\$1,275,500	30.9%
Technology	Drop off ballot box security, hardware/software for remote video and training, broadcast and streaming equipment for CitySpace, NDS conference room upgrades to support plans/permits acceptance and review, employee health/safety enhancements, online collaboration improvements	\$377,400	9.2%
Subtotal		\$3,498,776	84.8%
	Contingency Reserve Fund	\$625,000	15.2%
<b>TOTAL</b>		<b>\$4,123,776</b>	<b>100.0%</b>

**Alignment with Council Vision Areas and Strategic Plan:**

This action aligns with the Council’s Vision as a Great Place to Live for All of Our Citizens. It also aligns with the City Council’s Strategic Plan Goals.

**Budgetary Impact:**

There is no direct budget impact. Funds in the amount of \$4,123,776 have been allocated to the City by the Commonwealth for one-time uses directly associated with the City’s response to the COVID-19 pandemic through provisions of the CARES Act. All funds are subject to conditions established

by the U.S. Treasury and the Commonwealth and must be expended for eligible expenditures incurred between March 1, 2020 and December 30, 2020. Any unused funds must be returned.

**Recommendation:**

Staff recommends approval of the Appropriation.

**Attachments:**

1. CARES Appropriation



**APPROPRIATION**  
**Coronavirus Aid, Relief, and Economic Act (CARES) Funds – Second Allocation**  
**\$4,123,776.00**

WHEREAS, Commonwealth of Virginia has allocated a second round of federal funds from the Coronavirus Aid Relief and Economic Security (CARES) Act to the City in the amount of \$4,123,776 to address the COVID-19 pandemic;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the following is hereby appropriated in the following manner which conform with the conditions and guidance established by the Commonwealth, U.S. Treasury, and the City:

**Revenue**

\$4,123,776                      Fund: 208              Cost Center: 9900000000              G/L Account: 430127

**\$4,123,776 Expenditures**

Business Support

\$825,000                      Fund: 208              Order: 1900353                              G/L Account: 599999

Community Support

\$639,000                      Fund: 208              Order: 1900354                              G/L Account: 599999

Operational Modifications

\$1,275,000                      Fund: 208              Order: 1900355                              G/L Account: 599999

Employee Support

\$381,876                      Fund: 208              Order: 1900356                              G/L Account: 599999

Technology

\$377,400                      Fund: 208              Order: 1900357                              G/L Account: 599999

Contingency Reserve Fund

\$625,000                      Fund: 208              Order: 1900358                              G/L Account: 599999

BE IT FURTHER RESOLVED, the amounts above appropriated appropriation shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of this Council.

BE IT FURTHER RESOLVED, the amounts hereinabove appropriated for the categories of Business Support, Community Support, Operational Modifications, Employee Support, Technology, Contingency Reserve Fund, may on authorization from the City Manager, or his designee, be transferred between categories as needed to meet unforeseen circumstances.

**CITY OF CHARLOTTESVILLE  
CITY COUNCIL AGENDA**



Agenda Date:	October 5, 2020
Action Required:	Approve (First Reading of Ordinance)
Presenter:	Lauren Hildebrand, Director of Utilities
Staff Contacts:	Lauren Hildebrand, Director of Utilities Christian Chirico, Gas Utility Engineer
Title:	<b>Quitclaim Gas Easements to VDOT – Sunset Drive &amp; Jersey Pine Ridge</b>

**Background:**

In 2011 the City acquired a natural gas line easement from Woodbriar Associates. The easement is located within Sunset Drive and Jersey Pine Ridge in the Briarwood subdivision in Albemarle County. The Virginia Department of Transportation is prepared to accept these roads into the state highway system. An ordinance and quitclaim deed have been drafted quitclaiming to VDOT the City's natural gas easements within these rights of way.

**Discussion:**

The quitclaim deed requires the gas lines to remain in their present location, and if any of the streets cease to be part of the state's highway system, the easement in that street will automatically revert back to the City. The natural gas lines and facilities continue to be owned and maintained by the City even after the easements are quitclaimed to the state.

**Alignment with Council Vision Areas and Strategic Plan:**

This contributes to Objective 3.2 of the Strategic Plan, to provide reliable and high quality infrastructure.

