



CITY COUNCIL AGENDA March 1, 2021

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

N/A Closed session as provided by Sections 2.2-3711 and 2.2-3712 of the Virginia Code

6:30 p.m. Regular Meeting

Register at www.charlottesville.gov/zoom. Virtual/electronic meeting in accordance with the local ordinance amended and re-enacted February 16, 2021, to ensure continuity of government and prevent the spread of disease. 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. The City of Charlottesville requests that you provide a 48 hour notice so that proper arrangements may be made.

CALL TO ORDER

MOMENT OF SILENCE

ROLL CALL

AGENDA APPROVAL

ANNOUNCEMENTS

RECOGNITIONS/PROCLAMATIONS

CONSENT AGENDA*

1. Minutes: January 19 Regular Meeting
2. Res./Approp.*: FY2020-2021 CDBG Substantial Action Plan Amendment and Reprogramming 2019 CDBG funds for COVID-19 Public Services (2nd reading)
 - a. Appropriation: Appropriation of Funds for 2020-2021 Community Development Block Grant COVID Rental Relief - \$244,950.82
 - b. Resolution: Approval of FY 2020-2021 Substantial Action Plan Amendment of the 2018-2022 Consolidated Plan
3. Appropriation: Additional State Funding for Adoption Assistance - \$600,000 (1st of 2 readings)
4. Appropriation: Virginia Transit Association (V.T.A.) Free Transit Fare for Working Families Grant – \$180,750 (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 first 8 spaces; speakers announced by Noon on meeting day (9:00 a.m. sign-up deadline). Additional public comment at end of meeting. Public comment will be conducted through electronic participation while City Hall is closed to the public. Participants can register in advance at www.charlottesville.gov/zoom.

ACTION ITEMS

5. Resolution*: Charlottesville Affordable Housing Plan – Endorsement Request (1 reading)
6. Resolution*: Cherry Avenue Small Area Plan (1 reading)
7. Resolution*: Honorary Street Designation requests and Policy Discussion (1 reading)

GENERAL BUSINESS

- 8. Report: City Manager presentation of the Proposed FY 2022 City Operating and Capital Improvement Budget
- 9. Report: Charlottesville City Schools FY 2022 approved Budget presentation

OTHER BUSINESS

MATTERS BY THE PUBLIC

*Action Needed

CITY COUNCIL MEETING
January 19, 2021
Virtual/electronic meeting via Zoom

5:30 PM CLOSED MEETING

The Charlottesville City Council met in an electronic meeting on Tuesday, January 19, 2021, in accordance with local ordinance #O-20-154a, adopted December 10, 2020, to ensure continuity of government and prevent the spread of disease during the coronavirus pandemic. Mayor Nikuyah Walker called the meeting to order at 5:38 p.m. with the following members present: Mayor Nikuyah Walker, Vice Mayor Sena Magill, and Councilors Heather Hill, Michael Payne and Lloyd Snook.

On motion by Councilor Hill, seconded by Councilor Snook, Council voted 5-0 (Ayes: Hill, Magill, Payne, Snook, Walker; Noes: none) to convene in closed session as authorized by Virginia Code Sections 2.2-3711 and 2.2- 3712, specifically:

- section 2.2-3711(A)(7) and (A)(8), for consultation with legal counsel regarding specific contractual claims and probable litigation.

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

The meeting adjourned at 6:37 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

6:30 PM REGULAR MEETING

The Charlottesville City Council met in an electronic meeting on Tuesday, January 19, 2021, in accordance with local ordinance #O-20-154a, adopted December 10, 2020, to ensure continuity of government and prevent the spread of disease during the coronavirus pandemic. Mayor Nikuyah Walker called the meeting to order at 6:37 p.m. with the following members present: Mayor Nikuyah Walker, Vice Mayor Sena Magill, and Councilors Heather Hill, Michael Payne and Lloyd Snook.

City Council observed a moment of silence.

On motion by Councilor Hill, seconded by Councilor Snook, Council unanimously approved the meeting agenda.

ANNOUNCEMENTS

Vice Mayor Magill read an announcement about Community Development Block Grant/AHIP funds available for home repairs. She shared contact information for those interested in learning more about qualifications: 434-817-2447, x26 or cory@ahipva.org.

Councilor Hill highlighted the annual Harambee calendar of cultural events presented by Mr. Alex-Zan.

Dr. Denise Bonds, Director for the Blue Ridge Health District (BRHD), presented a report on Covid-19 and on vaccination developments. She answered Council questions and shared contact information for the BRHD Hotline: 434-972-6261.

CONSENT AGENDA*

Clerk of Council Kyna Thomas read the following Consent Agenda items into the record:

1. MINUTES: November 10 Joint Council-Planning Commission Work Session; November 12 Budget Work Session; November 16 Special, Closed and Regular Meetings; November 20 Special Meeting; December 7 Regular Meeting; December 10 Budget Work Session; December 21 Special Meeting; January 6 Emergency Meeting 1; January 6 Emergency Meeting 2; January 8 Emergency Meeting; January 11 Emergency Meeting
2. APPROPRIATION: Virginia Department of Social Services One-Time Funding for Benefits Programs - \$16,877.19 (2nd reading)

APPROPRIATION

**Virginia Department of Social Services One-Time Funding for Benefits Programs
\$16,877.19**

WHEREAS, The Charlottesville Department of Social Services has received Federal and State funding in the amount of \$16,877.19 to be used for benefits programs staffing and operations.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$16,877.19 is hereby appropriated in the following manner:

Revenue – \$16,877.19

Fund: 212 Cost Center: 9900000000 G/L Account: 430080

Expenditures - \$16,877.19

Fund: 212 Cost Center: 3301005000 G/L Account: 510030

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$16,877.19 from the Virginia Department of Social Services.

- 3. **APPROPRIATION: Staffing for Adequate Fire and Emergency Response (SAFER) Grant - \$3,498,300.00 (2nd reading)**

APPROPRIATION

**Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program
\$3,498,300.00**

WHEREAS, the Department of Homeland Security/Federal Emergency Management Agency has awarded a grant to the Fire Department, through the City of Charlottesville, specifically for firefighter hiring;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that a total of \$3,498,300.00 be appropriated in the following manner:

Revenues - \$3,498,300

\$3,498,300 Fund: 211 I/O: 3201005100 G/L Account: 431110

Expenditures - \$3,498,300

\$3,498,300 Fund: 211 I/O: 3201005100 G/L Account: 519999

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the continual reimbursement for hours worked during the period of performance and shall be considered a continuing appropriation unless further altered by Council.

4. APPROPRIATION: COVID-19 Municipal Utility Relief Program to Assist Customers - \$182,801.59 (2nd reading)

APPROPRIATION

CARES Act Funding for Utility Customer Bill Arrearage Assistance - \$182,801.59

WHEREAS, the City of Charlottesville has received award approval for \$182,801.59 from the CARES Act from the Commonwealth of Virginia Department Housing and Development to use to assist utility customer bill arrearages owed between March 1, 2020 and December 30, 2020;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$182,801.59 is hereby appropriated in the following manner:

Revenue-\$182,801.59

Fund 208 I/O: 1900394 G/L Account: 430127

Expenditures-\$182,801.59

Fund 208 I/O: 1900394 G/L Account: 599999

BE IT FURTHER RESOLVED by the Council of the City of Charlottesville, Virginia, that while these funds are being appropriated as a lump sum, the funds will be allocated to the gas, water and wastewater funds as deemed appropriate once specific accounts and assistance has been awarded.

5. APPROPRIATION: Charlottesville City Schools Budget Amendment – Grant Funding - \$2,787,563 (2nd reading)

APPROPRIATION

Charlottesville City Schools Budget Amendment – Grant Funding - \$2,787,563

WHEREAS, the Charlottesville City Schools has received grant funds to help offset the costs associated with its COVID response during the 2020-21 school year;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the Charlottesville City Schools budget be amended by \$2,787,563 as follows:

<u>Budget</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Total</u>
Appropriated	\$ 74,452,362	\$ 14,440,726	\$ 88,893,088
Amendment	-	2,787,563	2,787,563
Total Amended Budget	\$ 74,452,362	\$ 17,228,289	\$ 91,680,651

6. APPROPRIATION: Interest Accrual on Coronavirus Aid, Relief, and Economic Security (CARES) Act Funds - \$7,000.00 (2nd reading)

APPROPRIATION

**Interest Accrued on Coronavirus Aid, Relief, and Economic Act (CARES) Funds
\$7,000.00**

WHEREAS, the City has accrued interest income in the amount of approximately \$7,000.00 on Coronavirus Aid Relief and Economic Security (CARES) Act funds allocated to the City address the COVID-19 pandemic;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the following amount of accrued interest (or the actual amount earned as of December 30, 2020) 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

\$7,000.00 Fund: 208 Cost Center: 9900000000 G/L Account: 450010

Expenditures

\$7,000.00 Fund: 208 Order: 1900353 G/L Account: 599999

7. APPROPRIATION: Appropriation of Community Development Block Grant (CDBG)/ HOME Investment Partnerships Program (HOME) Budget Allocations for FY 2020- 2021 and Minor Amendment for Action Plan 2020-2021

- a. APPROPRIATION: Appropriation of funds for the 2020-2021 Community Development Block Grant - \$419,303.00 (2nd reading)

APPROPRIATION

City of Charlottesville 2020-2021 Community Development Block Grant - \$419,303

WHEREAS, the City of Charlottesville has been advised of the approval by the U.S Department of Housing and Urban Development of a Community Development Block Grant (CDBG) for the 2020-2021 fiscal year in the total amount of \$432,691 that includes the new entitlement from HUD, dated February 18, 2020, amounting to \$419,367, and previous entitlement made available through reprogramming of \$13,324;

WHEREAS, City Council has received recommendations for the expenditure of funds from the CDBG/HOME Taskforce, the SAT; and has conducted a public hearing thereon as provided by law;

WHEREAS, the City of Charlottesville has been notified of the formula calculation error of the Community Development Block Grant (CDBG) program stemming from HUD field offices, dated October 22, 2020, with the corrected entitlement of \$419,303;

BE IT RESOLVED by the City Council of Charlottesville, Virginia, that the sums hereinafter set forth are hereby appropriated from funds received from the aforesaid grant to the following individual expenditure accounts in the Community Development Block Grant Funds for the respective purposes set forth; provided, however, that the City Manager is hereby authorized to transfer funds between among such individual accounts as circumstances may require, to the extent permitted by applicable federal grant regulations.

Priority Neighborhood	
Ridge Street Priority Neighborhood	\$201,884.12
Economic Development	
Community Investment Collaborative Scholarships	\$14,997.71
Public Service Programs (15% EN)	
TJACH- Coordinated Entry Systems	\$53,346.44
Housing Projects	
AHIP-Homeowner Rehab	\$78,538.13
Administration and Planning (20% EN)	
Admin & Planning	\$83,860.60
New Entitlement Amount	\$419,303
Reprogramming	\$13,324
Grand Total	\$432,627.00

Expenditures

<i>Program</i>	<i>Amount</i>	<i>Fund</i>	<i>Internal order/Cost center</i>	<i>G/L Account</i>
Ridge Street Priority Neighborhood	\$201,884.12	218	1900361	530670
Community Investment Collaborative	\$14,997.71	218	1900362	530670
TJACH	\$53,346.44	218	1900363	530670
AHIP Homeowner Rehab	\$78,538.13	218	1900364	530670
Admin & Planning	\$83,860.60	218	3914004000	530670

Revenue

<i>Program</i>	<i>Amount</i>	<i>Fund</i>	<i>WBS Element</i>	<i>G/L Account</i>
Ridge Street Priority Neighborhood	\$201,884.12	218	P-0001 HUD IDIS Drawdown	431110
Community Investment Collaborative	\$14,997.71	218	P-0001 HUD IDIS Drawdown	431110
TJACH	\$53,346.44	218	P-0001 HUD IDIS Drawdown	431110
AHIP Homeowner Rehab	\$78,538.13	218	P-0001 HUD IDIS Drawdown	431110
Admin & Planning	\$83,860.60	218	P-0001 HUD IDIS Drawdown	431110

BE IT FURTHER RESOLVED that the amounts so appropriated as grants to other public agencies and private non-profit, charitable organizations (subrecipients) are for the sole purpose stated. The City Manager is authorized to enter into agreements with those agencies and organizations as he may deem advisable to ensure that the grants are expended for the intended purposes, and in accordance with applicable federal and state laws and regulations; and The City Manager, the Directors of Finance or Neighborhood Development Services, and staff are authorized to establish administrative procedures and provide for mutual assistance in the execution of the programs.

- b. APPROPRIATION: Appropriation of funds for the 2020-2021 HOME funds - \$121,186.97 (2nd reading)

APPROPRIATION

City of Charlottesville 2020-2021 HOME Funds - \$121,186.97

WHEREAS, the City of Charlottesville has been advised of the approval by the U.S. Department of Housing and Urban Development of HOME Investment Partnerships (HOME) funding for the 2020-2021 fiscal year;

WHEREAS, it is a requirement of this grant that projects funded with HOME initiatives money be matched with local funding in varying degrees;

WHEREAS, the City of Charlottesville has been notified of the formula calculation error of the HOME Investment Partnerships Program (HOME) stemming from HUD field offices, dated October 22, 2020, with the corrected entitlement of \$80,575.13;

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the local match for the above listed programs will be covered by the a surplus of match from previous appropriations from the Charlottesville Housing Fund (account CP-0084 in SAP system) in the amount of \$20,143.78. Project totals also include previous entitlement made available through program income of \$20,468.06. The total of the HUD money, program income, and the local match, equals \$121,186.97 and will be distributed as shown below.

PROJECTS	HOME EN	PI	MATCH	TOTAL
AHIP-Homeowner Rehab	\$33,498.40	\$13,234.03	\$10,071.89	\$56,804.32
Habitat for Humanity-DPA	\$47,076.73	\$7,234.03	\$10,071.89	\$64,382.65
Total	\$80,575.13	\$20,468.06	\$20,143.78	\$121,186.97

* includes Program Income which does not require local match.

Expenditures

<i>Program</i>	<i>Amount</i>	<i>Fund</i>	<i>Internal Order/Cost Center</i>	<i>G/L Account</i>
AHIP – Homeowner Rehab	\$56,804.32	210	1900365	530670
Habitat for Humanity - DPA	\$64,382.65	210	1900366	530670

Revenue

<i>Program</i>	<i>Amount</i>	<i>Fund</i>	<i>Internal Order</i>	<i>G/L Account</i>
Thomas Jefferson Planning District	\$33,498.40	210	1900365	432170
Thomas Jefferson Planning District	\$47,076.73	210	1900366	432170
City Match	\$20,143.78	210	CP-0084	498010
Program Income	\$26,468.06	210	1900280	451070

BE IT FURTHER RESOLVED the amounts so appropriated as grants to other public agencies and private non-profit, charitable organizations (subrecipients) are for the sole purpose stated. The City Manager is authorized to enter into agreements with those agencies and organizations as he may deem advisable to ensure that the grants are expended for the intended

purposes, and in accordance with applicable federal and state laws and regulations; and The City Manager, the Directors of Finance or Neighborhood Development Services, and staff are authorized to establish administrative procedures and provide for mutual assistance in the execution of the programs.

8. APPROPRIATION: Appropriation of funds for the 2020-2021 CDBG 10th and Page Priority Neighborhood (2nd reading)

**APPROPRIATION of Funds for
City of Charlottesville 2020-2021 CDBG 10th and Page Priority Neighborhood**

WHEREAS, the City of Charlottesville has been advised of the approval by the U.S Department of Housing and Urban Development of a Community Development Block Grant (CDBG) for the 2020-2021 fiscal year in the total amount of \$432,303 that includes the new entitlement from HUD, dated October 22, 2020;

WHEREAS, City Council has received recommendations for the expenditure of funds from the 10th and Page Priority Neighborhood Taskforce, CDBG/HOME Taskforce, the SAT; and has conducted a public hearing thereon as provided by law;

WHEREAS, the City of Charlottesville must carry out its program in a timely manner, as measured by the rate of expenditure of funds from the grantee’s line of credit (LOC) in accordance to 24 CFR 570.902(a);

BE IT RESOLVED by the City Council of Charlottesville, Virginia, that the sums hereinafter set forth are hereby appropriated from funds received from the aforesaid grant to the following individual expenditure accounts in the Community Development Block Grant Funds for the respective purposes set forth; provided, however, that the City Manager is hereby authorized to transfer funds between among such individual accounts as circumstances may require, to the extent permitted by applicable federal grant regulations.

Priority Neighborhood	
Ridge Street Priority Neighborhood	\$85,830.95
Priority Neighborhood	
10th and Page Priority Neighborhood	\$116,053.17
Program Income	
CDBG Program Income	\$17,952.83

Expenditures

<i>Program</i>	<i>Amount</i>	<i>Fund</i>	<i>Internal order/Cost center</i>	<i>G/L Account</i>
Ridge Street Priority Neighborhood	\$85,830.95	218	1900361	530670
10 th and Page Priority Neighborhood	\$134,006	218	P-0001-05-19	530670

Revenue

<i>Program</i>	<i>Amount</i>	<i>Fund</i>	<i>WBS Element</i>	<i>G/L Account</i>
Ridge Street Priority Neighborhood	\$85,830.95	218	P-0001 HUD IDIS Drawdown	431110
10 th and Page Priority Neighborhood	\$116,053.17	218	P-0001 HUD IDIS Drawdown	431110
CDBG Program Income	\$17,952.83	218	P-0001-05-19	451070

BE IT FURTHER RESOLVED that the amounts so appropriated as grants to other public agencies and private non-profit, charitable organizations (subrecipients) are for the sole purpose stated. The City Manager is authorized to enter into agreements with those agencies and organizations as he may deem advisable to ensure that the grants are expended for the intended purposes, and in accordance with applicable federal and state laws and regulations; and The City Manager, the Directors of Finance or Neighborhood Development Services, and staff are authorized to establish administrative procedures and provide for mutual assistance in the execution of the programs.

9. ORDINANCE: Eagle franchise agreement renewal (2nd reading)

AN ORDINANCE GRANTING A 5-YEAR FRANCHISE TO EAGLE REAL ESTATE, LLC, TO USE THE STREETS AND OTHER PUBLIC PLACES OF THE CITY OF CHARLOTTESVILLE, VIRGINIA, TO INSTALL POLES, WIRES, CONDUITS, CABLES AND FIXTURES WITHIN PUBLIC STREET RIGHTS OF WAY

10. RESOLUTION: Letter of Endorsement for House Bill (HB) 1965 regarding No/Low Emission Vehicles

**RESOLUTION
Endorsing Correspondence Supporting HB1965**

WHEREAS, Delegate Lamont Bagby has introduced HB 1965 in the Virginia House of Delegates to increase the availability of low and zero emissions vehicles; and

WHEREAS, a group of localities is endorsing a letter urging the Virginia General Assembly to enact legislation similar to HB 1965.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Charlottesville, Virginia hereby agrees to add its endorsement of the letter attached to this Resolution.

“January 4, 2021

RE: Supporting policy which expands access to low and zero emissions vehicles

Dear Members of the Virginia General Assembly,

As a community of Virginia municipalities, we urge lawmakers to empower our localities and businesses to usher in a clean economy, reduce air pollution, and improve public health by supporting policy which expands access to low and zero emissions vehicles.

Fossil fuel based transportation threatens our air quality and significantly increases community healthcare costs. A recent study from Virginia Clinicians for Climate Action (VCCA) found that the health impacts attributable to Virginia-specific transportation emissions are valued at \$750 million annually.¹ Moreover, air pollution and the associated costs disproportionately impact low-income and minority communities, where respiratory illness is correlated with higher exposure to emissions from fossil fuel vehicles. The VCCA study found that Virginia could significantly reduce healthcare costs by implementing low and zero emissions vehicle standards.

Climate change also poses a significant risk to the health, livelihood, and economic stability of our communities. Recognizing these risks, our communities are making ambitious commitments and taking action to improve energy efficiency, adopt clean energy, and reduce greenhouse gas (GHG) emissions. Transportation is responsible for 48% of climate emissions statewide² and is a significant contributor to each of our community-wide emissions as well. Vehicle electrification is essential to our ability to reduce emissions at the community level.

Despite the significant health and climate benefits of vehicle electrification, unfortunately, auto manufacturers do not provide Virginia automotive dealers with many low and zero emission vehicles, leaving our citizens with little from which to choose. Sixteen states have already passed standards requiring manufacturers to increase the availability of low-emission and zero-emission vehicles. Combining these standards with tax incentives for purchase of these vehicles will accelerate transportation electrification, improve public health, and support Virginia’s continued leadership on climate change.

We ask the General Assembly to pass legislation which increases the availability of low and zero emissions vehicles in Virginia and provides consumers financial incentives to choose them. Our localities want to ensure that all Virginians can enjoy a thriving economy, a clean environment, and healthy communities for the many generations to come. We hope that the General Assembly will partner with us to turn this vision into reality.

Sincerely,

¹ <https://www.virginiaclinicians.org/transportation>

² U.S. Energy Information Administration

[Names of Local Governments]”

11. RESOLUTION: Resolution in Recognition of Lives Lost to Covid-19

RESOLUTION OF REMEMBRANCE FOR THOSE LOST TO COVID-19

WHEREAS, the Centers for Disease Control and Prevention (CDC) reported the first case of the 2019 Novel Coronavirus (COVID-19) in the United States on January 21, 2020; and

WHEREAS, COVID-19 has taken the lives of 385,000 Americans since January 21, 2020; and

WHEREAS, COVID-19 has taken the lives of over 30 Charlottesville residents since January 21, 2020; and

WHEREAS, President-elect Joe Biden has asked the nation to come together on January 19, 2021 in a nationwide public moment of recognition of lives lost to COVID-19.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that it hereby honors the memory of all the lives lost to the COVID-19 global pandemic and recognized January 19, 2021 as a citywide Day of Remembrance in honor of those who have perished since the pandemic began.

Mayor Walker opened the floor for comment from the public.