**Community Engagement:**

Not applicable.

**Alternatives:**

If the ordinance is not approved, VDOT will not accept the roadways into its road maintenance system

**Budgetary Impact:**

None.

**Recommendation:**

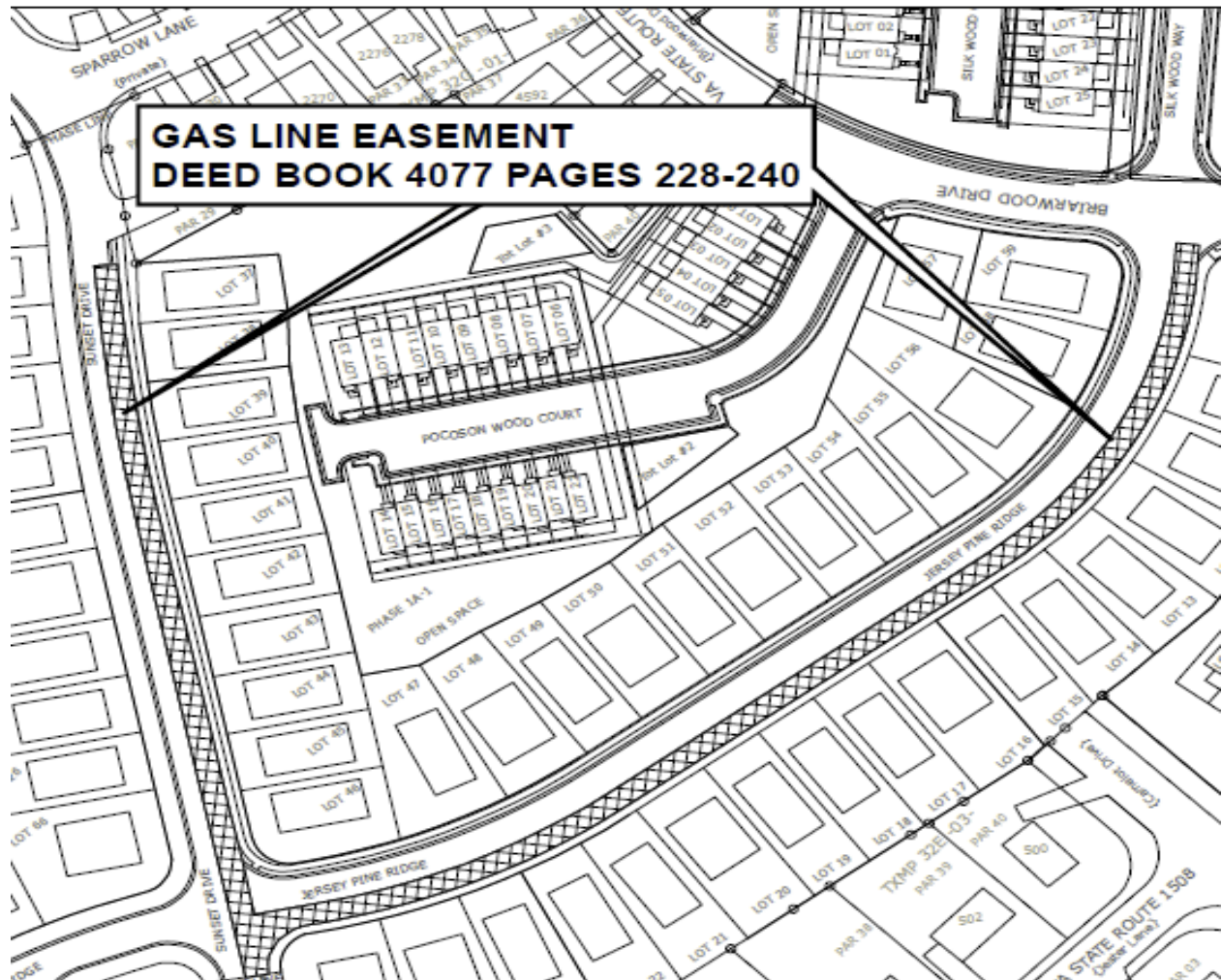
Approval of the attached ordinance and quitclaim deed.

**Attachments:**

Ordinance and Deed of Quitclaim (with plats attached).

**ORDINANCE  
CLOSING, VACATING AND DISCONTINUING  
CERTAIN UTILITY EASEMENTS  
WITHIN THE PUBLIC RIGHTS OF WAY FOR JERSEY PINE RIDGE  
AND SUNSET DRIVE, PUBLIC STREETS WITHIN THE BRIARWOOD SUBDIVISION  
LOCATED IN ALBEMARLE COUNTY, VIRGINIA**

**WHEREAS**, the developers of the Briarwood Subdivision (“Developers”) previously granted two gas line easements to the City, over and across land within the public rights of way for Jersey Pine Ridge and Sunset Drive, in the locations depicted as follows:



And,

**WHEREAS**, the public rights of way in which the City’s gas line easements are located have been or will be transferred to the Commonwealth of Virginia, Department of Transportation, which will own and maintain the public streets constructed within the public rights of way; and

**WHEREAS**, the Commonwealth of Virginia has requested the City to vacate the

easements previously granted, so that upon transfer of the public streets for use and maintenance by the Commonwealth, the title to the land will be clear; and

**WHEREAS**, the City’s Director of Utilities has recommended that the Commonwealth’s request can be accommodated, so long as the City’s gas lines will be allowed to remain;

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Charlottesville, Virginia that the Easements are hereby vacated, **PROVIDED, HOWEVER**, that the vacation of the foregoing Easements is hereby made conditionally, subject to the following conditions:

1. The Virginia Department of Transportation (VDOT) may require the City to obtain a permit for each of the City’s natural gas lines, and related facilities (collectively, “gas lines”) located within the rights of way that are the subject of this Ordinance; however, the gas lines shall remain within their current locations, and the City shall have the right to continue to operate, maintain, alter, repair, inspect, protect, remove or replace the gas lines for so long as the Commonwealth of Virginia, Department of Transportation uses the rights of way for Jersey Pine Ridge and Sunset Drive as state-owned and maintained public streets or highways;
2. In the event that the rights-of-way for Jersey Pine Ridge or Sunset Drive cease to be used or maintained as public streets or highways of the Commonwealth, the Easements, and the City’s rights, title and interests thereunder shall revert back to the City.
3. The City Attorney shall prepare a Deed of Quitclaim referencing the easements to be vacated by this ordinance, and for recordation within the land records, consistent with this ordinance. The City Attorney will cause the Deed of Vacation and this Ordinance to be recorded within the land records of the jurisdiction in which the Easements vacated by this Ordinance were previously recorded. Within any such Deed of Quitclaim, the City will indemnify and save harmless the Commonwealth of Virginia, Department of Transportation, its employees, agents, and officers from claims arising from the City’s exercise of rights or privileges to operate its gas lines within the public rights of way, to the extent such indemnification is authorized or available under the laws of the Commonwealth of Virginia.

In the event that a Deed of Quitclaim has not been recorded in the City’s land records within one (1) year after the date of approval of this Ordinance by City Council, then this Ordinance shall be void.

**AND BE IT FURTHER ORDAINED BY CITY COUNCIL THAT the requirement within City Code Section 2-97 (for a two readings of an ordinance) is hereby WAIVED and this Ordinance shall be effective upon its adoption by Council without any requirement for a second reading.**

Approved by Council  
December 2, 2019

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Clerk of Council

Prepared by Lisa A. Robertson (VSB #32486)  
Charlottesville City Attorney's Office  
P.O. Box 911, Charlottesville, VA 22902

Albemarle County – Tax Map Parcel#32G, Parcel 1 (Briarwood Subdivision)

**This deed is exempt from recordation taxes pursuant to  
Virginia Code Secs. 58.1-811(A)(3) and 58.1-811(C)(4).**

### DEED OF QUITCLAIM

**THIS DEED OF QUITCLAIM**, made and entered into on this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between the **CITY OF CHARLOTTESVILLE, VIRGINIA**, a municipal corporation, **GRANTOR**, and the **COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION, GRANTEE**, whose address is P. O. Box 671, Culpeper, Virginia 22701.