- Peter Krebs, city resident, spoke in support of Item #8.
- Susan Kruse, Exec Dir of Community Climate Collaborative (C3), spoke in support of Item #10.
- Emily Little, city resident, spoke in support of Item #10.

On motion by Councilor Hill, seconded by Vice Mayor Magill, Council by a vote of 5-0 (Ayes: Hill, Magill, Payne, Snook, Walker; Noes: none) APPROVED the Consent Agenda, with the exception of December 21, 2020 Special Meeting Minutes, and Item #7, pulled by Mayor Walker for separate votes.

On motion by Councilor Hill, seconded by Vice Mayor Magill, Council by a vote of 4-0-1 (Ayes: Hill, Magill, Payne, Snook; Noes: none; Abstained: Walker) APPROVED the December 21, 2020 Special Meeting Minutes.

On motion by Councilor Hill, seconded by Vice Mayor Magill, Council by a vote of 4-1 (Ayes: Hill, Magill, Payne, Snook; Noes: Walker) APPROVED Item #7: Appropriation of Community Development Block Grant (CDBG)/ HOME Investment Partnerships Program (HOME) Budget Allocations for FY 2020- 2021 and Minor Amendment for Action Plan 2020-2021.

CITY MANAGER RESPONSE TO COMMUNITY MATTERS (FROM PREVIOUS MEETINGS)

Acting City Manager John Blair shared an update on the following community matters:

1. Social Services Director Diane Kuknyo and Communications Director Brian Wheeler will work on a plan to better communicate programs related to SNAP and other benefit programs. Ms. Kuknyo suggested waiting initially on federal administration changes with the Biden Administration assuming office on January 20, 2021, to see if there would be any immediate short-term changes.
2. A joint meeting with City Council and the Charlottesville City School Board scheduled for Thursday, January 28.

COMMUNITY MATTERS

Mayor Walker opened the floor for public comment.

1. Marta Keane, CEO of the Jefferson Area Board for Aging (JABA), shared an update on services such as home delivered meals, senior helpline, counseling, adult day services, weekly calls, and efforts during the coronavirus pandemic.
2. Gloria Beard, city resident, asked about the newly appointed City Manager, affordable housing, reports of Charlottesville being a top destination for retirees, and play areas for children.
3. Tanesha Hudson spoke about Council relations, race relations and accountability.
4. Walt Heinecke, city resident, spoke about transparency with the City Manager process. He also spoke about the Human Rights Commission proposed ordinance updates and shared revision suggestions.

5. Robin Hoffman spoke about Covid-19 vaccinations and the need to improve air quality. She asked about measures being put in place for Inauguration Day.
6. Peter Krebs, Piedmont Environmental Council, spoke about a virtual book club for those interested in safer streets. He advised that more information was available at pecva.org. He also spoke in support of the agenda item for acquisition of land at the Ragged Mountain Reservoir..
7. Don Gathers encouraged everyone to stay safe. He shared the opinion that the City Manager appointment process was rushed. He wished Mr. Blair well in his future endeavors and wished the incoming City Manager well. He shared concern of hearing no security report for Inauguration Day.
8. Abby Guskind shared disappointment about a lack of transparency and community outreach in the City Manager appointment process. She wished Mr. Blair well as he moves forward with another locality.
9. Elizabeth Stark, city resident, spoke about the City Budget. She encouraged the funding of city priority needs such as education, hunger, mental and physical health, addressing the unhoused, and alternatives to policing.
10. Katrena Cooper, city resident, asked about cameras that were put up in the South First Street area without notification to residents.

Councilor Payne responded to public comments and implored everyone to take accountability for moving the city forward to a healthier place.

Mayor Walker spoke about the process for hiring the new City Manager and about work being done that often goes unrecognized. She asked that people think about the type of city that they want.

The meeting recessed at 8:10 p.m. and reconvened at 8:25 p.m.

ACTION ITEMS

PUBLIC HEARING/APPROPRIATION: Public Hearing of the FY2020-2021 Substantial Action Plan Amendment, Budget Appropriation and Approval of the Community Development Block Grant Coronavirus 3 (CDBG-CV3) Budget

Erin Atak, Grants Coordinator, presented the report.

After clarifying questions from Council, Mayor Walker opened the public hearing.

- Brandon Collins, organizer for PHAR, encouraged Council to approve the request To help eviction prevention.

Mayor Walker closed the public hearing.

a. FY2020-2021 Substantial Action Plan Amendment

On motion by Councilor Hill, seconded by Vice Mayor Magill, Council by the following vote APPROVED the resolution: 5-0 (Ayes: Hill, Magill, Payne, Snook, Walker; Noes: none).

RESOLUTION

Approval of FY 2020-2021 Substantial Action Plan Amendment

BE IT RESOLVED, that the Charlottesville City Council hereby approves the FY 2020-2021 Substantial Action Plan Amendment of the 2018-2022 Consolidated Plan as presented at the May 4, 2020 City Council Meeting. All CDBG-CV3 projects shall be included into City of Charlottesville CDBG/HOME 2020-2021 Program.

b. Substantial Action Plan CDBG-CV3 Budget (carried)

Council agreed to carry this item forward to the February 1 Consent Agenda.

APPROPRIATION: Approval and Appropriation of CDBG and HOME Budget Allocations for FY2021-2022

Erin Atak, presented the request. She shared funding recommendations from the Task Force. Council asked clarifying questions, commended the detailed work done by the CDBG Task Force, and agreed to move both appropriations forward to the February 1 Consent Agenda.

a. APPROPRIATION: CDBG 2021-2022 budget allocations (carried)

b. APPROPRIATION: HOME 2021-2022 budget allocations (carried)

ORDINANCE: Human Rights Commission Ordinance Recommended Amendments (carried)

Mary Bauer, Human Rights Commission (HRC) Chair, presented the proposed ordinance changes. She shared that the HRC would like to provide more frequent updates, and that recent changes from the General Assembly prompted some of the amendments presented. She shared concerns about the need to hire an Executive Director for the HRC. Ms. Bauer reviewed changes to the Virginia Human Rights Act created by passage of the

Virginia Values Act.

Council asked clarifying questions related to correspondence received from the public. Mayor Walker shared a concern about the residency requirement for HRC members and voiced that these seats should be held by city residents. Todd Niemeier, Office of Human Rights, helped to answer questions. Mr. Blair also shared information about enabling legislation for establishing Human Rights Commissions in localities, in response to questions regarding the possibility of an agreement with the surrounding county.

Council agreed to carry this item forward to the February 1 Consent Agenda.

RESOLUTION*: Acquisition of Land at Ragged Mountain Reservoir - \$65,000

Chris Gensic, Parks and Trails Planner, presented the request. He shared information about community contributions and support for the acquisition.

On motion by Councilor Hill, seconded by Councilor Snook, Council by the following vote APPROVED the resolution: 5-0 (Ayes: Hill, Magill, Payne, Snook, Walker; Noes: none).

**RESOLUTION
APPROVING THE ACQUISITION OF LAND AT RAGGED MOUNTAIN RESERVOIR
(5.0 ACRES – TMP 75, PARCEL 47A)**

WHEREAS, Stanislaw J. Makielski and Valerie Jean Conner, Trustees of the Stanislaw J. Makielski and Valerie Jean Conner Family Trust (“Owners”) are the owners of land designated on Albemarle County, Virginia Real Estate Tax Map 75 as Parcel 47A, and have indicated a willingness to convey a portion of the subject land to the City of Charlottesville for creation of parkland; and

WHEREAS, the land to be conveyed, hereinafter the “Property”, is described as follows:

All that certain tract or parcel of land situate in the County of Albemarle, Virginia containing approximately 5.00 acres, and described “The Makielski Property” on that certain plat entitled “Plat Showing Boundary Survey of Tax Map 75 Parcel 47A”, prepared by P. Timothy Stanley, Jr., dated June 19, 2018, attached hereto and recorded in the Circuit Court Clerk’s Office of Albemarle County, Virginia, simultaneously herewith.

WHEREAS, Owner has agreed to convey to the City the Property for the purchase price of \$95,000.00; and

WHEREAS, funds are available for the purchase of the Property from a grant award from the Virginia Outdoors Foundation in the amount of \$65,000.00; grant award funding from USDA in the amount of \$31,039.00, and approved USDA surplus grant funding to cover the remaining balance.

WHEREAS, the Department of Parks and Recreation seeks the endorsement of City Council to proceed with the purchase of above-described Property at a purchase price of \$95,000.00 with the funding supplied through the above-described grant funding sources; and

WHEREAS, the Warranty Deed of Sale which contains Exhibit A, Notice of Grant Agreement, for the conveyance of said land has been reviewed and approved by the City Attorney's Office; now, therefore,

BE IT RESOLVED, by the Council of the City of Charlottesville that it hereby authorizes the purchase of the above-described Property for creation of parkland. The City Manager is hereby authorized to execute the above-referenced Exhibit A, Notice of Grant Agreement attached to the Warranty Deed of Sale, and the Mayor is hereby authorized to sign the Warranty Deed of Sale, both in form approved by the City Attorney or her designee. The City Attorney's Office shall take whatever actions are necessary to effect the acquisition of the above-described Property.

GENERAL BUSINESS

REPORT: Update on the Climate Action Plan Development Process

Susan Elliott and Kristen Riddervold presented the report.

Ms. Elliott, Climate Protection Program Manager, advised that the process would need to move forward on an expedited timeline, noting key areas of focus for emissions reduction: Residential, Commercial and Transportation. She provided an update on actions taken related to direction given by Council in a 2019 resolution.

Ms. Riddervold, Environmental Sustainability and Facilities Development Division Manager, shared work plan updates through March 2021 and advised of the timeline for milestone targets and City process alignment. She shared that information and documentation related to the climate plan would be accessible at: charlottesville.gov/climateplan.

Council shared feedback and discussed ways to help move efforts forward.

OTHER BUSINESS

There were no other business items for consideration.

MATTERS BY THE PUBLIC

Tanesha Hudson spoke about Council's role in making Charlottesville a healthier place.

Walt Heinecke, city resident, spoke of disappointment with the conversation about the Human Rights Commission ordinance earlier in the meeting.

Ang Conn, city resident, spoke about the hiring of new police officers and suggested putting a hiring freeze on police and implementing a first responder team instead.

Marcia Geyer thanked Council for working to the best of their abilities. She added that the public should be more supportive.

The meeting adjourned at 10:45 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	February 16, 2021
Action Required:	Appropriation and Resolution
Presenter:	Erin Atak, Grants Coordinator Tim Motsch, Transportation Project Manager
Staff Contacts:	Erin Atak, Grants Coordinator
Title:	FY2020-2021 CDBG Substantial Action Plan Amendment and Reprogramming 2019 CDBG funds for COVID-19 Public Services.

Background:

This agenda item includes a substantial action plan amendment, a public hearing, and corrected budget for the Community Development Block Grant (CDBG), received from the U.S. Department of Housing and Urban Development (HUD). The CARES Act modifies some CDBG program rules and authorizes the Secretary of HUD to grant waivers and alternative requirements. Accordingly, FR-6218-N-01 describes how requirements of the CDBG program are modified for CDBG-CV grants, fiscal year 2020 CDBG grants, and fiscal year 2019 CDBG grants under the Department of Housing and Urban Development Appropriations Act.

On January 14, 2021, the City of Charlottesville was found to be noncompliant, for the second consecutive year, with the CDBG timely expenditure requirements. Nevertheless, in accordance with the Federal Register Notice FR-6218-N-01, Section IV. B. 1., HUD suspended effective January 21, 2020 all corrective actions for timeliness in fiscal year 2020. This suspension has recently been extended through December 31, 2020, and the first three months of the 2021 fiscal year. Based on government restrictions, closures, shelter-in-place orders, and social distancing guidance related to coronavirus, HUD has determined that all entitlement grantees have factors beyond their reasonable control that, to HUD's satisfaction, impact the carrying out of CDBG-assisted activities in a timely manner. Therefore, HUD has determined that corrective actions related to timeliness are not appropriate at this time.

HUD has noted that the City of Charlottesville's lack of timely performance as a deficiency. On January 30, 2020, it was calculated that the City had an adjusted line of credit balance of 2.06 times the annual grant. The City is now subject to the Department's timeliness sanctions policy. HUD will conduct its final timeliness test on the City of Charlottesville on May 2, 2021. HUD and City Staff conducted a concurrent audit of the City CDBG program. HUD has recommended resources to assist the City to reach the May 2, 2021 timeliness deadline.

Discussion:

City staff has identified an immediate program for funding to solve the City's timeliness concerns by May 2, 2021. The City has unexpended 2019 CDBG entitlement funds totaling \$244,950.82

from the delayed Belmont Franklin St Sidewalk activity. These funds can be reprogrammed back into the 2020-2021 CDBG program budget to fund a COVID related public service activity. Future CDBG funding sources can later repay the Belmont Franklin St. Sidewalk construction activity.

To meet timeliness deadlines by May 2, 2021, reprogrammed funds must be spent down within the next three-month period. Charlottesville Redevelopment and Housing Authority's (CRHA) CDBG-CV3 previously partially funded application requested \$320,000 CDBG-CV3 dollars to fund a COVID rental relief program for CRHA residents. Staff and HUD have identified CRHA's covid rental relief application as an eligible activity for the City to quickly spend funds to meet timeliness requirements. CRHA's application went through the public participation process, received recommendation for funding from the CDBG/HOME Taskforce and Planning Commission, which allows the City to save time from having to undergo a new round of request for proposals.

City Staff has confirmed with CRHA staff on CDBG timeliness requirements to ensure HUD federal requirements will be met. Funds are proposed to provide immediate COVID-19 rental assistance to public housing residents to cover rental payments for a three period.

Community Engagement:

Members of the public were given the opportunity to voice their opinions during the HUD authorized expedited 5-day public comment period between February 1, 2021 through February 5, 2021; and at the virtual public hearing at City Council on February 16, 2021. HUD authorized an expedited 5-day public comment period on April 2, 2020 to prevent, prepare for, and respond to the coronavirus with the goal to quickly appropriate funds to eligible activities.

Alignment with City Council's Vision and Strategic Plan:

Approval of this agenda item aligns directly with Council's vision for Charlottesville to have **Economic Sustainability, A Center for Lifelong Learning, Quality Housing Opportunities for All, and A Connected Community**. It contributes to variety of Strategic Plan Goals and Objectives including: Goal 1: Inclusive, Self-sufficient Community; Goal 3: Beautiful Environment; Goal 4: Strong, Diversified Economy; and Goal 5: Responsive Organization.

Budgetary Impact:

Proposed CDBG projects will be carried out using only the funds to be received by the City of Charlottesville from the U.S. Department of Housing and Urban Development (HUD) for the City's CDBG program. There will be no impact to the City of Charlottesville budget.

Recommendation:

Staff recommends approval of the CDBG budgets, as well as approval of the substantial 2020-2021 Action Plan Amendment of the 2018-2022 Consolidated Plan.

Alternatives: No alternatives are proposed.

Attachments:

- A. HUD's *Quick Guide to Eligible CDBG Activities to Support Coronavirus and Other Infectious Disease Response*
- B. HUD's *Second Year Noncompliance with Timely Expenditure Requirements; Community Development Block Grant (CDBG) Program*
- C. Appropriation: Reprogramming 2019 CDBG Funds
- D. Resolution: Substantial Action Plan Amendment

- E. Summary of CDBG-CV3 RFPs submitted
- F. CDBG-CV3 RFP Scoring Template
- G. Minutes from CDBG Task Force meetings

**APPROPRIATION OF FUNDS FOR
THE CITY OF CHARLOTTESVILLE'S 2020-2021
CDBG COVID RENTAL RELIEF**

WHEREAS, the City of Charlottesville previously approved the appropriation of certain sums of federal grant receipts to specific accounts in the Community Development Block Grant (CDBG) funds; and

WHEREAS, it now appears that these funds have not been spent in a timely manner and need to be reprogrammed as measured by the rate of expenditure of funds from the grantee's line of credit (LOC) in accordance to 24 CFR 570.902(a); and

WHEREAS, the City Manager is hereby authorized to transfer funds between among such individual accounts as circumstances may require, to the extent permitted by applicable federal grant regulations; and

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that appropriations made to the following expenditure accounts in the CDBG fund are hereby reduced or increased by the respective amounts shown, and the balance accumulated in the Fund as a result of these adjustments is hereby reappropriated to the respective accounts shown as follows:

Fund	Internal Order	Program	Proposed Revised Reduction	Proposed Revised Addition	G/L Account
218	1900332	Belmont 19/20	\$244,950.82		530670
218	1900399	CRHA Covid Rental Assistance		\$244,950.82	530670

Approved by Council
February 16, 2021

Kyna Thomas, CMC
Clerk of Council

RESOLUTION
Approval of FY 2020-2021 Substantial Action Plan Amendment

BE IT RESOLVED that the Charlottesville City Council hereby approves the FY 2020 - 2021 Minor Action Plan Amendment of the 2018-2022 Consolidated Plan. The reprogrammed 2019 CDBG budget will be added into the 2020-2021 Annual Action Plan for covid relief public service activities. No changes to the HOME budget will be made at this time.

Approved by Council
February 16, 2021

Kyna Thomas, CMC
Clerk of Council

Quick Guide to CDBG Eligible Activities to Support Coronavirus and Other Infectious Disease Response
REVISED April 6, 2020

Grantees should coordinate with local health authorities before undertaking any activity to support state or local pandemic response. Grantees may use Community Development Block Grant (CDBG) funds for a range of eligible activities that prevent and respond to the spread of infectious diseases such as the coronavirus.

Examples of Eligible Activities to Support Coronavirus and Other Infectious Disease Response

<i>For more information, refer to applicable sections of the Housing and Community Development Act of 1974 (for State CDBG Grantees) and CDBG regulations (for Entitlement CDBG grantees).</i>	
Buildings and Improvements, Including Public Facilities	
Acquisition, construction, reconstruction, or installation of public works, facilities, and site or other improvements. <i>See section 105(a)(2) (42 U.S.C. 5305(a)(2)); 24 CFR 570.201(c).</i>	Construct a facility for testing, diagnosis, or treatment.
	Rehabilitate a community facility to establish an infectious disease treatment clinic.
	Acquire and rehabilitate, or construct, a group living facility that may be used to centralize patients undergoing treatment.
Rehabilitation of buildings and improvements (including interim assistance). <i>See section 105(a)(4) (42 U.S.C. 5305(a)(4)); 24 CFR 570.201(f); 570.202(b).</i>	Rehabilitate a commercial building or closed school building to establish an infectious disease treatment clinic, e.g., by replacing the HVAC system.
	Acquire, and quickly rehabilitate (if necessary) a motel or hotel building to expand capacity of hospitals to accommodate isolation of patients during recovery.
	Make interim improvements to private properties to enable an individual patient to remain quarantined on a temporary basis.
Assistance to Businesses, including Special Economic Development Assistance	
Provision of assistance to private, for-profit entities, when appropriate to carry out an economic development project. <i>See section 105(a)(17) (42 U.S.C. 5305(a)(17)); 24 CFR 570.203(b).</i>	Provide grants or loans to support new businesses or business expansion to create jobs and manufacture medical supplies necessary to respond to infectious disease.
	Avoid job loss caused by business closures related to social distancing by providing short-term working capital assistance to small businesses to enable retention of jobs held by low- and moderate-income persons.
Provision of assistance to microenterprises. <i>See section 105(a)(22) (42 U.S.C. 5305(a)(22)); 24 CFR 570.201(o).</i>	Provide technical assistance, grants, loans, and other financial assistance to establish, stabilize, and expand microenterprises that provide medical, food delivery, cleaning, and other services to support home health and quarantine.

Provision of New or Quantifiably Increased Public Services	
<p>Following enactment of the CARES Act¹, the public services cap² has no effect on CDBG-CV grants and no effect on FY 2019 and 2020 CDBG grant funds used for coronavirus efforts.</p> <p><i>See section 105(a)(8) (42 U.S.C. 5305(a)(8)); 24 CFR 570.201(e).</i></p>	Carry out job training to expand the pool of health care workers and technicians that are available to treat disease within a community.
	Provide testing, diagnosis or other services at a fixed or mobile location.
	Increase the capacity and availability of targeted health services for infectious disease response within existing health facilities.
	Provide equipment, supplies, and materials necessary to carry-out a public service.
	Deliver meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities.
Planning, Capacity Building, and Technical Assistance	
<p>States only: planning grants and planning only grants.</p> <p><i>See section 105(a)(12).</i></p>	Grant funds to units of general local government may be used for planning activities in conjunction with an activity, they may also be used for planning only as an activity. These activities must meet or demonstrate that they would meet a national objective. These activities are subject to the State’s 20 percent administration, planning and technical assistance cap.
<p>States only: use a part of to support TA and capacity building.</p> <p><i>See section 106(d)(5) (42 U.S.C. 5306(d)(5)).</i></p>	Grant funds to units of general local government to hire technical assistance providers to deliver CDBG training to new subrecipients and local government departments that are administering CDBG funds for the first time to assist with infectious disease response. This activity is subject to the State’s 3 percent administration, planning and technical assistance cap.
<p>Entitlement only: data gathering, studies, analysis, and preparation of plans and the identification of actions that will implement such plans. <i>See 24 CFR 570.205.</i></p>	Gather data and develop non-project specific emergency infectious disease response plans.

Planning Considerations

Infectious disease response conditions rapidly evolve and may require changes to the planned use of funds:

- CDBG grantees must amend their Consolidated Annual Action Plan (Con Plan) when there is a change to the allocation priorities or method of distribution of funds; an addition of an activity not described in the plan; or a change to the purpose, scope, location, or beneficiaries of an activity (24 CFR 91.505).
- If the changes meet the criteria for a “substantial amendment” in the grantee’s citizen participation plan, the grantee must follow its citizen participation process for amendments (24 CFR 91.105 and 91.115).
- Under the CARES Act, CDBG grantees may amend citizen participation and Con Plans concurrently in order to establish and implement expedited procedures with a comment period of no less than 5-days.

Resources

The Department has technical assistance providers that may be available to assist grantees in their implementation of CDBG funds for activities to prevent or respond to the spread of infectious disease. Please contact your local CPD Field Office Director to request technical assistance from HUD staff or a TA provider.

- Submit your questions to: CPDQuestionsAnswered@hud.gov
- Coronavirus (COVID-19) Information and Resources: <https://www.hud.gov/coronavirus>
- CPD Program Guidance and Training: <https://www.hudexchange.info/program-support/>

¹ On March 27, 2020, President Trump approved the Coronavirus Aid, Relief, and Economic Security Act (Public Law 116-136) (CARES Act). The CARES Act makes available \$5 billion in CDBG coronavirus response (CDBG-CV) funds to prevent, prepare for, and respond to coronavirus.

² Section 105(a)(8) of the HCD Act caps public service activities at 15 percent of most CDBG grants. Some grantees have a different percentage cap.

U. S. Department of Housing & Urban Development



Richmond Field Office
Community Planning & Development Division
600 E. Broad Street, 3rd Floor
Richmond, VA 23219-1800
1-800-842-2610

January 14, 2021

Mr. Alexander Ikefuna
Director
Department of Neighborhood Planning and Development
City of Charlottesville
P.O. Box 911
Charlottesville, VA 22902

Dear Mr. Ikefuna:

SUBJECT: Second Year Noncompliance with Timely Expenditure Requirements;
Community Development Block Grant (CDBG) Program

The purpose of this letter is to advise you that the City of Charlottesville is not carrying out its Community Development Block Grant (CDBG) program in a timely manner and is non-compliant, for the second consecutive year, with the CDBG timely expenditure requirements. Nevertheless, in accordance with the Federal Register Notice FR-6218-N-01, ***Program Rules, Waivers, and Alternative Requirements Under the CARES Act for Community Development Block Grant Program Coronavirus Response Grants, Fiscal Year 2019 and 2020 Community Development Block Grants, and for Other Formula Programs***, (hereinafter, the “Notice”), Section IV. B. 1., HUD suspended, effective January 21, 2020, all corrective actions for timeliness in fiscal year 2020. This suspension has recently been extended through December 31, 2020, the first three months of the 2021 fiscal year. Based on government restrictions, closures, shelter-in-place orders, and social distancing guidance related to coronavirus, HUD has determined that all entitlement grantees have factors beyond their reasonable control that, to HUD’s satisfaction, impact the carrying out of CDBG-assisted activities in a timely manner. Therefore, HUD has determined that corrective actions related to timeliness are not appropriate at this time.

The remainder of this letter will detail this condition and recommended actions for the City of Charlottesville to take to address this noncompliance.

City of Charlottesville has a July 1, 2020 Program Year Start Date. When the 60-day test was conducted on December 3, 2020 it was calculated that your community had an adjusted line of credit balance of 2.50 times its annual grant. In accordance with the Notice, HUD is noting

this lack of timely performance as a deficiency. HUD did, however, send a CDBG timeliness warning letter to the City of Charlottesville in fiscal year 2019. When the 60-day test was conducted on January 30, 2020, it was calculated that your community had an adjusted line of credit balance of 2.06 times its annual grant. In that February 4, 2020, HUD found the City of Charlottesville to be in non-compliance with the CDBG program timely performance requirements and stated that it was now subject to the Department's timeliness sanctions policy. While HUD is suspending all corrective actions and sanctions pursuant to the Notice, continued noncompliance in succeeding program years may result in a sanction based on the February 4, 2020, warning letter. Before December 31, 2020, HUD will determine whether to further extend this corrective action suspension for all or additional portions of fiscal year 2021. HUD may consider regional and local conditions when determining when to begin scheduling informal consultations.

As before, HUD wants to alert you to the following four resources, a technical assistance video along with three brochures located on the HUD Exchange website, that are available to assist you in your efforts to comply with HUD's timeliness standards:

- **[“CDBG Timeliness and Best Practices to Achieve Timely Performance,”](https://www.youtube.com/watch?v=6z4wdiKJPG8&feature=youtu.be)**
<https://www.youtube.com/watch?v=6z4wdiKJPG8&feature=youtu.be>
- **[“Developing and Implementing a CDBG Workout Plan,”](https://www.hudexchange.info/resources/documents/developing-and-implementing-a-cdbg-workout-plan.pdf)**
<https://www.hudexchange.info/resources/documents/developing-and-implementing-a-cdbg-workout-plan.pdf>
- **[“Keeping Your CDBG Funds Moving,”](https://www.hudexchange.info/resources/documents/Keeping-Your-CDBG-Funds-Moving-Guide.pdf)** and <https://www.hudexchange.info/resources/documents/Keeping-Your-CDBG-Funds-Moving-Guide.pdf>
- **[“Ensuring CDBG Subrecipient Timeliness.”](https://www.hudexchange.info/resources/documents/Ensuring-CDBG-Subrecipient-Timelines.pdf)**
<https://www.hudexchange.info/resources/documents/Ensuring-CDBG-Subrecipient-Timelines.pdf>

These resources provide guidance for keeping your CDBG program timely and will strengthen your community's program management capacity.

By way of final reminder, HUD notes, pursuant to Section III.B.7. (b) of the Notice, that CDBG-CV funds are not included in determining compliance with CDBG timely expenditure requirements. Pursuant to Section III.B.6. (a) of the Notice, however, program income generated by the use of CDBG-CV funds is treated as program income to a grantee's annual formula CDBG program. Therefore, program income generated from CDBG-CV activities will be included in timely expenditure compliance determinations for each grantee's annual formula CDBG program. Grantees should consider the potential effects of additional program income on compliance with timeliness requirements applicable to their annual formula CDBG grant program when they select, and design CDBG-CV assisted activities.

HUD appreciates the many efforts made by our grantees to continue carrying out their programs during this challenging time. My staff and I remain available to assist you in any way possible to help you achieve the timeliness standard in the future. Should you have any questions pertaining to this matter, please contact me at 202 422-0021. Staff requiring any technical assistance should contact Carolyn Meyers, Senior CPD Representative, at (804) 822-4828.

Sincerely,

Ronnie J. Legette
Director

cc:
Erin Atak
CDBG Grants Coordinator

CDBG-CV3 + CDBG + HOME RFP Submissions

		Organization, Program Title	Project Contact	Program Description	Funding Requested	
CDBG-CV3	Public Service	Pearl Transit	Jael Watts	24-hr Transportation and Non-perishable Food Delivery	\$ 132,384.00	
		Habitat for Humanity	Ruth Stone	COVID Response Program	\$ 90,000.00	
		Charlottesville Redevelopment Housing Authority	Kathleen Glenn-Matthews	CRHA Eviction Diversion Program	\$ 320,000.00	
	Econ	Community Investment Collaborative (CIC)	Stephen Davis	COVID Response Microenterprise Assistance	\$ 130,970.00	
	Total Amount of Request (Public Services)		\$ 542,384.00	Total Amount of Request (Econ)		\$ 130,970.00
	Total Projected Budget (Public Services)		\$ 134,009.60	Total Projected Budget (Econ)		\$ 134,009.60
	Request Overage (Public Services)		\$ (408,374.40)	Request Overage (Econ)		\$ (3,039.60)
CDBG	Econ	Organization, Program Title	Project Contact	Program Description	Funding Requested	
		Local Energy Alliance Program (LEAP)	Chris Meyer	Assisted Home Performance Worforce Development	\$ 29,238.00	
		Community Investment Collaborative (CIC)	Stephen Davis	Financial Management Program	\$ 15,000.00	
		Total Amount of Request				\$ 44,238.00
		Total Projected Budget				\$ 61,294.28
Request Overage				\$ (17,056.28)		
CDBG	Public Services (15% Cap)	Organization, Program Title	Project Contact	Program Description	Funding Requested	
		Public Housing Association of Residents (PHAR)	Brandon Collins	Resident Involved Redevelopment	\$ 34,000.00	
		Literacy Volunteers Charlottesville/Albemarle	Ellen Osborne	Beginning Level Workforce Development Tutoring	\$ 25,000.00	
		Total Amount of Request				\$ 59,000.00
		Total Projected Budget				\$ 62,905.05
Request Overage				\$ (3,905.05)		
CDBG	Housing	Organization, Program Title	Project Contact	Program Description	Funding Requested	
		Local Energy Alliance Prorgam (LEAP)	Chris Meyer	Cville Low-Income Assisted Home Performance	\$ 57,000.00	
		Total Amount of Request				\$ 57,000.00
		Total Projected Budget				\$ 61,294.28
Request Overage				\$ (4,294.28)		
HOME	Public Services (15% Cap)	Organization, Program Title	Project Contact	Program Description	Funding Requested	
		Local Energy Alliance Program (LEAP)	Chris Meyer	Cville Low-Income Assisted Home Performance	\$ 57,000.00	
		Habitat for Humanity	Ruth Stone	Affordable Housing Downpayment Assistance	\$ 24,000.00	
		Albemarle Housing Improvement Program (AHIP)	Cory Demchak	Charlottesville Critical Rehab Program	\$ 80,594.00	
		Total Amount of Request				\$ 161,594.00
Total Projected Budget				\$ 80,594.00		
Request Overage				\$ (81,000.00)		

CDBG-CV3	Applicant	Score	Funding request	TF Recommendation 1
	CRHA	37.3	\$ 320,000.00	\$ 91,485.94
	Habitat	37.8	\$ 90,000.00	\$ 45,563.26
	Pearl Transit	26.75	\$ 132,384.00	\$ -
	<i>CIC (ECON)</i>	34.2	\$ 130,970.00	\$ 130,970.00
Total Amount Requested (ps)			\$ 542,384.00	\$ 137,049.20
Total Amount Requested (econ)			\$ 130,970.00	
Total projected Budget (econ)			\$ 134,009.60	
Total projected Budget (ps)			\$ 134,009.60	
Request Overage (ps)			\$ (408,374.40)	
Requested Overage (econ)			\$ 3,039.60	

CDBG Econ	Applicant	Score	Funding request	TF Recommendation 1
	LEAP	29.3	\$ 29,238.00	\$ 29,238.00
	CIC	34.2	\$ 15,000.00	\$ 32,056.28
Total Amount Requested			\$ 44,238.00	\$ 61,294.28
Total projected Budget			\$ 61,294.28	
Request Overage			\$ 17,056.28	

CDBG Public Services	Applicant	Score	Funding request	TF Recommendation 1
	PHAR	39.33	\$ 34,000.00	\$ 34,000.00
	LVCA	39.33	\$ 25,000.00	\$ 25,000.00
	Total Amount Requested			\$ 59,000.00
Total projected Budget (15%)			\$ 62,905.05	
Request Overage			\$ 3,905.05	

CDBG Housing	Applicant	Score	Funding request	TF Recommendation 1	
	LEAP	36.5	\$ 57,000.00	\$ 65,199.32	
	Total Amount Requested			\$ 57,000.00	\$ 65,199.32
	Total projected Budget			\$ 61,294.28	
Request Overage			\$ 4,294.28		

HOME	Applicant	Score	Funding request	TF Recommendation 1
	Habitat	37.67	\$ 24,000.00	\$ 24,000.00
	AHIP	33.67	\$ 80,594.00	\$ 37,352.00
	LEAP	36.5	\$ 57,000.00	\$ 19,242.00
	Total Amount Requested			\$ 161,594.00
Total projected Budget			\$ 80,594.00	
Request Overage			\$ (81,000.00)	

SCORING RUBRIC FOR CDBG-CV3/CDBG/HOME GRANT PROPOSALS



Name of Applicant:

Name of Project:

	Exemplary (3 Points)	Adequate (2 Points)	Needs Improvement (1 Point)	Missing Information (0 Points)	Score	Comments
Program/Project Description	Provides a clear description and clearly explains how it will address a Council Priority	Provides a description that adequately explains how it will address a Council Priority	Program/project description needs improvement	Proposal does not describe how it will address a Council Priority		
Program/Project Goal	Provides a clear explanation of the goal. Identifies what will be provided to whom, how many. Provides demographic information of the beneficiaries and how they will meet the income guidelines	Provides an adequate explanation of the goal	Program/Project goal needs improvement. Barely identifies what will be provided to whom and how many. Barely provides demographic information and how the beneficiaries will meet the income guidelines	Goal is missing and/or not explained. Identification of beneficiaries, number of beneficiaries, demographic information, and information about how the beneficiaries will meet the income guidelines is missing		
Need	Clearly describes how the program will directly address the needs.	Adequately describes how the program will directly address the needs using some local	Description of need needs improvement. Only state, regional, or national data	Does not describe how the program will directly address the needs and/or		

	Provides local data to describe the needs of the community <u>and</u> the beneficiaries	data to describe the needs of the community <u>and</u> the beneficiaries	provided, data not specific to clients	does not provide data to describe the needs of the community and the beneficiaries		
Outcomes	Clearly explains how proposed outcomes will be meaningful, client-focused and related to the service	Adequately explains how proposed outcomes will be meaningful, client-focused and related to the service	Explanation of how proposed outcomes will be meaningful, client-focused and related to the service needs improvement	Does not explain how proposed outcomes will be meaningful, client-focused and/or related to the service		
Strategies	Provides evidence-based strategies for how the program/project will address the need	Adequately describes how strategies address need using researched best practices strategies at a minimum	Describes how strategies address need without information about best practices or research	Does not identify how strategies directly address need		
Implementation Timeline	Timeline is detailed and realistic	Timeline is adequate	Timeline is limited or not realistic	No timeline provided and information is missing		
Evaluation Plan	Provides a rigorous evaluation plan which informs ongoing work, explains metrics and why they are used	Provides a solid evaluation plan	Evaluates some elements of its work, but the evaluation is not thorough	Proposal does not provide an evaluation plan or the plan is insufficient		
Demographic Verification	Proposal clearly describes how the agency will collect and verify <u>all</u> required information	Proposal adequately describes how the agency will collect and verify all required information	Proposal describes how the agency will collect and verify <u>some</u> required information	Proposal does not describe how the agency will collect and verify any required information		

Financial Benefits	Proposal describes how the program fully meets two financial benefits	Proposal describes how the program fully meets one financial benefit	Proposal describes how the program <u>partially</u> meets one to two financial benefits	Proposal does not describe how the program will provide a financial benefit		
Collaboration	Proposal describes how the program collaborates with other organizations to achieve a common goal using defined deliverables and metrics (ex. Clear accountability, shared management, such as MOU's or formal partnership agreements)	Proposal describes formal agreements with more than two organizations describing how they cooperate, but does not share common deliverables or metrics.	Proposal describes collaboration informally with other organizations (ex. information sharing, resource sharing)	Proposal does not describe collaboration with other entities		
Engagement/ Outreach Strategy	Proposal describes complete outreach and engagement strategies and explains how it will serve needy and underserved populations	Proposal describes some outreach and engagement strategies and how it will serve needy and underserved populations	Proposal explains that services are available to needy and underserved populations but program/project does not conduct outreach or engagement	Proposal does not provide strategies for outreach and engagement to needy and underserved populations		
Priority Neighborhood Ridge Street	Proposal describes complete outreach strategies and program/project serves residents in the Priority Neighborhood	Proposal describes some outreach and program/project serves residents in the Priority Neighborhood	Proposal explains that services are available to priority neighborhood residents but program/project does not conduct outreach	Proposal does not provide strategies for outreach to priority neighborhood residents		

Organizational Capacity (STAFF ONLY – not included in scoring)	Organization demonstrated sufficient capacity and fully met projected outcomes in previous grant year	Organization demonstrated adequate capacity and almost met projected outcomes in previous grant year	Organization capacity needs improvement, did not meet projected outcomes	The organization demonstrated a lack of a capacity		
Outstanding Funding (STAFF ONLY – included in scoring)	Organization expended all previous grant funding or is a new applicant with no prior CDBG/HOME/CDBG-CV dollars unspent.			Organization has been awarded grant funding from prior fiscal years and has been unable to spend all the funding.		
Organizational Capacity	Proposal provides clear evidence of the capacity and ability to ensure timely performance and reporting	Proposal provides adequate evidence of the capacity and ability to ensure timely performance and reporting	Evidence of capacity and ability needs improvement. Does not address the question fully	Proposal does not provide evidence of the capacity and ability		
Budget	Proposal clearly demonstrates: <ul style="list-style-type: none"> A. How requested funds will be applied to expense line items B. How the amount requested is reasonable C. That the overall program budget shows a direct 	Proposal provides an adequate budget. Adequately addresses A, B, and C	Proposed budget needs improvement and barely addresses A, B, and/or C. Proposed budget needs improvement.	The proposal does not demonstrate how the requested funds will be applied to expense line items, how the amount requested is reasonable, and does not show a direct relationship with proposed service items		

	relationship with proposed service items					
TOTAL SCORE (MAX SCORE = 45 PTS)						



CDBG Taskforce and SAT Subcommittee Meeting Minutes

Thursday, November 12th, 2020

3:30-5:30 PM

Virtual Meeting

AGENDA

1. Introductions/Housekeeping/Minutes
 - a. SAT Committee 3:30-4:15pm
 - b. CDBG Taskforce: 4:15-5:30pm
2. Review Application Scores & Create proposal budget.
 - a. CDBG-CV3 2020-2021
 - b. CDBG 2021-2022
 - c. HOME 2021-2022
3. Other Business
4. Public Comment

Staff Contact:

Erin Atak, Grants Coordinator (atake@charlottesville.gov), (434) 970-3093

CDBG Strategic Action Team (SAT) Minutes

ATTENDANCE:

Taskforce Member	Present	Absent
Sue Moffett	X	
Kelley Logan	X	
Letitia Shelton		X
Gretchen Ellis	X	
Diane Kuknyo	X	
Erin Atak	X	

SAT Minutes

Grants Coordinator Erin Atak (EA) outlines the pre-application technical assistance process for the CDBG, HOME, and CDBG-CV3 grants. All applicants underwent an application workshop and a CDBG/HOME grant workshop session to review how to complete the web application, and the federal requirements for CDBG/HOME/CDBG-CV3.

12 applicants were met with during the mandatory technical assistance pre-application submittal phase, 8 applications were submitted for review.

EA states that one change was made to the coring rubric for all applications. This was to address the HUD timeliness requirement, (24CFR 570.902(a)). Applicants were told during the technical assistance meetings that applicants with outstanding CDBG and HOME funds may not be receiving as strong of a consideration in this review process. This change helps the City and subrecipients stay in compliance with HUD timeliness requirements and promote new applicants to join the CDBG and HOME application process.

EA states to the SAT members that they have the option to fully fund the CDBG econ applications, partially fund the applications, fund one application or not the other, or fund none of the applications.

Gretchen Ellis (GE) asks if the committee can fund an applicant more than what was requested.

EA: Yes – the Taskforce can check with Community Investment Collaborative and Local Energy Alliance Program staff in the audience to see whether they would be able to manage additional funds.

GE: Poses the question of whether the grants being awarded to microenterprises through CIC's application could be increased as we have been in this COVID state for an expended period of time – increasing the grant among would benefit businesses more.

CIC Staff member Anna speaks with the Taskforce and states that CIC would be able administer larger grants and could manage extra funding and could also help more businesses at the same small grant threshold depending on how the Taskforce decided.

GE makes a recommendation to move some of the CDBG econ overage funding into the CIC econ funding recommendation.

Sue Moffett (SM) states that she had difficulty with the LEAP application as there was an absence of data making it hard to measure effectiveness of the project aside from reviewing the purpose of the project.

GE: Poses a question for LEAP about whether that have previous experience with working with previously incarcerated individuals transition to the workforce. GE also mentions that LEAP's application is more focused in the target neighborhood.

Chris Meyer from LEAP addresses GE's questions, states they have experience with working with Home to Hope individuals. States that this is one strategy to build a workforce.

Diane Kuknyo (DK) asks Chris Meyer about whether the homes benefiting from the program will be rental properties with wealthy homeowners or low-income homeowners.

Chris Meyer from LEAP addresses DK's concern and states that this program will benefit low-income homeowners.

GE moves to fully funding LEAP and to funding CIC at the full amount along with adding the \$17,000 overage to CIC so that CIC could increase the number of microloans to the proposed businesses.

Kelly Logan (KL) seconds.

Moving to CDBG-CV3 Econ category

EA explains that the SAT members only review the economic development applications while the CDBG/HOME Taskforce review the public service and housing applications in accordance to the CDBG Citizen Participation Plan.

GE moves to fund CIC CDBG-CV3 application at the full \$130,970.00

SM seconds.

SAT recommends the final budget:

CDBG Econ
LEAP \$29,238

CIC \$32,056.28

CDBG-CV3

CIC \$130,970

SAT Committee is Adjourned.

CDBG/HOME Taskforce Minutes

ATTENDANCE:

Taskforce Member	Present	Absent
James Bryant	X	
Taneaia Dowell	X	
Howard Evergreen	X	
<i>Belmont Rep: VACANT</i>		X
Nancy Carpenter		X
Emily Cone-Miller	X	
Matthew Gillikin	X	
Kem Lea Spaulding	X	
Helen Kimble	X	
Erin Atak	X	

CDBG Minutes

Grants Coordinator Erin Atak (EA) outlines the pre-application technical assistance process for the CDBG, HOME, and CDBG-CV3 grants. All applicants underwent an application workshop and a CDBG/HOME grant workshop session to review how to complete the web application, and the federal requirements for CDBG/HOME/CDBG-CV3.

12 applicants were met with during the mandatory technical assistance pre-application submittal phase, 8 applications were submitted for review.

EA states that one change was made to the coring rubric for all applications. This was to address the HUD timeliness requirement, (24CFR 570.902(a)). Applicants were told during the technical assistance meetings that applicants with outstanding CDBG and HOME funds may not be receiving as strong of a consideration in this review process. This change helps the City and subrecipients stay in compliance with HUD timeliness requirements and promote new applicants to join the CDBG and HOME application process.

EA states that the SAT committee members made the funding recommendations for the econ applications.

CDBG Taskforce begins to review the CDBG public services applications

Howard Evergreen (HE) asks about how the taskforce can allocate the overage in public services

EA states that the overage can be directed toward another application in housing that may need it or be directed toward the Ridge Street Priority Neighborhood budgeted at \$150,000.