#### WITNESSETH:

That for and in consideration of the sum of One Dollar (\$1.00) cash in hand paid, receipt of which is hereby acknowledged, the GRANTOR does hereby QUITCLAIM and RELEASE to the GRANTEE, subject to the reservations hereinafter set forth, all of its claims upon the land of the GRANTEE for and in connection with certain easements and rights of way, each for a natural gas line and related facilities (collectively, “gas line”), **as shown on the attached drawing/plat made by the City of Charlottesville Department of Utilities, dated August 13, 2020**. Said gas line easements were **conveyed to the GRANTOR by Deed of Easement dated September 7, 2011 from Woodbriar Associates**, of record in the Clerk’s Office for the Circuit Court for the County of Albemarle in Deed Book 4077, Page 228.

The GRANTOR reserves unto itself, its successors and assigns, the right and privilege for each gas line to remain in place, subject to any administrative permit which may be issued by the Virginia Department of Transportation to the GRANTOR containing the following two conditions:

1. That the above described gas lines of the GRANTOR may continue to occupy such streets or highways in their existing location, and the GRANTOR shall have the right, at its sole discretion, to operate, maintain, alter, repair, inspect, protect, remove or replace said gas lines; and

2. The GRANTOR shall at all times indemnify and save harmless the Commonwealth of Virginia, Department of Transportation, its employees, agents, and officers from any claim whatsoever arising from GRANTOR'S exercise of rights or privileges stated herein, to the extent such indemnification is authorized or available under the laws of the Commonwealth of Virginia.

The GRANTEE shall have and hold the above-described property for so long as said property is owned by the GRANTEE and used as a public street or highway maintained by the GRANTEE. All right, title, claim and interest of the GRANTOR to the property conveyed herein shall revert to GRANTOR in the event the property is no longer used and maintained by the Commonwealth of Virginia, Department of Transportation as a public street or highway and, thereafter, GRANTEE shall have no further right, title, claim or interest in such property.

Notwithstanding other language contained herein which might be construed to the contrary, the parties agree that GRANTOR shall be and remain the fee simple owner of each gas line .

**IN WITNESS WHEREOF**, the GRANTOR has caused its name to be signed hereto and its seal to be affixed and attested by its appropriate officers, all after due authorization, on the day and year first above written.

**CITY OF CHARLOTTESVILLE, VIRGINIA[seal]**

**BY:** \_\_\_\_\_  
**Nikuyah Walker, Mayor**

ATTEST:

\_\_\_\_\_  
Clerk of Council

STATE OF VIRGINIA  
CITY OF CHARLOTTESVILLE

I, \_\_\_\_\_, a Notary Public in and for the City of Charlottesville within the State aforesaid, do hereby certify that Nikuyah Walker, Mayor of the City of Charlottesville, Virginia, and Kyna Thomas, its Clerk of Council, whose names are signed to the foregoing writing, bearing date of \_\_\_\_\_, 2020, have each duly acknowledged the same before me within my City and State aforesaid.

My Commission Expires: \_\_\_\_\_

Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public  
Registration # \_\_\_\_\_