Kem Lea Spaulding (KLS) asks what is needed of the taskforce today.

EA explains that the Taskforce has the option to either fully fund, partially fund, or not fund the applicants, funds can also be moved to the Ridge Street priority neighborhood taskforce and to housing as needed.

Matthew Gillikin (MG) makes a funding recommendation to fully fund PHAR (\$34,000) and LVCA (\$25,000). MG states both applicants received the same score and fit within the 15% funding cap.

Taneaia Dowell (TD) seconds.

HE, KLS, and James Bryant (JB) also agreed.

KLS asks whether all the applications presented today are providing services only for the Ridge Street priority neighborhood.

EA explains that the grant is not exclusive to the Ridge street priority neighborhood. Some applicants are providing services within the target neighborhood, and others are providing services to City residents. The Ridge Street Priority neighborhood portion of the CDBG grant focuses solely in Ridge Street.

Emily Cone Miller (ECM) and MG make a funding recommendation to fully fund LEAP (\$57,000).

JB, TD, and HE second.

KLS asks whether LEAP is hiring Ridge Street residents for the job training program.

Chris Meyer from LEAP addresses this question, staff members come through the Home to Hope program. LEAP is asking for various funds from the CDBG econ and CDBG housing and HOME to service homes with energy efficiency improvements.

MG asks whether funds from the CDBG-CV3 could be moved to different funding categories.

EA answers that CDBG-CV3 is a separate grant and that those funds would need to remain separate from the CDBG and HOME.

HE and MG discuss briefly that Habitat for Humanity submitted two different applications for CDBG-CV3 and HOME, unlike LEAP who submitted the same application for multiple sources of funding. HE explains that Habitat applied for down payment assistance through the HOME grant and applied for a COVID relief rent/mortgage relief program through CDBG-CV3.

TD states a concern that she believes Habitat recruited only members through the Homeownership program.

Ruth Stone from Habitat addresses TD's question and states that the pathways to housing program through Habitat produces an applicant pool that needs financial empowerment that can be aided with CDBG and HOME.

MG makes one funding recommendation to fully fund Habitat (\$24,000) and give the remainder of the budget to AHIP.

HE ask if Habitat has outstanding funds.

EA states that a reasoning would need to be given to HUD as to why the City continues to re-award organizations with outstanding funds dating back to 2018. EA states that Habitat has outstanding down payment funds totaling \$14,813.52.

HE states that AHIP's proposal is to complete one home. Partially funding this application might make this hard to accomplish. He adds that LEAP's application aims to help more people with the funding requested.

TD agrees with HE's comments, and states that Habitat has not spent all the prior funding and is leveraging to complete said projects with some of the other projects that were funded earlier.

Cory Demchak from AHIP typically helps 10-20 homes with federal funds and assisting 1 home eliminates a lot of the admin work.

HE asks LEAP how partially funding their HOME application would affect their program.

Chris Meyer from LEAP states that a partial funding would reduce the number of homes that would get addressed.

The Taskforce moves to vote fully funding Habitat for Humanity (\$24,000).

HE asks EA whether this will work with the unspent funds.

EA states that if the Taskforce moves to recommend fully funding an application, an explanation will be given to HUD. The main concern is addressing the unspent funds with HUD and avoiding having subrecipients having to pay back HUD.

TD asks whether COVID-19 has affected projects.

EA states yes.

Emily Cone Miller (ECM) asks whether HOME funds could get moved to another funding category.

EA states that HOME funds need to remain in HOME (No).

MG makes a funding recommendation to fully fund Habitat (\$24,000) again. MG points out that the AHIP total rehab costs was over \$200,000 and that funding the proposal regardless of the amount would only assist partially.

ECM proposes funding LEAP the remaining 1/3 of the funds, and AHIP with the remaining 2/3 funds.

HE asks if AHIP received partial funding, would this affect the project?

Cory Demchak from AHIP states that receiving partial funding could affect this project specifically, but AHIP could switch to providing homeowner rehabs within the Ridge Street Neighborhood if that was the case.

Helen Kimble (HK) makes a funding recommendation to fund AHIP at 2/3 of the remaining HOME funds and fund LEAP with 1/3 of the remaining funds.

HE adds that the taskforce move to take the overage from the public services and housing category and place it into the LEAP application as they are not receiving full funding in the HOME category.

Taskforce approves: AHIP (\$37,352), LEAP (19,242) for HOME.

Taskforce begins to review CDBG-CV3

MG states that based on the scoring the fund should be divided between CRHA and Habitat. Pearl Transit's application scored significantly lower than the other two.

Members of the Taskforce state that the lack of clarity within the application poses concern.

MG asks if CRHA would be able to accomplish their activity on partial funding.

Kathleen Glen Matthews from CRHA states that the organization can scale back the scope of work offered within the application and pursue other sources of funding.

MG states that the rental assistance portion of the CRHA application was the most appealing given the current health crisis.

John Sales from CRHA speaks with the Taskforce about the eviction diversion program.

JB asks John about the role of the Housing Stabilization Coordinator.

John states that this role would work directly with families to work on repayment agreements and affordability.

JB states that homeowner eviction education during this time is a priority.

The Taskforce discusses on the CRHA application and the Habitat for Humanity covid application.

EA reminds the Taskforce that splitting up funds between organizations means less of the scope of work for both organizations would get accomplished, regarding CRHA and Habitat's application.

HE proposes splitting the funds between the two organizations (CRHA and Habitat). The funding recommendation is made that Habitat and CRHA both receive \$67,004.80.

ME mentions that he does not mind splitting the funds between the organizations and suggests that CRHA prioritize emergency rental relief.

Taskforce members discuss whether the funding recommendation should change.

TD proposes of funding CRHA with 2/3 of the public services covid funding, and the remaining 1/3 of the funding would be recommended to Habitat. TD explains that Habitat received funds in the HOME category.

TD also proposes to move the overage of econ funds to CRHA CDBG-CV3 application as there are no outstanding grant funds unspent with this applicant.

HE agrees.

Taskforce discusses on whether to split the public services funding evenly between CRHA and Habitat, or to divide it into thirds.

EA reminds the Taskforce that HUD needs justification from the Taskforce as to why the committee is recommending awarding an organization with outstanding grant funds.

Taskforce members move to fund CRHA with \$91,485.94 and fund Habitat \$45,563.26. CRHA was recommended to receive the funding overage.

Meeting Adjourned.

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	March 1, 2021
Action Required:	Approve appropriation
Presenter:	Sue Moffett, Assistant Director of Social Services
Staff Contacts:	Jenny Jones, Chief of Family Services Laura Morris, Chief of Administration
Title:	Additional State Funding for Adoption Assistance - \$600,000

Background:

The Charlottesville Department of Social Services (CDSS) has received \$600,000 in additional funding from the Virginia Department of Social Services to provide assistance to adoptive families.

Discussion:

The purpose of adoption assistance is to facilitate adoptive placements and ensure permanency for children. Maintenance payments provide support and services for the child and to strengthen the adoptive family.

The department has seen a steady increase in adoptive placements. In Fiscal year 2019, the department served 149 adoptive children and finalized 37 adoptions. In FY2020, the department served 176 children and finalized 32 adoptions. 167 adoptive children have received assistance in FY21 through February 12th.

Alignment with City Council's Vision and Strategic Plan:

Approval of this agenda item aligns with the City's mission to provide services that promote equity and an excellent quality of life in our community. It is consistent with Strategic Plan Goal 2: A Healthy and Safe City, Objective 2.2, Meet the safety needs of victims and reduce the risk of re-occurrence/re-victimization.

Community Engagement:

Adoption staff work directly with families and providers to provide needed services and serve as resources to other department staff and community partners.

Budgetary Impact:

No additional City funds are required or being requested for this program in FY 2021. The additional funding for this program is entirely State dollars and does not require a local match.

Recommendation:

Staff recommends approval and appropriation of these funds.

Alternatives:

If the appropriation is not approved, CDSS will require general funds to cover the May and June maintenance payments to adoptive families. These payments are negotiated as part of the adoption agreement and are legally binding.

Attachments:

Appropriation

APPROPRATION
Additional Funding for Adoption Assistance
\$600,000

WHEREAS, the Charlottesville Department of Social Services has received \$600,000 from the Virginia Department of Social Services to provide assistance to adoptive families.

NOW, THEREFORE BE IT RESOLVED by the council of the City of Charlottesville, Virginia, that the sum of \$600,000 is hereby appropriated in the following manner:

Revenue-\$600,000

Fund 212 Cost Center: 9900000000 G/L Account: 430080 \$600,000

Expenditures-\$600,000

Fund 212 Cost Center: 3311007000 G/L Account: 540060 \$600,000

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$600,000 from the Virginia Department of Social Services.

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



Agenda Date:	March 1, 2021
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 Transit Association (V.T.A.) Free Transit Fare for Working Families Grant – \$180,750

Background:

In August 2020, the City of Charlottesville, through the Office of Economic Development (O.E.D.), received an award from the Virginia Transit Association (V.T.A.) in the amount of \$180,750 for the Free Transit Fare for Working Families Grant Program. The funding will be used to provide transportation for employment purposes to Temporary Assistance for Needy Families (T.A.N.F.) eligible persons and/or individuals with a dependent child whose income is at or below 200% of the federal poverty level from July 1, 2020 and June 30, 2021.

Transportation will be provided in the form of bus rides through Charlottesville Area Transit (C.A.T.) and/or on-demand transportation provided by Jaunt, Inc. (Please note that C.A.T. is currently not charging for bus passes, so it is anticipated that most of the funding will go towards on-demand transportation.) Transportation for employment purposes include, but are not limited to: interviews, job search, employment, training, and childcare for dependent children. The entire Charlottesville region is covered by the grant, including: the City of Charlottesville and Albemarle, Buckingham, Fluvanna, Greene, Louisa, and Nelson counties.

The Downtown Job Center, which will administer the program, will document and verify T.A.N.F. and income eligibility with the assistance of C.D.S.S. Quarterly status reports will be submitted to V.T.A. and Virginia’s Department of Social Services, and full and accurate project records will be maintained for the duration of the grant program. This grant will be executed in partnership with the Charlottesville Department of Social Services (C.D.S.S.), Network2Work @ Piedmont Virginia Community College, and Jaunt, Inc. There have also been letters of support from multiple employer partners outside of existing City bus lines, including the Walmart Distribution Center, Crutchfield Corporation, and the Thomas Jefferson Foundation (Monticello and the Distribution Center at Ivy).

The V.T.A. grant does not require a local match. All funding is designated for direct transportation services for clients.

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 these barriers includes transportation and the impact it has on residents being able to get to and from work and mid-skilled jobs that pay a self-sufficient wage.

The O.E.D. has attempted to mitigate the increasing inaccessibility to appropriate employment opportunities by developing and executing programs through partnerships with other public and private sector agencies. One such initiative is the GO Ride program wherein individuals in an active job search or starting at a new job are eligible for short term free bussing through C.A.T. Bus passes are available for City residents who can provide proof of residence and actively work with Downtown Job Center staff to meet their employment needs. The program is for those who rely on public transportation to commute and cannot afford to purchase passes or have had circumstances that make commuting to work difficult. Those who are in an active job search and work with staff to submit applications, prepare resumes and other employment-centric tasks are eligible for a 7-day pass, with the idea that it will help with getting people to and from appointments, interviews, and in dropping off completed applications. Anyone who has recently found employment is eligible for one 30-day pass, with the idea being acute transportation needs can be addressed during that period as the person starts earning income.

In support of a new on-demand transportation service and an expansion of OED's existing GO Ride program, the V.T.A. grant funding will allow City residents without reliable transportation the opportunity to obtain employment with employers located beyond the City bus lines in outlying counties.

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, the GO Ride on-demand transportation program is supported by numerous community agencies and organizations. This includes: the City of Charlottesville Department of Social Services (C.D.S.S.), Network2Work @ Piedmont Virginia Community College, and Jaunt, Inc. There have also been letters of support from multiple employer partners outside of existing City bus lines, including the Walmart Distribution Center, Crutchfield Corporation, and the Thomas Jefferson Foundation (Monticello and the Distribution Center at Ivy).

Budgetary Impact:

There is no budget impact for the City of Charlottesville as no local match is required. This grant will be entirely State, and Federal pass-through funds.

Recommendation:

Staff recommends approval and appropriation of grant funds.

Alternatives:

If grant funds are not appropriated, City residents without access to reliable transportation will not have access to potential job opportunities beyond City bus lines.

Attachments:

- V.T.A. Free Fare Grant Proposal
- V.T.A. Free Fare Grant Agreement – Fully Executed

APPROPRIATION

**Virginia Transit Association (V.T.A) Free Transit Fare for Working Families Grant
\$180,750**

WHEREAS, the City of Charlottesville has received grant funds from the Virginia Transit Association in the amount of \$180,750; and

WHEREAS, the funds will be administered by the Office of Economic Development through the Downtown Job Center and used to support transportation for program participants for employment purposes; 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 \$180,750 is hereby appropriated in the following manner:

Revenue – \$180,750

\$180,750 Fund: 210 IO: 1900392 G/L: 430120 State/Fed pass thru

Expenditures - \$180,750

\$180,750 Fund: 210 IO: 1900392 G/L: 599999 Lump Sum

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$180,750 from the Virginia Transit Association.

Free Transit Fare for Working Families Program Grant Application Form

Application Instructions

Applications for the Free Transit Fare for Working Families (Free Transit Fare) grant program will be accepted from June 22 to July 10, 2020. To apply, please complete the following application form in its entirety and enclose the following supplemental supporting documents:

- a) **Cover letter** on organizational letterhead certifying the proposed project and outcome reporting can commence in September 2020.
- b) **Letter of support** from the identified transit service provider(s) acknowledging the proposed project and certifying that ridership data can be provided as described.
- c) **Project budget form** completed utilizing the template provided.

The application narrative is limited to the space provided in Section C.

Application Form

A. Sub-Recipient Information

Sub-Recipient Name:		
Entity Type:	Municipality <input type="checkbox"/>	Other <input type="checkbox"/> <i>If "other", please describe:</i>
	Nonprofit <input type="checkbox"/>	
	Transit Provider <input type="checkbox"/>	
Point of Contact:	Name:	
	Title:	
	Phone:	
	E-mail:	
	Address:	

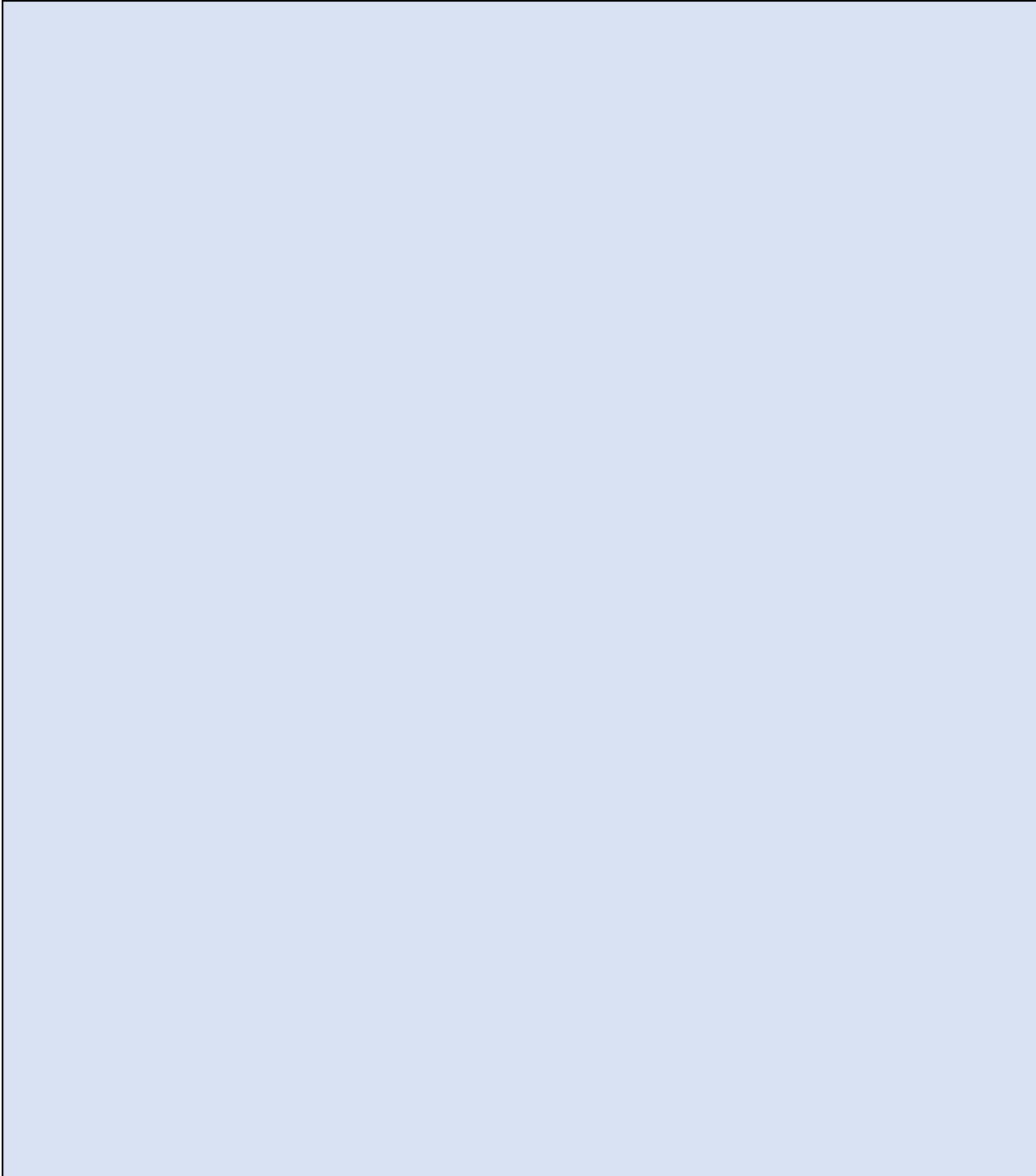
B. Project Information

Project Title:		
Total Project Cost: <i>(based on completed project budget form)</i>	Transit Passes:	\$
	On Demand Bus Trips:	\$
	Public Vanpools:	\$
	Ridership Tracking <i>(if applicable)</i> :	\$
	Miscellaneous Program Expenses:	\$
	Administrative Expenses	\$
	Total Project Cost: <i>(This is your grant request)</i>	\$
Number of TANF Persons to be Served <u>Monthly</u> from September 2020-June 2021:		
Number of TANF Persons to be Served from September 2020-June 2021: <i>(unduplicated)</i>		
Description of Primary Service Area: <i>(counties/cities of TANF eligible persons)</i>		
Transit Agency(ies):		
Proposed Transit Service to be Provided: <i>(check all that apply)</i>	Fixed Route Bus:	<input type="checkbox"/>
	On Demand Bus:	<input type="checkbox"/>
	Public Vanpool:	<input type="checkbox"/>
	Other:	<input type="checkbox"/>
Anticipated Primary Destinations:		

C. Project Narrative

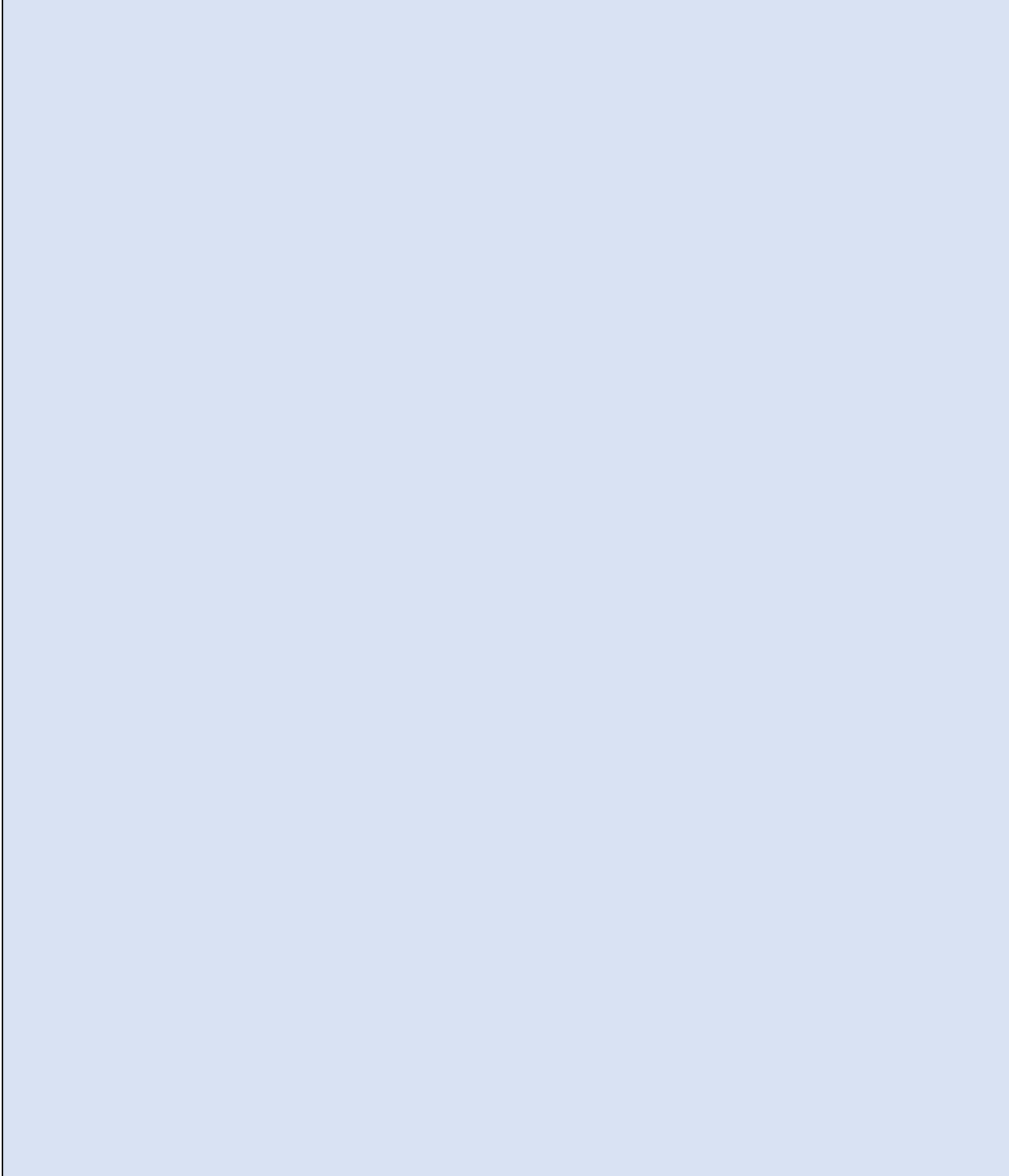
1. Project Description

Please provide an overview of the proposed project and the transit services to be funded with Free Transit Fare program funds. Please detail the project overview, purpose and need, and project approach.