*Approved as to Form:*

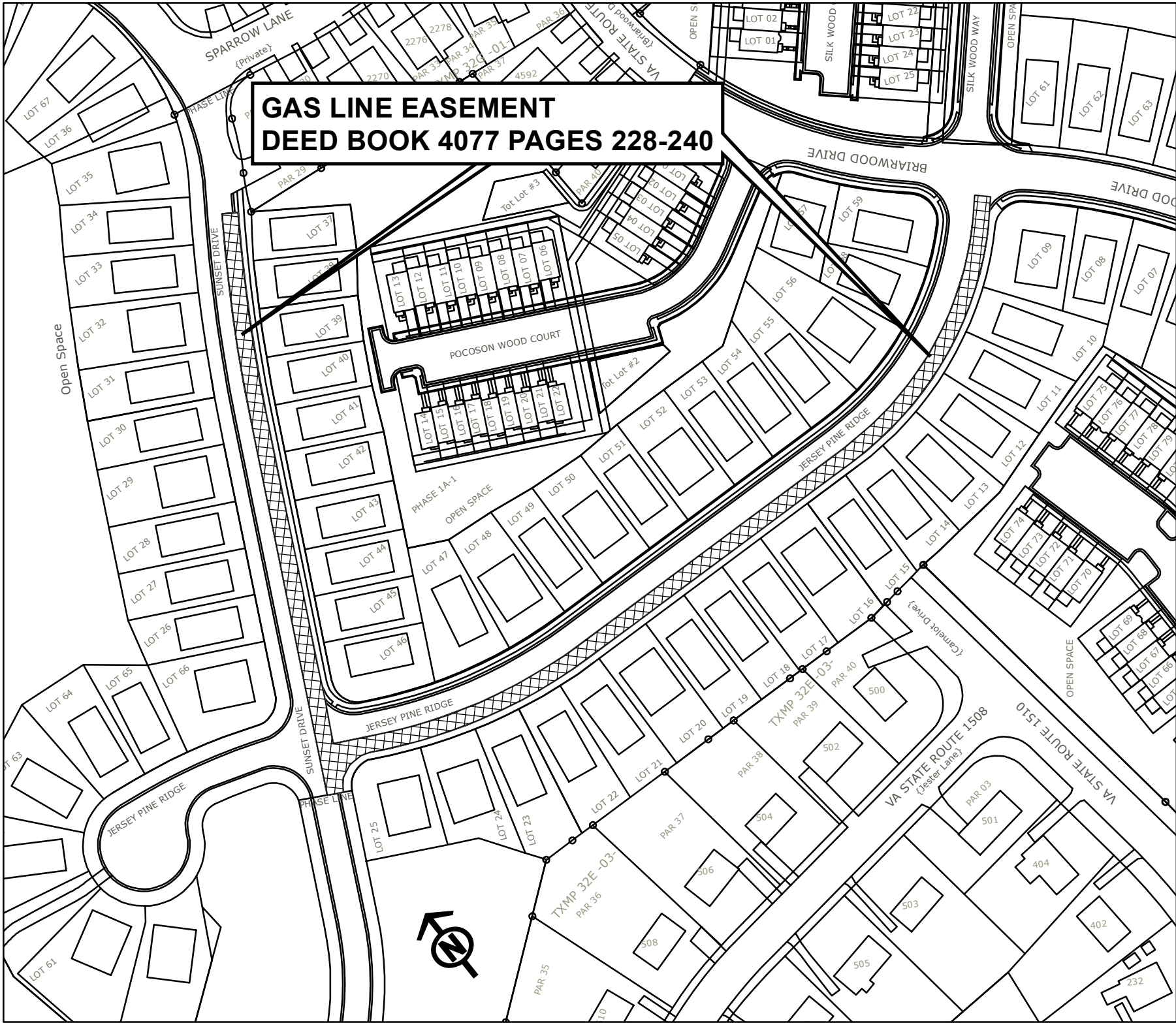
\_\_\_\_\_  
*Lisa A. Robertson, Acting City Attorney*



**GAS LINE EASEMENT  
DEED BOOK 4077 PAGES 228-240**

**CITY OF CHARLOTTESVILLE  
DEPARTMENT OF UTILITIES: GAS  
PLAT SHOWING  
EXISTING GAS LINE EASEMENT(S)  
LOCATED WITHIN THE  
RIGHT OF WAY OF:  
"JERSEY PINE RIDGE"  
AND  
"SUNSET DRIVE"  
BRIARWOOD SUBDIVISION  
TO BE QUIT CLAIMED  
TO THE  
COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF TRANSPORTATION  
GAS LINE EASEMENT RECORDED AT:  
DEED BOOK: 4077 PAGES 228-240  
DATED: AUGUST 13, 2020  
SCALE: 1" = 100'**

**The M.A.O.P. of 2" P.E. pipe is  
90 P.S.I., which is <20% S.M.Y.S.  
When installed, the minimum depth  
in grassy areas was 36" and  
42" below paved surfaces.**



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



<b>Agenda Date:</b>	October 5, 2020
<b>Action Required:</b>	Report
<b>Presenter:</b>	Kaki Dimock, Director, Human Services Mary Coleman, Executive Director, City of Promise
<b>Staff Contacts:</b>	Kaki Dimock, Human Services
<b>Title:</b>	<b>City of Promise Update</b>

**Background:**

Founded in 2012 as a City Council initiative, City of Promise is a data-driven, neighborhood-based, community-supported initiative to increase academic achievement and empowerment in Charlottesville’s 10th & Page/Westhaven and Starr Hill neighborhoods.