2. Accessibility and Mobility Benefits

Please discuss the existing mobility challenges that the TANF eligible persons to be served by this project have and discuss how the proposed project will improve access to employment and/or job training.



3. TANF Eligibility Reporting

Please describe the subrecipient’s existing programming for TANF eligible persons and the ability to identify, assist, and track TANF eligible persons for purposes of this grant.

[Empty response area for Section 3]

4. Outcome Reporting

Estimate project outcomes as defined in Section 3-C of the program guidelines and describe the subrecipient’s proposed approach to track and report project outcomes.

Required

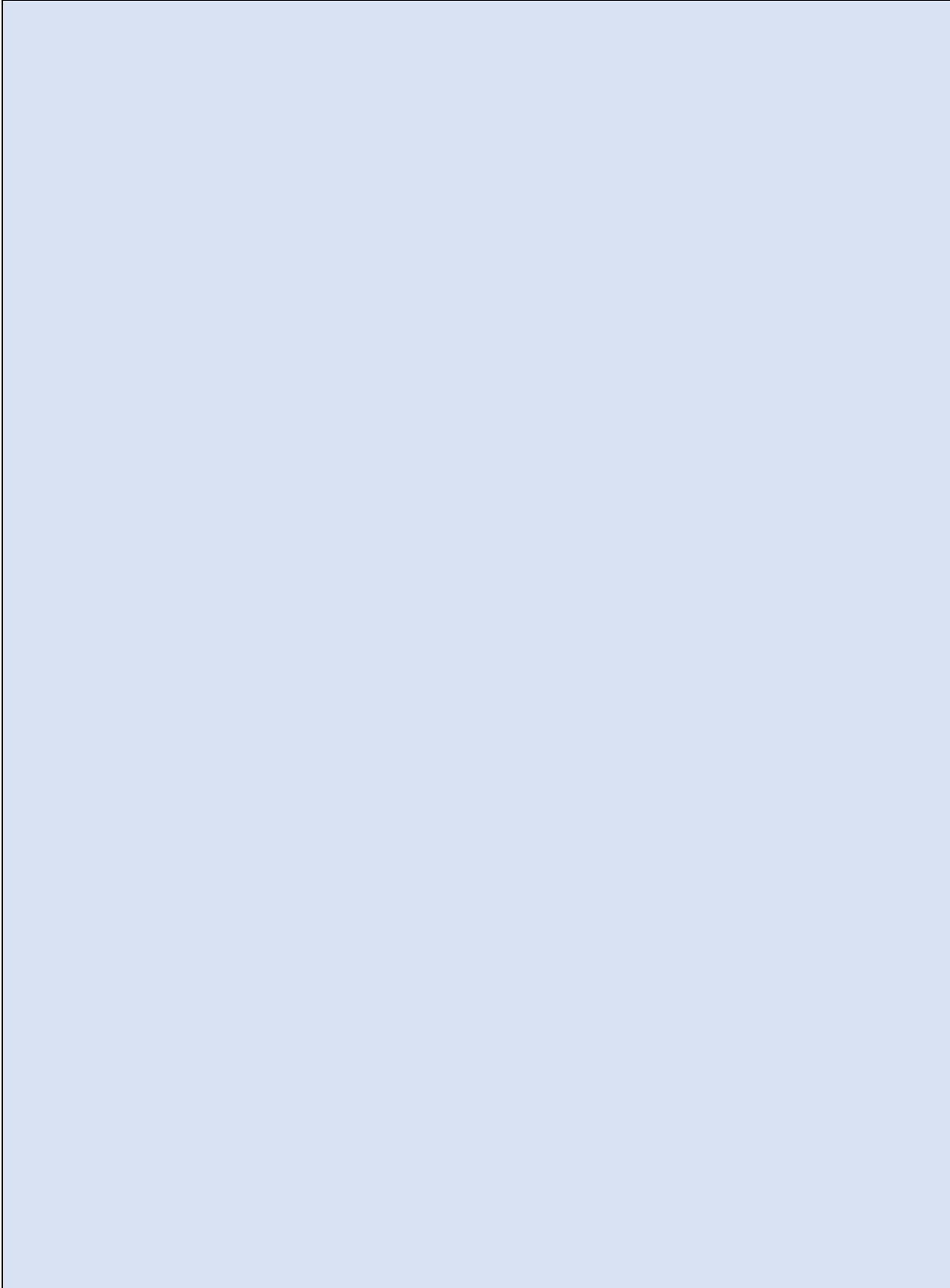
- The number and amount of transit fare provided (e.g., number and monetary value);
- The number of persons served; and
- The type of service provided (e.g., fixed route vs on demand).

Desired

- Ridership data to include boardings and qualitative information regarding destinations; and
- Whether individuals are using the provided transit service to travel to employment locations, job training programs, or both.

If there is a strategic partnership with one or more transit organizations, please describe. Subrecipients are encouraged to be specific with how outcome data and ridership will be tracked.

[Empty response area for Section 4]



5. Start-up Capacity

Given the compressed performance period for the Fiscal Year 2020-2021 program, describe how quickly the project can begin after the anticipated September 15, 2020 notice to proceed.

6. Project Cost

Please describe the grant request and the estimated project costs as outline in the budget form once completed.

Submission

Completed applications must be submitted by email to VTA by 4:00 PM on Friday, July 10, 2020. This application form, along with the required supplemental documents, should be emailed to:

Lisa Guthrie, Executive Director
Virginia Transit Association
Email: TANFgrant@vatransit.com

VIRGINIA TRANSIT ASSOCIATION
Cooperation Agreement with
CITY OF CHARLOTTESVILLE OFFICE OF ECONOMIC DEVELOPMENT

\$180,750.00
Free Transit Fare for
Working Families Grant Program

This AGREEMENT made this 24th day of August 2020, by and between THE VIRGINIA TRANSIT ASSOCIATION ("VTA") and the City of Charlottesville Office of Economic Development (the "Subrecipient") (hereinafter each a "Party" and collectively the "Parties").

WHEREAS, VTA is to be the Grantee and recipient of the Virginia Temporary Assistance for Needy Families Block Grant funds ("TANF Grant") of up to One Million Dollars (\$1,000,000) from the Virginia Department of Social Services ("VDSS") to fund activities associated with VTA's Free Transit Fare Grant Program ("VTA Grant Program"), and

WHEREAS, VTA has awarded the Subrecipient's GO Ride Expansion and Regional On-Demand Transit Coalition Project ("Project") a grant in the amount of \$180,750 for eligible expenses as outlined in the Program Guidelines and the Subrecipient accepted the award, and

WHEREAS, the VTA Grant Program requires that a Cooperation Agreement be entered into between VTA and the Subrecipient, which authorizes the Project and obligates the Subrecipient to reimburse VTA for any expenditures found by VTA or VDSS to be ineligible; and

WHEREAS, the Subrecipient has agreed to indemnify VTA and hold VTA harmless from any liability resulting from the Project; and

WHEREAS, as part of the TANF Grant, VTA will enter into a Sole Source Agreement with VDSS (the "Grant Agreement") in which VTA will be identified as a Grantee of VDSS in the administration of the aforesaid Grant Agreement and the funding associated therewith; and

WHEREAS, the Subrecipient will be identified as a subrecipient of VTA in the administration of the aforesaid Grant Agreement and the funding associated therewith.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and intending to be legally bound hereby, the Parties agree as follows:

1. **Status.** VTA shall serve in the capacity of a pass-through entity for purposes of receiving TANF Grant Funds for the Project in an amount of up to One Hundred Eighty Thousand Seven Hundred

Fifty Dollars (\$180,750.00). The Subrecipient shall be a sub-grantee to VTA, and shall comply with all statutory and program requirements throughout the implementation of the Project as specified in the Grant Agreement.

2. **Responsibility.** The Subrecipient agrees to be fully responsible for any and all obligations, monetary or otherwise, arising on behalf of VTA as a result of VTA acting as the conduit for TANF Grant Funds.

3. **Reimbursement of Ineligible Expenditures.** Provided that the Subrecipient undertakes the Project and desires to utilize public funding made available under the TANF Grant, VTA and Subrecipient acknowledge and agree as follows:

- a. In the event that VDSS having jurisdiction, or Court of final jurisdiction, determines that any of the grant funding received by the Subrecipient under the Grant Agreement has been an ineligible expenditure for the Project in accordance with the grant terms, VTA shall be reimbursed the full amount of any such ineligible expenditure as follows:
 - i. In accordance with the terms of the Cooperation Agreement between VTA and Subrecipient, the Subrecipient shall be responsible for directly reimbursing VDSS for any ineligible Project expenditure.

4. **Indemnification.** The Subrecipient also agrees to indemnify and hold harmless VTA from any and all liability that may arise from the Project and any expenditures found by VTA or VDSS to be ineligible for the Project.

5. **Administration.**

- a. VTA shall provide professional personnel for general administration of the Grant Agreement with VDSS. In connection with the general administration of the Grant Agreement, general administration will include:
 - i. Preparation and administration of required reports to VDSS.
 - ii. Submitting for reimbursement for grant funds to VDSS.
 - iii. Providing reimbursement to the Subrecipient for Project expenditures upon VDSS approval and payment to VTA.
 - iv. Maintaining grant files and accounting records for the TANF Grant.
 - v. All other compliance requirements that may be issued by VDSS.
- b. VTA and Subrecipient must promptly execute all documents, writings, or other instruments necessary for the efficient and effective administration of the Grant Agreement.
- c. As Subrecipient, the Subrecipient shall be subject to and satisfy all Project-related terms and conditions of the Grant that are detailed in the Grant Agreement, TANF Free Transit Fare Program Guidelines, and the Subrecipient's grant application, attached hereto, to include but not limited to:

- i. Verifying and documenting that the Project solely serves TANF eligible persons and/or individuals with a dependent child whose income is at or below 200% of the federal poverty level.
 - ii. Paying Project expenses directly and submitting for reimbursement through VTA on a monthly basis.
 - iii. Submitting quarterly Programmatic Progress Reports in the form and content as required by VTA and VDSS. Reports will contain detailed descriptions of program activities and outcomes. The Progress Reports are due no later than August 15th, November 15th, February 15th, and May 15th each year.
 - iv. Maintaining full and accurate records with respect to the Project, including but not limited to TANF eligibility screening, transit ridership outcome reporting, and Project expenditures.
- d. Any modifications or amendments to the Project will be subject to prior written approval of VTA, the Subrecipient, and VDSS.
- e. The Subrecipient shall cause its contractors in any contracts related to the Project to comply with the terms and conditions of the Grant Agreement and all applicable laws governing the Project, including, but not limited to, requirements relating to the payment of prevailing wages, bonding, and insurance.

IN WITNESS WHEREOF AND INTENDING TO BE LEGALLY BOUND HEREBY, the Parties hereto by their duly authorized representatives, have executed this Agreement as of the day and year first above written.

ATTEST:


 NAME

VIRGINIA TRANSIT ASSOCIATION



 NAME *VTA Executive Director*

 NAME

 NAME

ATTEST:

City of Charlottesville Office of Economic
Development



Glen E. Pack
Comptroller



NAME

CHRISTOPHER V. CULLINAN
Director of Finance

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	March 1, 2021
Action Required:	Council Endorsement of the Affordable Housing Plan
Presenter:	Alex Ikefuna, Director, Neighborhood Development Services Phillip Kash, Partner, HR&A Advisors Sarah Kirk, Director, HR&A Advisors Jennifer Koch, Associate Principal, Rhodeside-Harwell
Staff Contacts:	Alex Ikefuna, Director, Neighborhood Development Services Missy Creasy, Assistant Director, Neighborhood Development Services
Title:	Charlottesville Affordable Housing Plan – Endorsement Request

Background:

In October 2019, the City of Charlottesville contracted the services of Rhodeside and Harwell, Incorporated, to undertake the update of the Comprehensive Plan (including a Housing Strategy) and Zoning Ordinance Rewrite. This process – called Cville Plans Together – is being tracked on a project website, <https://cvilleplanstogether.com/>.

There are three related outcomes for this process:

- **An updated Comprehensive Plan**, which will build on the 2017-2018 Planning Commission process to include updated information based on community input.
- **An Affordable Housing Plan**, as part of the Comprehensive Plan, to create a unified strategy for housing Charlottesville’s residents.
- **A zoning ordinance** that reflects the updated community land use vision and addresses other needed updates (state requirements, consistency, etc.).

The Affordable Housing Plan contains immediate, short-term, and longer-term recommendations to advance affordable housing. The Plan is ultimately a living document to be used by City staff, housing policy advisors, and elected leadership to guide affordable housing policies and investments over the coming years. In the near term, in winter and spring 2021, the recommendations in this plan will be incorporated in revisions to the Comprehensive Plan and inform the City’s zoning code rewrite.

The item is on the agenda today in order to seek Council’s endorsement of the Affordable Housing Plan as a checkpoint prior to fully incorporating the strategies within this Plan into the Comprehensive Plan and other City planning efforts.

Discussion:

Process to Develop the Plan

- The development of the Charlottesville Affordable Housing Plan was a year-long effort conducted in four phases: review of existing conditions, existing programs, and previously-completed plans; discussion of community goals and priorities; development of strategies and tools; and the completion of a final plan.
- In the development of strategies and tools, various best practices and comparisons to other jurisdictions were considered. Several references to these items can be found throughout the final Affordable Housing Plan.

Community and Stakeholder Engagement

(Note: more details regarding community engagement are provided in the Community Engagement section of this Memorandum.)

- A **Steering Committee** of local stakeholders representing City-related entities, regional organizations, and community members is providing input throughout the Cville Plans Together planning effort.
- The Cville Plans Together team met periodically with Council, the Planning Commission, the Housing Advisory Committee, and city staff, as well as various community organizations including the Charlottesville Low-Income Housing Coalition, the Charlottesville/Albemarle Affordable Housing Coalition, Habitat for Humanity, and the Legal Aid Justice Center.
- Two **community-wide public engagement** periods provided larger community insight into the planning process. Summaries of activities and input received for both engagement periods are available at <https://cvilleplanstogether.com/document-media-center/>.
 - From **mid-May through June 2020**, Cville Plans Together encouraged the community to actively participate in updating the future vision for the city. The process focused on sharing information about the project, making connections and developing partnerships with community individuals and organizations, and gathering input about priorities for the future. Community input opportunities included a community survey available in Spanish and English, a series of webinars to provide a project overview and answer questions, small group discussions that were held via Zoom and telephone, and a toll-free phoneline.
 - From **November 3 through December 2, 2020**, Cville Plans Together sought community feedback on the draft Affordable Housing Plan as well as draft initial revisions to the Comprehensive Plan. Community input opportunities included four interactive webinars, an online survey in both English and Spanish, drop-in “office hours,” a toll-free phone line, and the opportunity to submit written comments via email and the project website.
- There will be several future public engagement periods related to Cville Plans Together. These will be focused on gathering input related to the larger Comprehensive Plan update and the subsequent zoning rewrite, both of which will include incorporation of relevant Affordable Housing Plan recommendations. There will not be additional community engagement focused on gathering input related to the Affordable Housing Plan document itself.

Alignment with City Council’s Vision and Strategic Plan:

The Affordable Housing Plan supports the City Council Vision to provide “Quality Housing Opportunities for All.” It also contributes to Goal 1 (“An inclusive community of self-sufficient residents”), Objective 1.3, of the Strategic Plan, to increase affordable housing options. The Affordable Housing Plan contains specific Action Steps and Timeframes for implementation. These will be incorporated, as appropriate, into the Comprehensive Plan and other relevant City planning efforts, which can include specific measurable outcomes. For example, in the Comprehensive Plan, the Implementation Chapter is intended to include measurable outcomes for all chapters of the plan.

Community Engagement:

- A **Steering Committee** of local stakeholders representing City, regional organizations, and community members is providing input throughout the Cville Plans Together planning effort. The consulting team held a series of conversations with the Steering Committee to develop the Affordable Housing Plan. The Steering Committee provided feedback in the form of surveys, discussions during meetings, and interviews. This feedback informed the guiding principles, preliminary goals, and recommendations of the Affordable Housing Plan.
- The Cville Plans Together team has also met periodically with Council, the Planning Commission, the Housing Advisory Committee, and city staff, as well as various community organizations including the Charlottesville Low-Income Housing Coalition, the Charlottesville/Albemarle Affordable Housing Coalition, Habitat for Humanity, and the Legal Aid Justice Center.
- Two **community-wide public engagement** periods provided larger community insight into the planning process. These opportunities were shared in a variety of ways, including email notices, press releases, flyering, utility mailings, social media, and more. Summaries of activities and input received for both engagement periods are available at <https://cvilleplanstogether.com/document-media-center/>.
 - From **mid-May through June 2020**, Cville Plans Together encouraged the community to actively participate in updating the future vision for the city. The process focused on sharing information about the project, making connections and developing partnerships with community individuals and organizations, and gathering input about priorities for the future. Community input opportunities included a community survey available in Spanish and English, a series of webinars to provide a project overview and answer questions, small group discussions that were held via Zoom and telephone, and a toll-free phonenumber. The survey asked respondents to identify key issues related to housing affordability in Charlottesville, as well as their ideal outcomes for the Plan. Overall, survey respondents strongly supported centering racial equity and rental affordability in the Affordable Housing Plan. Though Homeownership received less support, it is important to note that renters who responded to the survey strongly supported homeownership as an area of critical concern. The prioritization of housing issues differed drastically by race. These differences are explored further in the Affordable Housing Plan.
 - From **November 3 through December 2, 2020**, Cville Plans Together sought community feedback on the draft Affordable Housing Plan as well as draft initial revisions to the Comprehensive Plan. Community input opportunities included four interactive webinars, an online survey in both English and Spanish, drop-in “office hours,” a toll-free phone line, and the opportunity to submit written comments via email and the project website. There were many types of issues considered by the

community in the review. Comment themes included: general support for the direction of the Affordable Housing Plan, a desire to see more emphasis on homeownership, questions and comments about funding, and concerns about the potential impacts of land use recommendations.

Budgetary Impact:

Summary

A central recommendation of the Affordable Housing Plan is that the City of Charlottesville should provide funding for housing that is transparently and competitively allocated; consistent and predictable; shaped by clear priorities and bold commitments; and regularly monitored and reported.

To this end, the plan recommends that the City dedicate \$10 Million per year to invest in housing affordability over the next ten years. With \$10 Million in average annual spending over ten years, Charlottesville could grow its existing stock of subsidized homes by nearly 70 percent, preserve nearly 40 percent of existing subsidized housing at risk of becoming unaffordable or obsolete, and provide direct assistance annually to up to 2,000 households facing housing instability.

The recommendation suggests the following breakdown for the \$10 Million annual commitment:

- Direct Subsidy: \$7 Million
- Tax Relief: \$2 Million
- Administrative Costs and Capacity Building: \$1 Million

Much of the first five years of direct subsidy has already been allocated through the City's budget processes.

Funding Details

- This proposed figure of \$10M represents total—not additional—spending, and it represents local spending, not including additional funding provided through state or federal sources. While the City Council cannot commit funds on behalf of a future City Council, Charlottesville is being asked to make a policy commitment to affordable housing and develop a funding approach, such that community partners can plan around an approach that future City Councils will reliably adopt. In addition, all programs should continue to seek to leverage as much private financing and additional public funding as possible, relative to Charlottesville's contributions.
- Charlottesville currently funds its housing programs through general fund and capital fund contributions. Charlottesville already uses these and other revenue sources to fund a variety of programs. To sustain a \$10M annual commitment over time, the City will need to evaluate potential new revenue sources as well as its other policy and funding priorities to balance available resources with the City's goals. This evaluation of opportunity and need should consider the near-term fiscal impacts of COVID-19, which has impacted some City revenues and intensified funding needs across a spectrum of priorities.
- The Plan also recommends that the City and regional stakeholders should consider the potential for a regional affordable housing funding agreement to jointly provide funding from Charlottesville, Albemarle County, and potentially other jurisdictions to support

affordable housing development and programming, particularly within the Urban Ring. A regional funding agreement would allow for greater efficiency in housing production, as it would facilitate the streamlining of programs that serve the region, create flexibility to pursue the most cost-effective projects within the region, and reduce administrative overhead.

Allocation Details

- The Plan recommends that the majority of the \$10M should be allocated to direct subsidy. These expenditures include both “capital” subsidies used to build and preserve affordable homes, such as financing for public housing redevelopment and single-family infill development, and “operating” subsidies provided on an ongoing basis, such as emergency rental assistance and property tax relief. This funding includes the City’s current commitments to affordable housing programs including CSRAP and planned new subsidized housing developments. As appropriate, the allocation of these funds should be made through the Charlottesville Affordable Housing Fund (CAHF) with input from the CAHF committee, for which the Plan also provides recommendations related to structural changes.
- The Plan also recommends that as part of the \$10M annual commitment, the City should set aside \$1M in funding each year for administrative costs and capacity building. These funds would pay for the personnel required for a variety of tasks: to run a competitive process to award funds; monitor and evaluate impact; enforce compliance; design and develop new housing policies; provide technical assistance for funding recipients to improve their expertise and effectiveness; and provide training for new board members of the Housing Advisory Committee, especially those who are community representatives and might not work on housing professionally.

Recommendation:

Staff recommends City Council endorsement of the Affordable Housing Plan and the recommendations within.

Alternatives:

Council may decide not to endorse the Affordable Housing Plan or may decide to endorse with changes or additions, both of which may impact the schedule for moving forward to the next steps of completing the Comprehensive Plan update and Zoning Re-write.

Attachments:

The Affordable Housing Plan can be found in this folder:

https://drive.google.com/drive/folders/1_QjRUUtlJ0Qcb9JW-S-KLH4BoJ_wLZ-b

**RESOLUTION
TO ENDORSE AN AFFORDABLE HOUSING PLAN FOR THE CITY**

WHEREAS, the City of Charlottesville engaged the planning firm Rhodeside and Harwell to assist the City as necessary with an update of the City's Comprehensive Plan and to revise the City's zoning ordinance; and

WHEREAS, Rhodeside and Harwell, at the City's request, have studied existing housing conditions in Charlottesville, have reviewed studies and information previously assembled by City staff, conducted community engagement through a steering committee of local stakeholders, and met with the Planning Commission and City Council, all to prepare a robust strategy to promote the development of affordable housing within the City; and

WHEREAS, this City Council is asked to endorse the Affordable Housing Plan strategy presented to Council at its March 1, 2021 regular meeting, so that the strategies and recommendations set forth within the plan can be incorporated into the Comprehensive Plan Update; now therefore,

BE IT RESOLVED that the Charlottesville City Council hereby endorses the Affordable Housing Plan presented at Council's March 1, 2021 regular meeting.

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



Agenda Date:	March 1, 2021
Action Required:	Resolution
Presenter:	Matt Alfele, NDS City Planner/ Thomas Jefferson Planning District Commission, Consultant
Staff Contacts:	Alex Ikefuna, NDS Director, Missy Creasy, NDS Assistant Director, and Matt Alfele, NDS City Planner
Title:	Cherry Avenue Small Area Plan – Comprehensive Plan Amendment

Background:

The City’s 2013 Comprehensive plan calls for identifying specific areas of the city where planning and design issues or investment opportunities may warrant additional study through the development of small area plans. The small area planning process is intended to examine these areas anew and holistically, with the full engagement of the public, elected and appointed officials and planning professionals. The resulting small area plan will provide the basis for future planning, urban design, investment decisions, and possible changes to zoning and the future land use plan. The small area plan will be appended to the Comprehensive Plan and reviewed for possible changes every five years.

The Cherry Avenue Small Area Plan is a policy document for the City of Charlottesville, intended to guide the actions of local decision-makers and City staff. The plan should serve as a to-do list, helping to determine changes to local land use codes, capital investments, development of recurring programs, and adoption of one-time initiatives. The Small Area Plan is also intended to serve as a guide for neighborhood residents, businesses and Fifeville stakeholders. Many of the plan recommendations are neighborhood-driven efforts that will require new partnerships with nonprofits and other community groups.

In 2015, the Fifeville Neighborhood Association assembled a committee to conduct a visioning exercise for the Cherry Avenue corridor. In 2016, Fifeville’s community-driven effort convinced the City’s Planning Commission to invest in a small area planning process for the corridor. In the spring of 2017, Charlottesville’s Neighborhood Development Services (NDS) Department started talks with the Thomas Jefferson Planning District Commission (TJPDC), defining them as the outside agency to develop the plan and manage public engagement with the official kick off to the planning process beginning in the fall of 2017.

The purpose of this plan is to determine what should be done in the future, in order to achieve the stated vision. As it is important to be thoughtful in determining those actions, the Cherry Avenue planning process was inclusive and intentional. The Fifeville Neighborhood Association assembled a Think Tank of residents that helped to engage the community and provide general

input. With the help of those neighbors, the TJPDC held two open house events; convened various focus groups; conducted front porch discussions with Fifeville residents; attended community events with informational displays; and, presented the final product at an open community event. In addition, there were several interviews and discussions with neighborhood residents, stakeholders and businesses.

TJPDC staff collected hundreds of community comments and cataloged each into a searchable database. Many of those comments were consistent with previous planning efforts, dating back to the 1980s. Staff created a narrative of those comments, developing an index of statements and recommendations, found in Chapter 2. Throughout the planning process, staff collected and analyzed data, which resulted in additional recommendations. That research is described in Chapters 3 through 7. Staff also looked to other communities that face similar challenges, to develop a list of best practices, also added to the list of plan recommendations. Through technical and public vetting, the plan finally came into focus with a list of clear actions that will help to bring positive change to the Cherry Avenue corridor and Fifeville Neighborhood.

Adoption of this plan does not mark the completion of the Cherry Avenue process. The community-driven effort, which resulted in the Visioning Report, essentially served as Phase I, with initial outreach and identification of community issues. The Cherry Avenue Small Area Plan functions as a Phase II, with additional outreach, data analysis and recommendations for next steps. Implementation, which will include additional studies and outreach, and progression to funding of capital improvements and programming will be the third phase for achieving the community's vision.

Discussion:

The Planning Commission held a virtual joint Public Hearing with City Council on January 12, 2021 on this matter. During the discussion, the Planning Commission gave a favorable impression of the Small Area Plan, but did have concerns with the following:

1. The document should reflect the need to address affordable housing and prevent displacement.
2. A refinement of the existing conditions analyses to better reflect the existing housing type.
3. A data appendix added to the document.
4. Additional data and data analyses related to renovations and teardowns in the study areas between 2010 and 2020. **Due to staffing changes at the City and the PDC, staff believes this additional analyses can be addressed more robustly after the document is incorporated into the City Comprehensive Plan with additional guidance from City Council and the Neighborhood.*

After the Public Hearing the consultant incorporated the Planning Commission's changes as outlined above, with the exception of #4, and they are reflected in the document before you tonight.

Alignment with City Council's Vision and Strategic Plan:

Approval of this item aligns with the City Council Vision Statements of: A great Place to Live for All of Our Citizens, A Connected Community, A Green City, and Quality Housing Opportunities for All. The Plan also supports several goals and objectives of the Strategic Plan: Goal 3: A Beautiful and Sustainable Natural and Built Environment, Goal 4.2: Attract and cultivate a variety of businesses; and Goal 4.3: Grow and retain viable businesses.

Community Engagement:

In addition to the expansive community engagement the consultant and City did during the planning process (see the Public Input and other Comments Received section of the Public hearing Staff Report), Planning Commission held a Public Hearing on January 12, 2021. Seven

members of the community spoke in support of the document and incorporating it into the City Comprehensive Plan.

Budgetary Impact:

This has no impact on the General Fund.

Recommendation:

The Planning Commission took the following action:

Mr. Solla-Yates moved to approve the attached resolution with amendments to amend the City's 2013 Comprehensive Plan to include the Cherry Avenue Small Area Plan, dated December 2020.

1. Page 67 should be updated to reflect the need to address affordable housing and prevent displacement in rezoning,
2. Correct data analyses of existing conditions on page 60, as well as textual references on page 34, 41, 60. Bring any references up to date as best as possible.
3. Add in data information for renovations and teardown generally between 2010 and 2020.

Mr. Lahendro seconded the motion

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

The motion passed 7 – 0 to recommend to amend the City's 2013 Comprehensive Plan to include the Cherry Avenue Small Area Plan dated December 2020 with amendments.

Alternatives:

The City Council has the following alternative actions:

1. by motion, vote to approve the attached resolution;
2. by motion, request changes to the attached resolution, and then approve it in accordance with the amended resolution;
3. by motion, defer action, or
4. by motion, deny the proposed Comprehensive Plan Amendment.

Attachments:

1. Proposed City Council Resolution
2. Certified Planning Commission Resolution
3. Link to Planning Commission/Council Public Hearing Documents:
<https://charlottesvilleva.civicclerk.com/Web/Player.aspx?id=413&key=-1&mod=-1&mk=-1&nov=0>
4. Direct Link to the Project Website: <https://tjpd.org/reports-archive/cherry-avenue-small-area-plan/>

**RESOLUTION
TO APPROVE AN AMENDMENT OF THE COMPREHENSIVE PLAN FOR THE CITY
OF CHARLOTTESVILLE (2013) TO INCLUDE THE CHERRY AVENUE SMALL
AREA PLAN**

WHEREAS, on January 12, 2021, after notice was given as required by law, the Charlottesville Planning Commission and Charlottesville City Council conducted a joint public hearing on a proposed amendment to the 2013 Comprehensive Plan for the City of Charlottesville (“Comprehensive Plan”), to include the contents of the proposed Cherry Avenue Small Area Plan; and

WHEREAS, on January 12, 2021, the Planning Commission adopted a resolution recommending approval by the City Council of the Comprehensive Plan Amendment, and certifying a copy of the Comprehensive Plan Amendment to Council for its consideration; now, therefore,

BE IT RESOLVED that the Charlottesville City Council hereby approves and adopts the Cherry Avenue Small Area Plan certified to this Council by the Charlottesville Planning Commission (February 2021) as an amendment to the City’s Comprehensive Plan.

**RESOLUTION
OF THE CHARLOTTESVILLE PLANNING COMMISSION
RECOMMENDING ADOPTION OF THE CHERRY AVENUE SMALL
AREA PLAN**

WHEREAS, on January 12, 2021 this Planning Commission and City Council jointly held a public hearing on the Cherry Avenue Small Area Plan proposed as an amendment of the City's Comprehensive Plan, after notice given as required by law,

NOW THEREFORE, BE IT RESOLVED that this Planning Commission hereby recommends to the City Council that it should approve the Cherry Avenue Small Area Plan dated December 2020 as an amendment to the City's Comprehensive Plan. A copy of the Cherry Avenue Small Area Plan recommended by the Commission is attached to this Resolution and is hereby certified to the City Council for its consideration in accordance with City Code Section 34-27 (b).

Adopted by the Charlottesville Planning Commission, the 12th day of January 2021.

Attest: 

Secretary, Charlottesville Planning Commission

Attachment: Cherry Avenue Small Area Plan (**Link:**

<https://tjpd.org/reports-archive/cherry-avenue-small-area-plan/>

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	March 1, 2021
Action Required:	Resolutions
Presenter:	City Council (Councilor Hill, liaison to Historic Resources Committee)
Staff Contacts:	Jeff Werner, Historic Preservation & Design Planner Alex Ikefuna, NDS Director
Title:	Honorary Street Designations Policy and Consideration of Requests

Background:

On September 21, 2020, City Council passed a motion to request from the Historic Resources Committee (HRC) a review of and recommendations on the policy and process for the Honorary Street Designation program and input on the applications submitted for consideration.

The mission of the HRC is to advocate for historic preservation; to promote an appreciation of local historic resources, both tangible and intangible; and to encourage and coordinate, with appropriate municipal agencies, civic organizations, institutions and individual scholars, the documentation and interpretation of local history.

On February 16, 2021, City Council heard a follow-up presentation from the HRC.

Discussion:

See agenda memo from February 16, 2021 (attached). By motion Council approved the following honorary street designations on February 16, 2021:

1. 4th Street N.W. (between West Main Street and Preston Avenue) shall be given the honorary name "Black History Pathway", and
2. 10th Street N.W. (between Preston Avenue and Henry Avenue) shall be given the honorary name "Byers-Snookie Way".

Council will consider additional honorary street designations and discuss policy.

Attachments:

Resolution
February 16, 2021 agenda memo and supporting documents.

**RESOLUTION
TO APPROVE HONORARY STREET NAME DESIGNATIONS**

WHEREAS, City Council adopted a policy to establish procedures by which requests may be submitted and considered for approval of honorary street name designations; and

WHEREAS, the Charlottesville City Code Section 28-4 reserves to City Council the authority to modify the names of City streets;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia **THAT**:

1. 10th Street N.W. (between West Street and Grady Avenue) shall be given the honorary name “Henry Martin Way”, and
2. 3rd Street N.E. (between East High Street and East Main Street) shall temporarily be given the honorary name “Gregory Swanson Way” until such time as the Commonwealth of Virginia can mark the location of this historically significant court case with a permanent state marker.

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	February 16, 2021
Action Required:	Information only. No action is required.
Presenter:	Jeff Werner, Historic Preservation & Design Planner Rachel Lloyd, chair, Historic Resources Committee
Staff Contacts:	Jeff Werner, Historic Preservation & Design Planner Alex Ikefuna, NDS Director
Title:	Historic Resources Committee review of Honorary Street

Background:

On September 21, 2020, City Council passed a motion to request from the Historic Resources Committee (HRC) a review of and recommendations on the policy and process for the Honorary Street Designation program and input on the applications submitted for consideration.

The mission of the HRC is to advocate for historic preservation; to promote an appreciation of local historic resources, both tangible and intangible; and to encourage and coordinate, with appropriate municipal agencies, civic organizations, institutions and individual scholars, the documentation and interpretation of local history.

Discussion:

The HRC discussed this matter during its regular meetings on October 9, 2020, November 13, 2020, and December 11, 2020. The attached letter summarizes the committee's comments and recommendations, as requested by Council.

Additionally, subsequent to the HRC's review, the City's Department of Public Works (PW), who manages this program, has suggested modification to the size and placement of the honorary signs. In lieu of multiple signs attached to already crowded poles, install honorary signs separately and place one at each end of the designated street segment. This would allow signs to be appropriately sized and installed for the location and placed in a manner that, for navigation and 911 purposes, mitigated confusion related to street names.

For example, the image on the left is the City’s current practice. The image on the right is illustrative only of a single sign, installed separately from other signage.



This is conceptual only and the HRC has not reviewed or commented on the suggestion; however, staff felt it would be helpful to include it here and incorporate it into Council’s discussion.

Alignment with City Council’s Vision and Strategic Plan:

From the City’s Comprehensive Plan, *Historic Preservation & Urban Design*.

Education Programming. Goal 2.3: Continue to interpret historic resources to the community through markers, publications, events and other means. Strive to include the narratives and resources of under-represented groups and areas significant in our local history. Coordinate this interpretation of historic resources with City improvement projects and other city initiatives.

From the City Council Vision Statement.

Our community has world-class performing, visual, and literary arts reflective of the unique character, culture, and diversity of Charlottesville. Charlottesville cherishes and builds programming around the evolving research and interpretation of our historic heritage and resources. Through City partnerships and promotion of festivals, venues, and events, all have an opportunity to be a part of this thriving arts, cultural, and entertainment scene.

From the City’s Strategic Plan.

Goal 3.5 Protect historic and cultural resources. The historic and cultural resources in the city are economic development and tourism assets. They also represent a testament to the community’s past. The preservation of these resources is critical to protect the character of the city. The strategies and policies to preserve and sustain these resources include education, urban design, resource inventory, neighborhood conservation, resource protection, entrance corridor and other regulatory review, and technical assistance to property owners.

Community Engagement:

The HRC is a diverse group representing a broad spectrum of the community. Regarding the current requests for Honorary Streets, the HRC received comments from the public at its

meetings and via email. (See the attached notes.)

Budgetary Impact:

The program is funded through the Public Works maintenance fund. Should Council consider revisions to the policy and/or program, staff will coordinate with PW to evaluate—and advise on--any related cost impacts.

Recommendation:

Council should discuss the committee’s recommendations. If needed, Council may request additional input and/or clarification from the HRC.

Alternatives:

N/A

Attachments:

- HRC letter to Council dated December 16, 2020, with additional notes dated February 2, 2021.
- HRC meeting notes (excerpts related to this discussion) from October 9, 2020, November 13, 2020, and December 11, 2020.
- Location exhibits for streets.



610 East Market Street, Charlottesville, Virginia 22902

December 16, 2020

Ms. Nikuyah Walker, Mayor
City of Charlottesville
610 East Market Street
Charlottesville, Virginia 22902

RE: Honorary Street Designations, Policy and Applications

Dear Mayor Walker:

City Council voted at its September 21 meeting to refer the Honorary Street Designation process to the Historic Resources Committee for further review. Council directed the Historic Resources Committee to review both the policy and the remaining applications. This task is consistent with the committee's purpose: to promote an appreciation and interpretation of local historic resources, both tangible and intangible.

The Historic Resources Committee undertook the review process during its November 13 and December 11 meetings. The following attached notes provide the results of the review process and the related supporting background material.

1. Policy review recommendations
2. Application review recommendations
3. Other related recommendations
4. Links to meeting records

Representatives of the Historic Resources Commission are available to City Council to provide additional clarification if desired. If you have any questions, please contact me at (434) 284-0136 or rwelloyd@gmail.com.

Sincerely yours,

Rachel Lloyd
Chair

Attachment 1 / Policy Review Recommendations

The Historic Resources Committee advises City Council to consider the following updates for the Honorary Street Names policy:

In general

The Historic Resources Committee recommends that City Council retain broad purview in the review and approval process for honorary street naming.

In addition

1. Encourage nominations for a wide range of street name honorees, ideally associated with specific local historic resources on or near the street chosen for honorary naming
2. Provide options for temporary (perhaps 1-5 years) or permanent honorary street names, as specified by the applicant
3. Provide a flexible approach to the named street segment length—to be requested by the applicant but biased somewhat towards shorter street segments (for example: one block rather than a long multi-block street)
4. Create a mechanism to encourage greater geographical distribution of the honorary street names
5. Encourage applicants to consult with the nominee's family members/descendants before applying
6. Request 2-3 letters of support for each nomination; supporting letters may be from residents of the street or other interested parties
7. Consider limiting the honorary street names to numbered streets
8. Consider limiting the number of designees per application cycle, perhaps every two years
9. Provide information about the signs so applicants understand their technical design constraints and future appearance (for example, they will be the standard brown street sign with a limited number of text characters)
10. Improve the application to make it easier to fill out, substituting a set of simple short questions for the longer nomination essay
11. Do not require an application fee
12. Consider undertaking an annual review of honorary street names

Attachment 2 / Application Review Recommendations

The Historic Resources Committee reviewed the applications based on the information provided in each document; their conformance to the intent of the policy and the application requirements; and further guidance described in the preceding attachment.

The Historic Resources Committee recommends City Council approve the following naming requests:

1. **Black History Pathway** on 4th Street NW between West Main Street and Preston Avenue
2. **Henry Martin Way** on 10th Street NW between West Street and Grady Avenue
3. **Gregory Swanson Way** on 3rd Street NE between East High Street and East Main Street (please note: the Historic Resources Committee suggests that this designation be temporary until such time as the state can mark the location of this historically significant court case with a permanent state marker; please see *Attachment 3* for additional information)
4. **Via Poggio a Caiano** (please note: the Historic Resources Committee suggests that the applicant/city identify a different street for the honorary name than the ones listed in the application, perhaps closer to the streets named for other sister cities)
5. **Byers Snookie Way** on 10th Street NW between Preston Avenue and Henry Avenue

Applications for the following were not recommended for approval:

- The proposed *Vinegar Hill Way* conflicted with the proposed location of Black History Way, which had significant community support
- The proposed *Tony Bennett Way* and *Tony Bennett Drive* were not recommended due to the previous substantial national and community recognition of the individual and the committee's understanding that at least one of the streets noted for honorary naming is only partially located within the city limits
- The proposed honorary names for *Wilfred Franklin "88 Keys" Wilson, Jr.* and *Theodore Gilbert*, both musicians, were not recommended because no streets were identified in the applications and because the committee suggests that places associated with music, such as school music rooms or auditoriums, may be more appropriate locations for honoring these individuals
- The proposed *Waneeshee Way* (for indigenous people) was not recommended due to the apparent lack of engagement with the Monacan Nation and due to the apparent discrepancy between the language of the proposed term and the local language traditionally and historically spoken by Monacan people

Attachment 3 / Other Related Recommendations

The Historic Resources Committee advises City Council to consider the following additional policies or actions related to honorary naming, in support of the guidance provided by the Blue Ribbon Commission on Race, Memorials, and Public Spaces regarding place names:

1. Create a special naming commission (permanent or ad hoc), composed of representatives from related committees such as the Human Rights Commission, the Historic Resources Committee, and others as appropriate
2. Provide additional interpretation for honorees on a website or in other material to retain a public record of their historical significance and achievement
3. Identify other naming opportunities associated with a wide range of themes and places: music rooms, libraries, gyms, auditoriums, athletic fields, playgrounds, and others
4. Consider pursuing state historic designation for the location of Gregory Swanson's 1950 civil rights case in the United States District Court in Charlottesville against the UVA Board of Visitors
5. Consider consulting with the Monacan Nation as appropriate for naming opportunities related to indigenous culture, history, and related topics

Attachment 4 / Links to meeting records

November 13

Link to Committee Packet

<https://charlottesvilleva.civicclerk.com/Web/Player.aspx?id=873&key=-1&mod=-1&mk=-1&nov=0>

December 11

Link to Committee Packet

<https://charlottesvilleva.civicclerk.com/Web/UserControls/DocPreview.aspx?p=1&aoid=831>

Link to meeting videos

<https://boxcast.tv/channel/arevwckqrofmm9t57myy>

HRC member Jordy Yager offers the following commentary on the Henry Martin honorary street name application:

- *The historic naming proposal was for a residential street, and the applicant, who does not live in the neighborhood, had shown no signs of communicating with residents of 10th & Page.*
- *The historic naming proposal was for a street in a predominantly Black neighborhood that is currently undergoing a massive white-led gentrification and displacement process, and the applicant had secured only the endorsement of Preservation Piedmont, a white-led non-profit organization that, again, had shown no signs of communicating with Black 10th & Page residents about the naming proposal.*
- *Neither the applicant nor the endorsing party had shown any signs of trying to communicate with Mr. Martin's descendants.*

HRC member Phil Varner offers the following commentary on the Henry Martin honorary street name application:

In my opinion, the process by which historic memorializations happen is more important than the outcomes. To my knowledge, not a single person or group with significant ties to the 10th and Page neighborhood has come out in support of this proposal, even after numerous times before Council. This points to a fundamental flaw in the way this proposal was initiated and the apparent lack of support.