City of Promise has been supported by the Department of Human Services, in coordination with ReadyKids, from its inception. The department hired and supported a full-time program director - first, Sarad Davenport and, then, Denise Johnson – using appropriations from the general fund. In 2017, the City of Promise Advisory Board determined that the most sustainable course of action for the program was to pursue an I.R.S. 501(c)3 designation as a nonprofit and move towards independence. City of Promise is now duly incorporated in the State of Virginia and has achieved official nonprofit status from the I.R.S. The City of Promise continues to operate out of a city-owned building on Page Street and receives funding support from the city. On June 3, 2019, city council approved the transfer of \$81,837 to City of Promise for FY20 and agreed to decrease this amount per year by 25% until the amount is zero. City of Promise funding for FY21 was approved as part of the Department of Human Services budget.

**Discussion:**

City of Promise seeks to meet its mission through several programs:

- Promise Baby Academy – 8 week educational support focused on improving parenting skills for parents of toddlers and infants
- Pathway Coaching – individualized academic coaching paired with community-based resources designed to address non-school family needs
- Learning Centers – quiet, supported community spots for virtual learners to get academic work completed
- Garden – young people help cultivate and harvest fresh produce, cooking classes
- Adult Empowerment – periodic support and educational groups including budgeting, self-care, career planning, etc.
- Field trips, community meals and other events

In 2019, City of Promise hosted 133 group events, 249 neighbors joined the program, and 75 volunteers supported the organization. The program is engaged in a formal evaluation of its impact.

Students enrolled in City of Promise have made significant gains in math and reading:

- There was a 10% increase in math S.O.L. pass rates over the last 5 years with City of Promise students outperforming black students as a group by 21%.
- There was a 24% increase in reading S.O.L. pass rates over the last 5 years with City of Promise students outperforming black students as a groups by 27%.

**Community Engagement:**

City of Promise is a community-based program, historically supported by the city, with an Advisory Board largely made up of community members.

**Alignment with City Council’s Vision and Strategic Plan:**

City of Promise advances the City of Charlottesville’s Strategic Plan Goal #1 of enhancing the self sufficiency of our residents. City of Promise specifically works on Objective 1.1: To prepare students for academic and vocational success.

**Budgetary Impact:**

N/A

**Recommendation:**

N/A

**Alternatives:**

N/A

**Attachments:**



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



Agenda Date:	October 5, 2020
Action Required:	None
Presenter:	Hollie Lee, Chief of Workforce Development Strategies Shadeé Gilliam, Ramanda Jackson, Whitmore Merrick, and Stacey Washington – Home to Hope Peer Navigators Roy Fitch and Darrell Simpson – Downtown Job Center Coordinators
Staff Contacts:	Hollie Lee, Chief of Workforce Development Strategies
Title:	Home to Hope Update

**Background:**

In 2019, Mayor Nikuyah Walker proposed a program, Home to Hope, to train individuals with prior justice involvement to provide peer support services to those being released to the City. In partnership with the Office of Economic Development, Department of Human Services, and other community service agencies, a curriculum was developed to provide skills in peer recovery support, wellness and recovery planning, relationship building, group facilitation, resource connecting, and other fundamentals of peer navigation. At the conclusion of the training, eight individuals successfully graduated from the program. Four graduates were offered full-time positions with the City of Charlottesville and began putting their knowledge into practice starting October 2019. The other four were given employment opportunities by partnering organizations including: The Fountain Fund, Piedmont House, On Our Own, and the Downtown Job Center.