I assume Ms. Craig has good intentions with wanting to memorialize Henry Martin. However, I find it problematic that a white woman who is not a City resident and does not have a specific connection to 10th and Page neighborhood (and even more so because it is a historically Black neighborhood) would initiate a process to honorarily name a street there. While this might have good intentions, the process does the opposite, by having yet another instance of something being imposed upon a minoritized community, without that community either initiating it or being the most integral part of it. Additionally, Preservation Piedmont, which does little work in 10th and Page, has formally supported this without getting input and support from residents of the neighborhood or Mr. Martin's descendants who live in the area.

Because of these factors, I believe this proposal should not go forward now, until significant community engagement can be done.

Historic Resources Committee meeting notes from October 9, 2020, November 13, 2020, and December 11, 2020. Excerpts related to discussion of the City Honorary Streets Designation program.

October 9, 2020

1. Call to order

11:00 AM: Genevieve Keller calls the meeting to order. Both returning and new committee members introduce themselves.

Keller opens the floor up for public comment:

Jim Hingeley, Commonwealth Attorney for Albemarle County, speaks in support of application for honorary name designation of 3rd Street NE for Gregory Swanson.

Kristin Szakos also speaks in support of application for honorary name designation to recognize Gregory Swanson.

3. Resuming committee activities

Regarding honorary street names:

Varner points out that not all street name proposals are related to historic resources. He raises the question of the policy HRC revise will limit itself just to historic-related names or all proposed names.

Duncan reviews the research she had done on other cities policies and circulated to committee.

Keller suggests that conversation about names should encompass other venues, like parks, rooms, schools. Smith points out that color of honorary street name signs is used elsewhere ± might be confusing.

Varner recommends that Sister Cities and Tony Bennett street name proposals be sent back to Council.

6. Wrap up and review items for next meeting agenda

Committee further discusses honorary street naming policy and agrees to work on revising the policy at the following meeting.

November 13, 2020

Honorary Street Names Policy Work Session

Committee discusses existing street name policy and different ways the process might be amended. Committee develops following list of proposed recommendations for process:

- a) honorary names may either be temporary (5 years?) or permanent, as specified by applicant in the applicants' proposal
- b) there should be an annual review of existing street names
- c) the city should encourage a wide range of honorees, ideally associated with specific local resources
- d) improve the application to make it easier to fill out, substituting a set of simple short questions for the longer nomination essay

- e) create some supporting interpretation for the honorees in a website or other material to retain a record of their achievements/significance
- f) have a flexible approach to the named street segment length, to be requested by the applicant but biased somewhat towards shorter street segments—for example: a block rather than a full multi-block street
- g) signs will be the standard historic brown sign
- h) no application fee required
- i) consider limiting the number of designees per application cycle, perhaps every two years

Yager proposes forming a new 12-person naming committee, to be comprised of 3 members from our HRC, 3 members of the Human Rights Commission, 3 members of the public, and 3 of city staff/council/etc.

Hill clarifies that Council was interested in hearing HRC’s perspectives on street names applications presented, in addition to recommendations on policy.

Keller speaks in support of reviewing received applications and making recommendations for approval to Council.

Committee reaches consensus to review submitted applications at December HRC meeting.

December 11, 2020

1. Call to order:

Lloyd opens the floor up for public comment:

James Hingeley speaks in support of Gregory Swanson Way designation.

4. Continuation of Honorary Street Names Policy Work Session:

Committee resumes street names policy review from November meeting.

Varner suggests additional street names policy recommendation that Council shouldn’t be limited by a specific set of criteria, and should be free to designate street names even if they don’t fit a person or event criterion exactly.

Genevieve Keller acknowledges limitations in terms of numbers of characters on street signs. Keller asks that numbered streets be preferenced for naming.

Jordy Yager clarifies naming committee proposal, which would mainly be tasked with honorary street names.

Clay proposes a mechanism on the number of street names in specific parts of town.

Keller recommends that review of applications be biannual, and that the City consider other naming opportunities beyond streets.

Committee moves on to review received applications. After discussion, the HRC determined the following recommendations to be sent to Council:

The Historic Resources Committee recommends City Council approve the following naming requests:

- *Black History Pathway* on 4th Street NW between West Main Street and Preston Avenue.
- *Henry Martin Way* on 10th Street NW between West Street and Grady Avenue.
- *Gregory Swanson Way* on 3rd Street NE between East High Street and East Main Street. (Please note: the Historic Resources Committee suggests that this designation be temporary until such time as the state can mark the location of this historically significant court case with a permanent state marker.)
- *Via Poggio a Caiano*. (Please note: the Historic Resources Committee suggests that the applicant/city identify a different street for the honorary name than the ones listed in the application, perhaps closer to the streets named for other sister cities.)
- *Byers Snookie Way* on 10th Street NW between Preston Avenue and Henry Avenue.

Applications for the following were not recommended for approval:

- The proposed *Vinegar Hill Way* conflicted with the proposed location of *Black History Way*, which had significant community support.
- The proposed *Tony Bennet Way* and *Tony Bennett Drive* were not recommended due to the previous substantial national and community recognition of the individual and the committee's understanding that at least one of the streets noted for honorary naming is only partially located within the city limits.
- The proposed honorary names for Wilfred Franklin "88 Keys" Wilson, Jr. and Theodore Gilbert, both musicians, were not recommended because no streets were identified in the applications and because the committee suggests that places associated with music, such as school music rooms or auditoriums, may be more appropriate locations for honoring these individuals.
- The proposed *Waneeshee Way* (for indigenous people) was not recommended due to the apparent lack of engagement with the Monacan Nation and due to the apparent discrepancy between the language of the proposed term and the local language traditionally and historically spoken by Monacan people.

Emails received by HRC staff


Preservation Piedmont expressed support for honoring *Henry Martin Way*.

Edwina St. James and Melanie Miller expressed concern that any naming of 2nd St. NE between East High and East Main not eliminate the section honoring Preston Coiner.

Charles Alexander expressed support for *Black History Pathway*.

David Norris and Evans Hopkins (of Richmond) expressed support for *Gregory Swanson Way*.

Legend

 City Limits



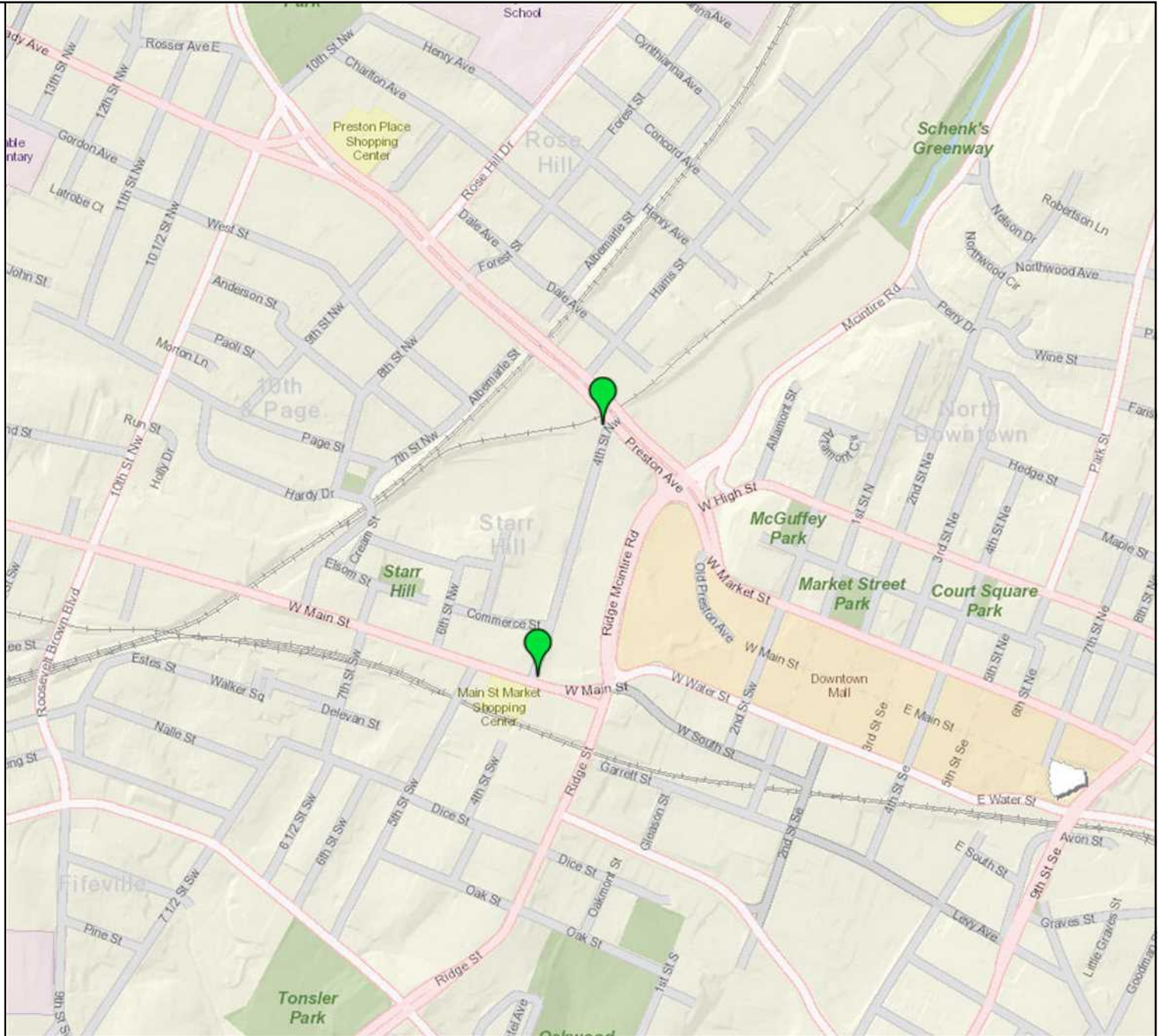
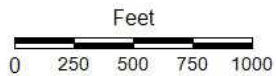
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Title: Honorary Street - Black History Pathway

Date: 2/4/2021

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Legend

 City Limits



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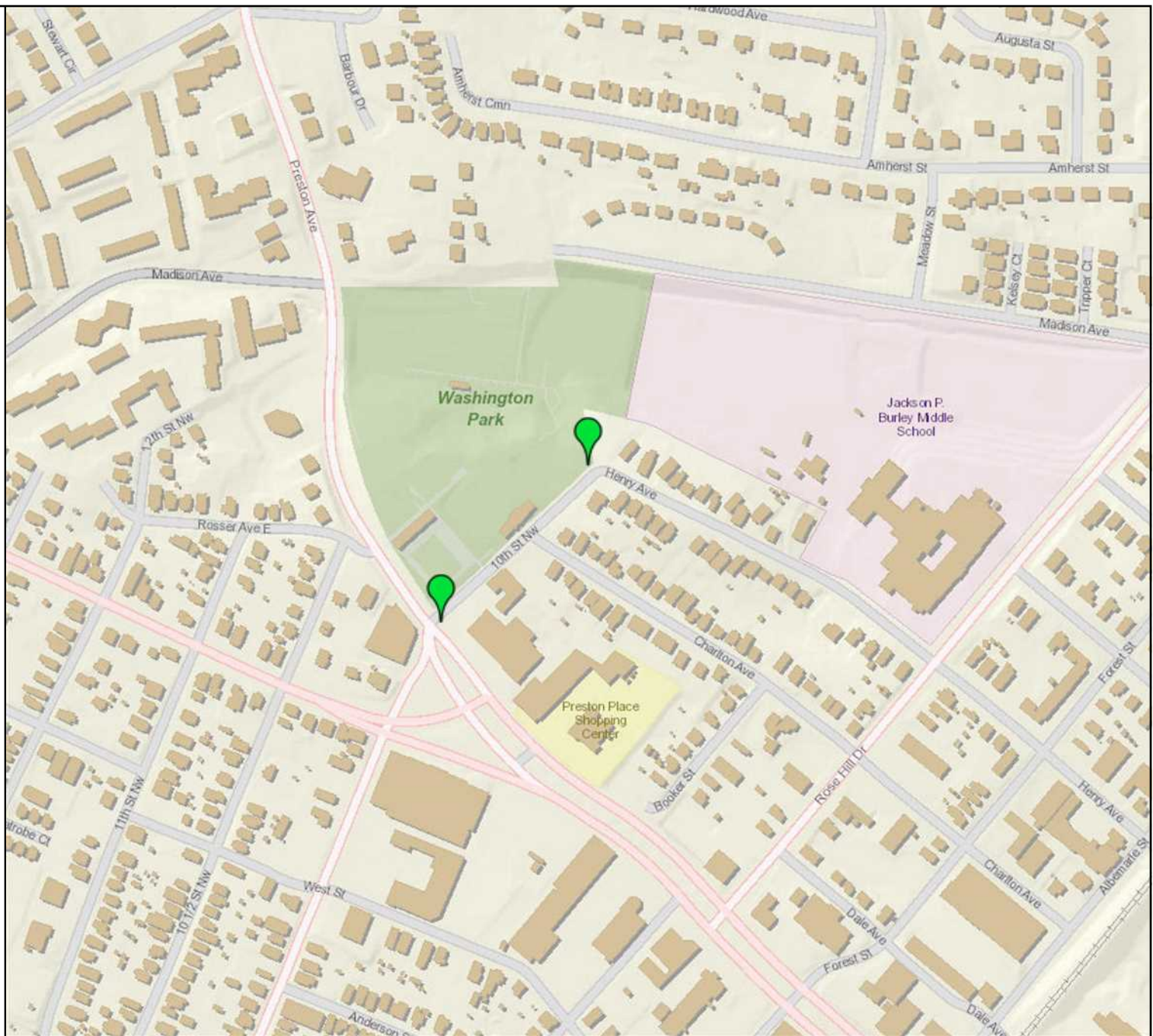
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Feet




Title: Honorary Street - Byers Snookie Way

Date: 2/8/2021

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Legend

 City Limits



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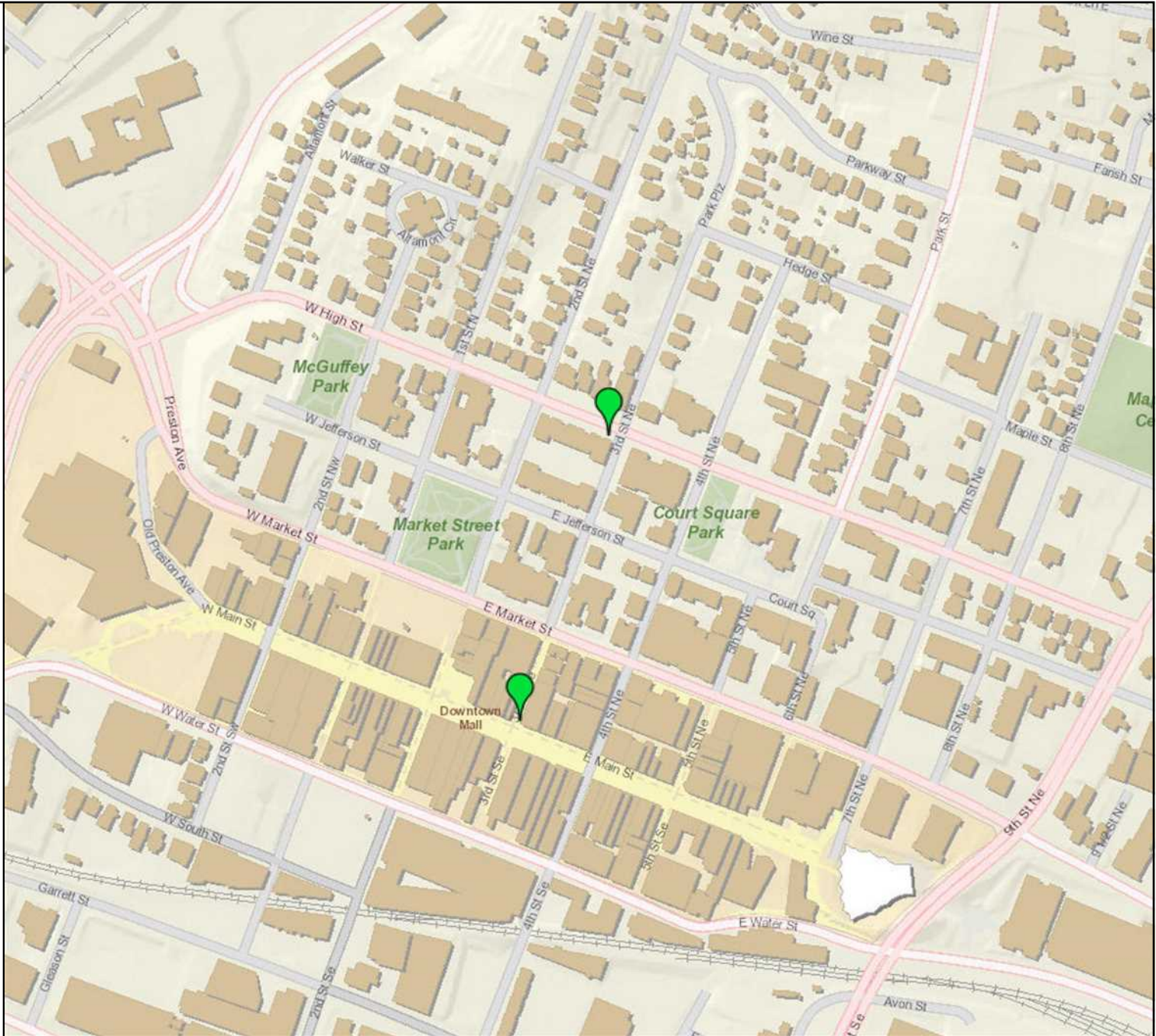
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eqputckpu0



Feet



Title: Honorary Street - Gregory Swanson Way

Date: 2/4/2021

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Legend

 City Limits



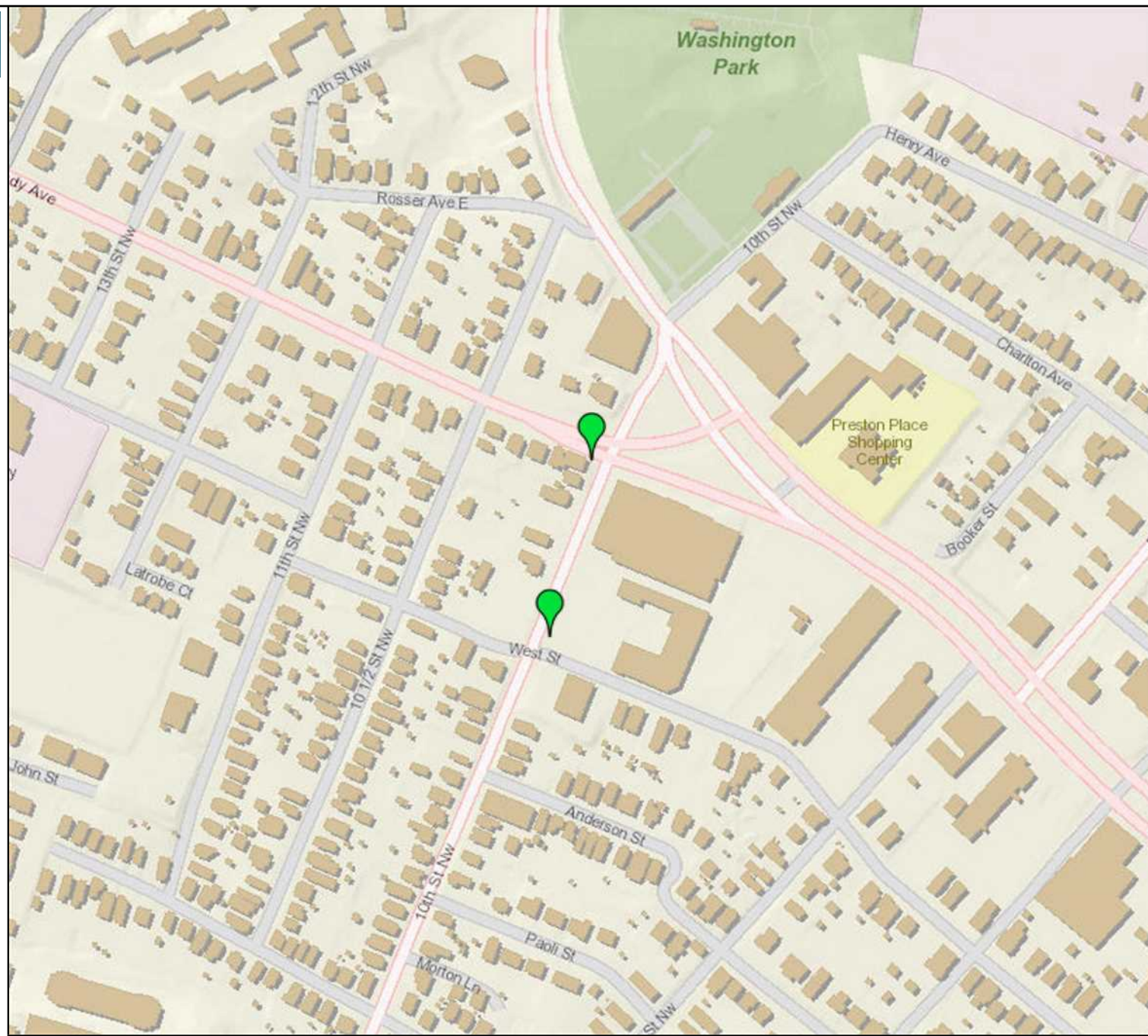
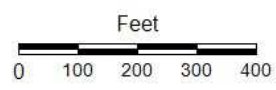
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Title: Honorary Street - Henry Martin Way

Date: 2/4/2021

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**City Manager Presentation
of the FY2022 Charlottesville City Operating and
Capital Improvement Budget**

The Budget document can be found online at:

[https://www.charlottesville.gov/DocumentCenter/View/5135/
FY-2022-Proposed-Budget-PDF?bidId=](https://www.charlottesville.gov/DocumentCenter/View/5135/FY-2022-Proposed-Budget-PDF?bidId=)

FY 2021 – 2022 Budget Development

City Council Meeting - March 1, 2021



Agenda

- Accomplishments
- Priorities
- Budget Changes for FY 2022 from FY 2021
- Revenue Outlook
- Summary