The Home to Hope program actively engages with individuals prior to release from Albemarle Charlottesville Regional Jail (ACRJ) and the Department of Corrections through one-on-one meetings, as well as peer recovery support groups and Wellness Recovery Action Plan (WRAP) classes. Prospective clients are encouraged to complete an intake for services at that time or once released. The program also accepts walk-ins and referrals from partner agencies. Once active, the participant completes a cooperative case plan to determine how to measure their individual success. Their assigned peer navigator, or another member of the team, then helps guide that participant through those identified steps. This peer relationship helps build participant confidence and skill level in steering through the labyrinth of wraparound services. Peers also help their clients in searching for stable employment, securing housing, obtaining reliable transportation, and a myriad of other needs that are individual to each participant. Examples of supportive services include: providing clients with bus passes for job searches; gift cards for groceries, clothing and fuel; and rental assistance in crisis situations. Home to Hope staff makes determinations for such assistance on a case-by-case basis by considering individual circumstances, need, and active participation in peer recovery support services.

## **Discussion:**

Since its inception almost one year ago, the four Home to Hope Peer Navigators have been working with OED/Job Center staff to develop the program and all of its services. Home to Hope has had 235 total enrollments, with 159 active participants as of September 15, 2020. Current participants are 78% African-American, 20% Caucasian, and 2% Hispanic. The average participant age is 39, with the youngest participant being 21 and the oldest 64. At this time, 65% of participants are male, 34% are female, and 1% identifies as other. Forty seven percent of participants completed intake within 6 months of release, 33% over a year after release, and 13% between 6 months and 1 year post release. The other 7% did not identify a release date on their intake.

In addition to offering countless hours of individual peer recovery support and approximately 40 group peer recovery sessions, staff has provided \$53,854 in supportive services to participants. This includes 192 \$30 gift cards to Kroger, Walmart, Goodwill, and Exxon for basic necessities such as food, toiletries, medicine, household items, clothing, gas, etc. and 41 payments for housing assistance, car repair, private transportation, and other critical services. In regards to these services, \$29,264.50 has been spent on housing assistance, \$6,041.96 on transportation such as car repair and taxi/Uber for those on Home Electronic Incarceration (HEI) who cannot use public transportation, and \$1,394.92 on items related to employment such as uniforms. Additionally, Home to Hope has distributed 73 30-day bus passes to aid in employment search and job retention for those in transition from incarceration. Peer Navigators have helped 41 participants get placed into employment and 40 participants secure stable housing. Home to Hope currently has 34 participants who have been enrolled in the City's Housing RELIEF Fund in an effort to further stabilize housing for reentry/homeless individuals who have been impacted by COVID-19.

Of the 235 total enrollments since Home to Hope started in October 2019, 10 individuals have been reincarcerated (3 have been released again). This represents 4.2% of total program enrollments. According to Criminal Justice Planner, Neil Goodloe, ACRJ reported a return to custody rate within one year of release of 42.20% in FY16-FY17, 41.90% in FY17-FY18, and 38.50% in FY18-FY19.

In light of the success of the program and significant increase in caseload over the past six months due to COVID-19, the City's Housing RELIEF Fund, and the movement towards Home Electronic Incarceration, there will potentially be the need to hire a fifth Home to Hope Peer Navigator in the future. This fifth position, although never filled, was included in the original proposal to City Council and is currently budgeted for in the Home to Hope operating budget. Therefore, it would not require any additional funding from Council.

## **Alignment with Council Vision Areas and Strategic Plan:**

This effort supports City Council's vision of being a Community of Mutual Respect.

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

Goal 1: An Inclusive Community of Self-sufficient Residents

- Objective 1.2: Prepare residents for the workforce
- Objective 1.5: Intentionally address issues of race and equity

Goal 4: A Strong, Creative and Diversified Economy

- Objective 4.1: Develop a quality workforce

It aligns with Chapter 3 on Economic Sustainability in the Comprehensive Plan.

**Community Engagement:**

Like practically all of the OED's economic and workforce development efforts, Home to Hope engages numerous community agencies and organizations. Some examples include: the Albemarle Charlottesville Regional Jail, the Department of Corrections, Offender Aid and Restoration, District 9 Probation, The Haven/Thomas Jefferson Area Coalition for the Homeless, the Fountain Fund, the City of Charlottesville Department of Human Services and Social Services, and many other community organizations.

**Budgetary Impact:**

None

**Recommendation:**

None

**Alternatives:**

None

**Attachments:**

None