Niche Ratings 2021

Virginia



Most Diverse School Districts in Virginia
#2 of 132



Best Places to Teach in Virginia
#5 of 132



Best School Districts in Virginia
#7 of 131



Districts with the Best Teachers in Virginia
#9 of 132

National



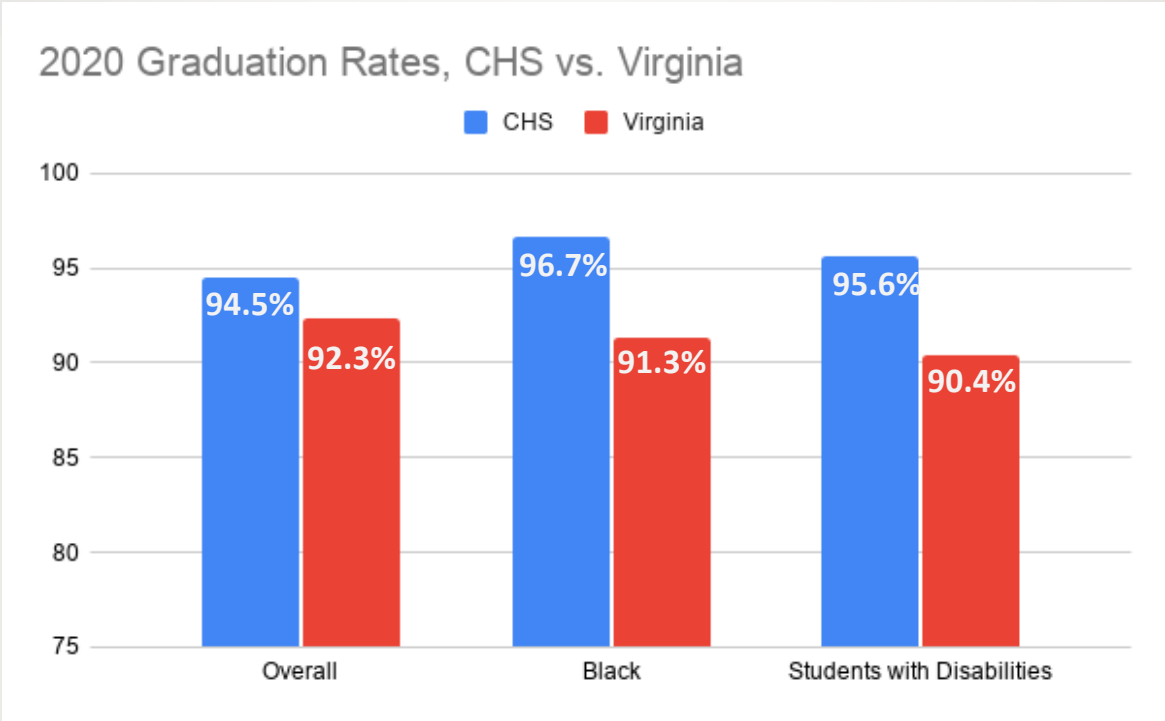
Most Diverse School Districts in America
#18 of 11,822



**Photos taken before COVID-19 School Closure*

CCS Results – Graduation Rates

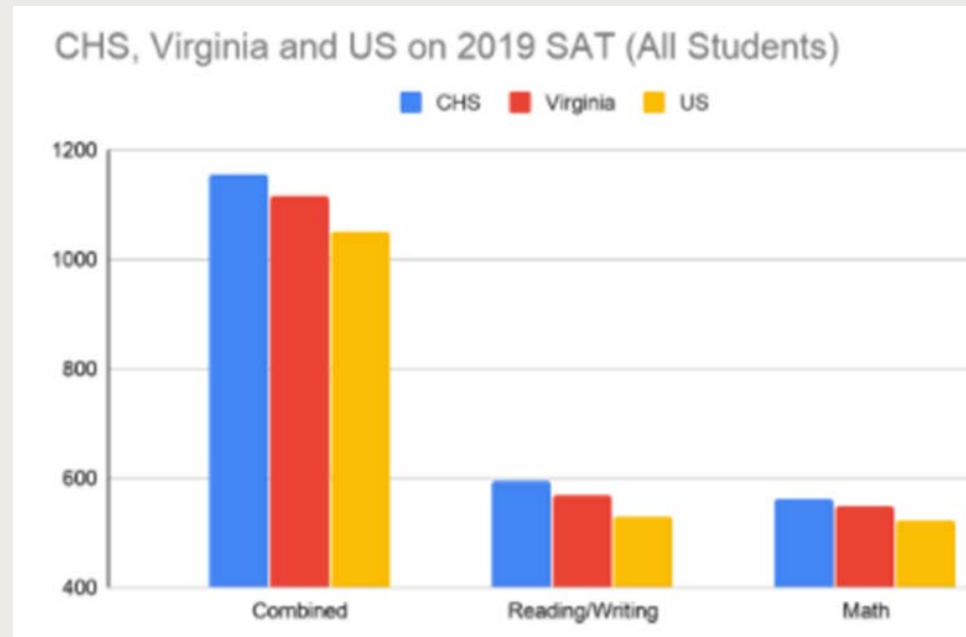
CCS tops the State’s 2020 averages overall and in several categories, including black students and students with disabilities. CHS 2020 drop-out rate stayed low at 2.6 percent, compared to the State average of 5.1 percent.



CCS Results – SAT Scores

- **SAT Scores Continue to Surpass State & National Averages**

- For the combined score, CHS students' average rose from 2019 to 1156, which surpassed the state by 40 points and the nation by 105 points. In reading/writing, CHS's average of 595 surpassed the state by 28 and the nation by 67. In math, CHS's average of 561 surpassed Virginia by 12 and the US by 38.



Meeting Essential Needs

- 231,786 meals served since March using a combination of bus routes & fixed locations (average of 6,439/week)
- Two Response to Essential Needs (REN) events distributed 7000+ hygiene products, 500+ coats and hundreds of books, food bags & resources info to families

THANK YOU to our REN & Meal Partners This Year!



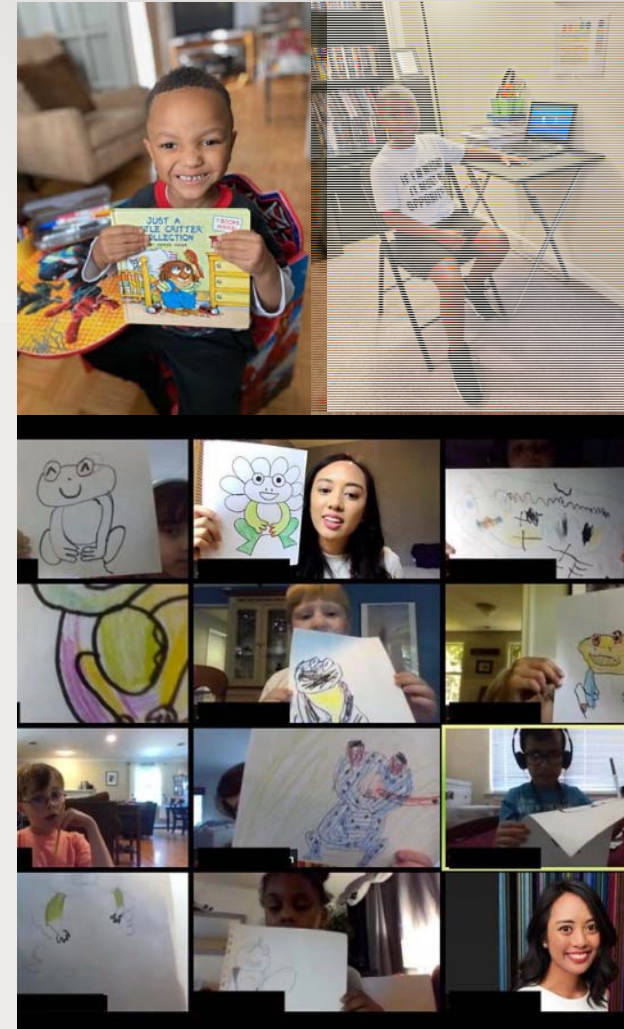
Virtual Learning Shift

- **Providing Access**

- Deployed ~4,000 Chromebooks to students
- Providing internet access to 300+ families for online learning
- 99.9% of student families have access
 - **CCS is not aware of any CCS family without access**

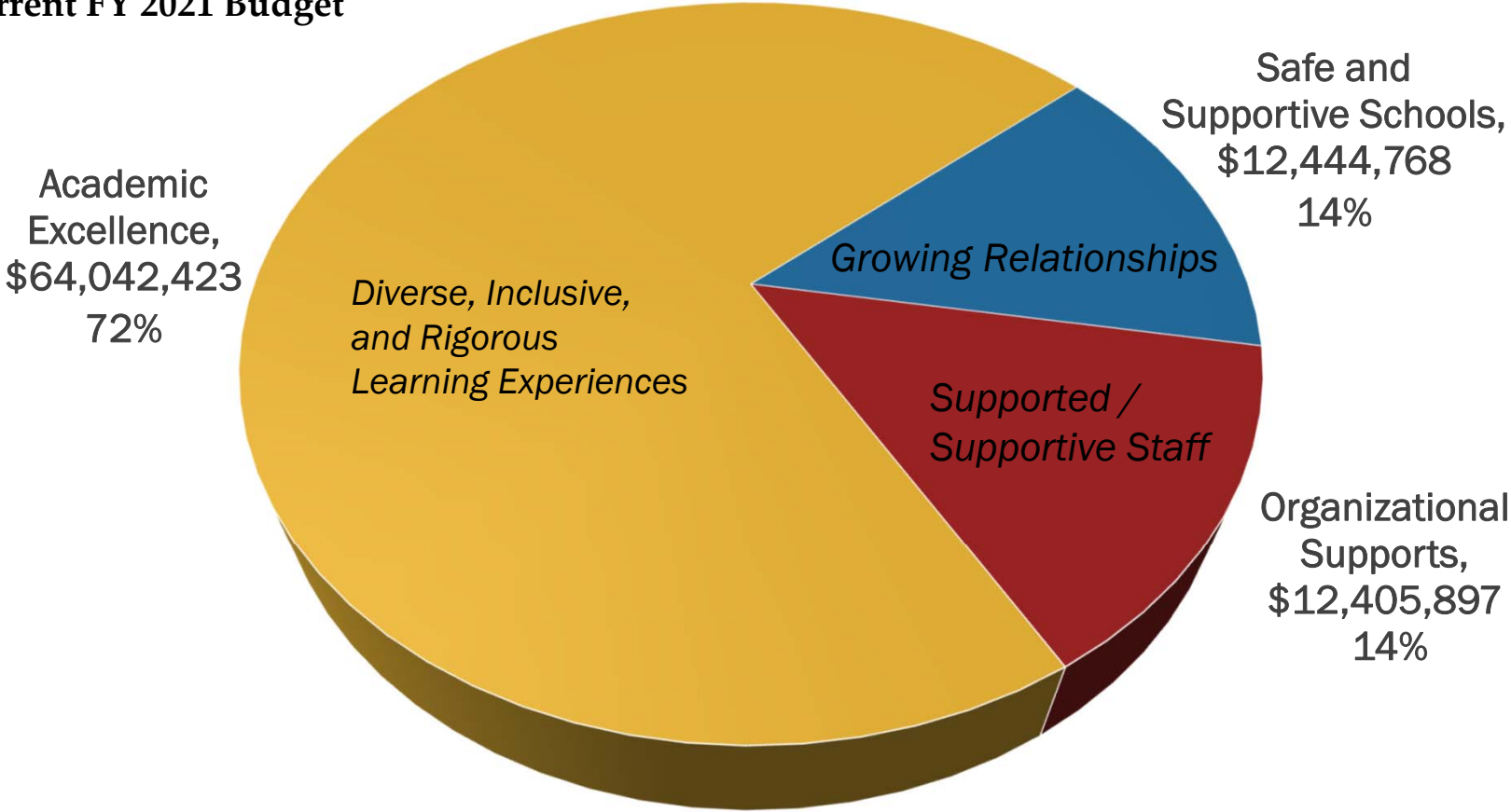
- **Using New Tools**

- Remind app has delivered over 1 million messages to students & families
- Thousands of students using Zoom & Google Meet daily
- IXL Math for Walker, Buford and Algebra 1 at CHS
- Newsela (Literacy) grades 5-12
- Creative Curriculum PreK
- Lexia for foundational literacy skills



Current Budget Alignment to Equity & The Strategic Plan

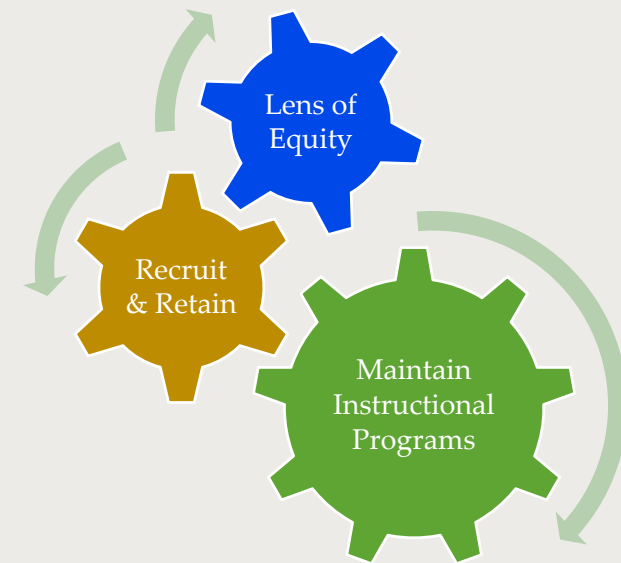
Current FY 2021 Budget



Our Mission: Every Learner. Every Day. Everyone.

Priorities for FY22 Budget Development

- Recruit and retain highly qualified teachers and staff
- Maintain the continuity of high quality instructional programs
- Apply a lens of equity in all funding considerations to provide educational opportunities for all students



Governor Recommends 5% Salary Action for Teachers

- The Conference Budget adopted the 5% increase
- Salary Action of 5% is necessary to be eligible for associated State funding (assuming Conference Budget is adopted)
- Net increase in State funding will be known when final “calc tool” is released from the VDOE Budget Office
- Additional State funding will reduce dependency on CARES funding



Changes for FY 2022 from FY 2021 Budget

FY 2022
Budget

Strategic Plan	SALARY ACTIONS	AMOUNT	FTE
OS7	Teachers one step plus 3.75% - average increase 5%	1,901,268	
OS7	Support Staff one step plus 1% - average increase 5%	321,041	
OS7	Administrative Staff one step plus 3.75% - average increase 5%	545,393	
AE-3, OS-7	Nurse Pay Scale: Alignment with Regional Market	177,537	
OS-7, SS-5,6	Head Custodian Pay Scale: Adjustment	49,963	
	<i>Total Salary Actions</i>	2,995,202	
NON-DISCRETIONARY CONTRACTS			
	Insurance: General Liability/Property	10,000	
	Insurance: Workers Compensation	10,000	
	City Contract: Pupil Transportation	140,265	
	City Contract: Maintenance	226,404	
	<i>Total Non-Discretionary</i>	386,669	

Updated for 5% Salary Action



Changes for FY 2022 from FY 2021 Budget

SCHOOL-BASED PROGRAM SUPPORTS & IMPROVEMENTS			
AE-1, AE-3, SS-4	Internet Access for Students: Remote Learning	91,200	
AE-1, AE-3, SS-4	Zoom: Remote Learning Instruction Tool	25,000	
AE-1, AE-3, SS-4	Remind: Communication Tool Platform	13,772	
AE-1, AE-3, OS	Newsela: Literacy Content Platform Grades 7-12	17,900	
AE-3, OS-9, SS-4	Social Workers: PreK- 4 & LMA	542,399	6.5
AE-3, OS7	Instructional Assistants: 2nd Grade	234,528	6.0
AE-3, OS-7, 8, S	Assistant Principal: CHS	106,663	1.0
AE-1, AE-3, OS	Reading Specialist: Greenbrier	83,446	1.0
AE-3, SS-4	Teacher: STAR(Structured Teaching Autism Resource) Buford & Walker	166,892	2.0
AE-2, AE-3	Math Specialist: CHS	83,446	1.0
AE-1, AE-3	Teacher: Fine Arts Buford	83,446	1.0
AE-1, AE-3, OS	Teacher: Virginia State University Students Training to be Teachers and Reaching Success CHS	35,889	0.5
AE-3, OS-7, 8, S	Literacy Specialist: LMA	35,889	0.5
AE-3, OS-7,8, S	Lead Teacher Stipend: Grade Levels K- 6	57,000	38.0
AE-3, OS-7,8, S	Lead Teacher Stipends: PreK	9,000	6.0
AE-3, OS-7,8, S	Lead Teacher Stipends: ESL	7,500	5.0
AE-3, OS-7,8, S	Lead Teacher Stipends: Special Education	10,500	7.0
AE-3, OS-7, 8	Math Specialist: Additional 10 Contract Days	31,000	7.0
AE-3, OS-7, 8	Reading Specialist: Additional 10 Contract Days	39,544	7.0
AE-1, AE-3	Content Squads: Stipend	56,000	40.0
AE-3, OS7	Substitute: Teacher Honorarium	25,000	
AE-1, AE-3, SS-4	Books: K-12 Bookrooms	60,000	
AE-1, AE-3	Materials & Supplies: K-12 Science	6,000	
AE-1, AE-3, SS-4	Musical Instruments: Maintenance & Repair	20,000	
SS-5, 6	Athletic Trainer Services: Contract Increase	12,105	
<i>Total School-Based Program Supports & Improvements</i>		1,854,119	

Changes for FY 2022 from FY 2021 Budget

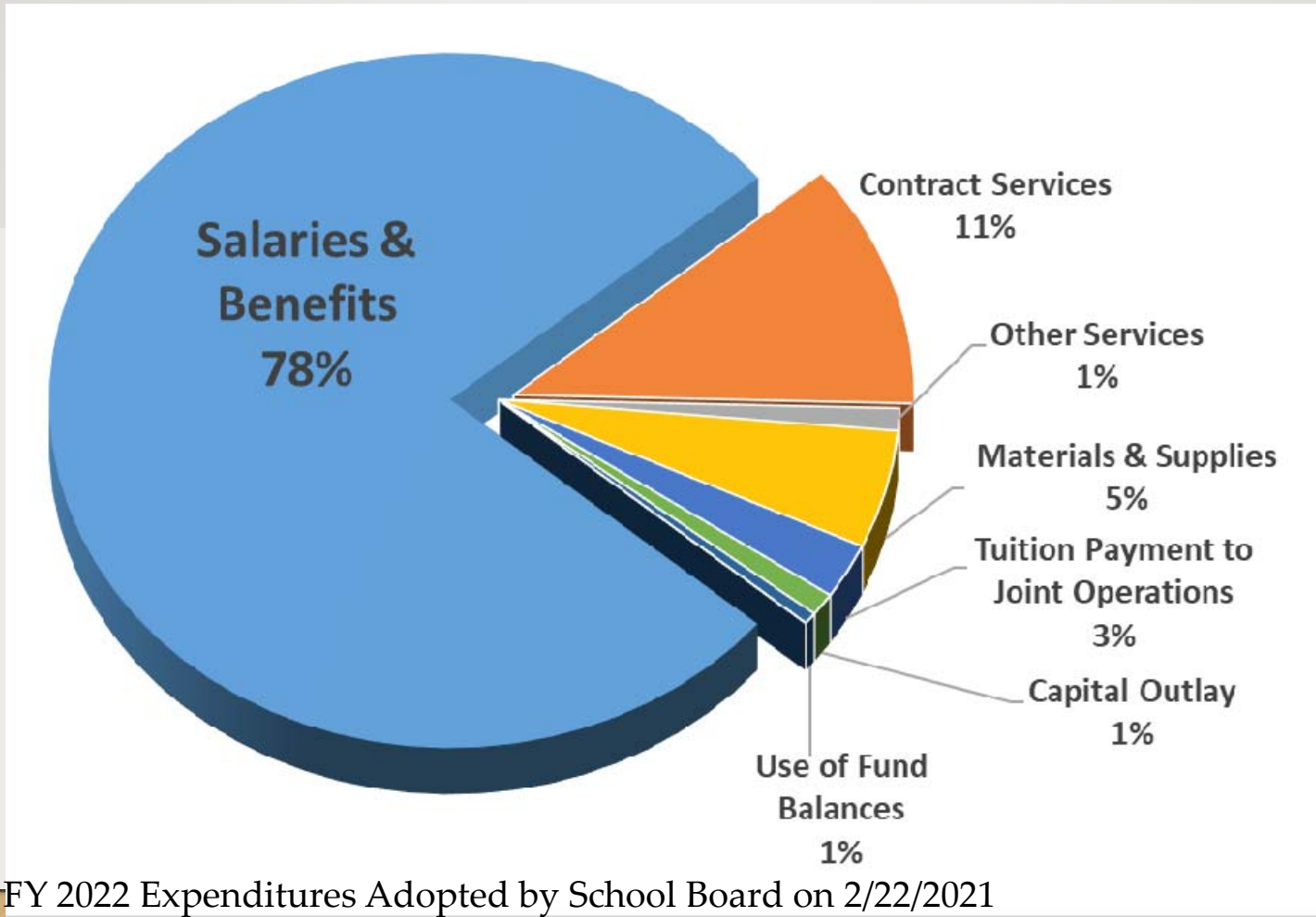
FY 2022
Budget

SCHOOL OPERATIONS				
	COVID Mitigation: Supplies		100,000	
		<i>Total School Operations</i>	100,000	
REDUCTIONS				
	FTE Reductions Based on Enrollment: Professional Staff		(333,785)	(4.0)
	FTE Reductions Based on Enrollment: Support Staff		(39,089)	(1.0)
		<i>Total Reductions</i>	(372,874)	
GENERAL FUND TOTAL NET EXPENSES			4,963,116	
REVENUES				
	State		32,781	
	CARES I & II		4,930,335	
	City (Estimated Request)		0	
GENERAL FUND TOTAL NET REVENUES			4,963,116	

Increased use of current CARES funds for FY 2022



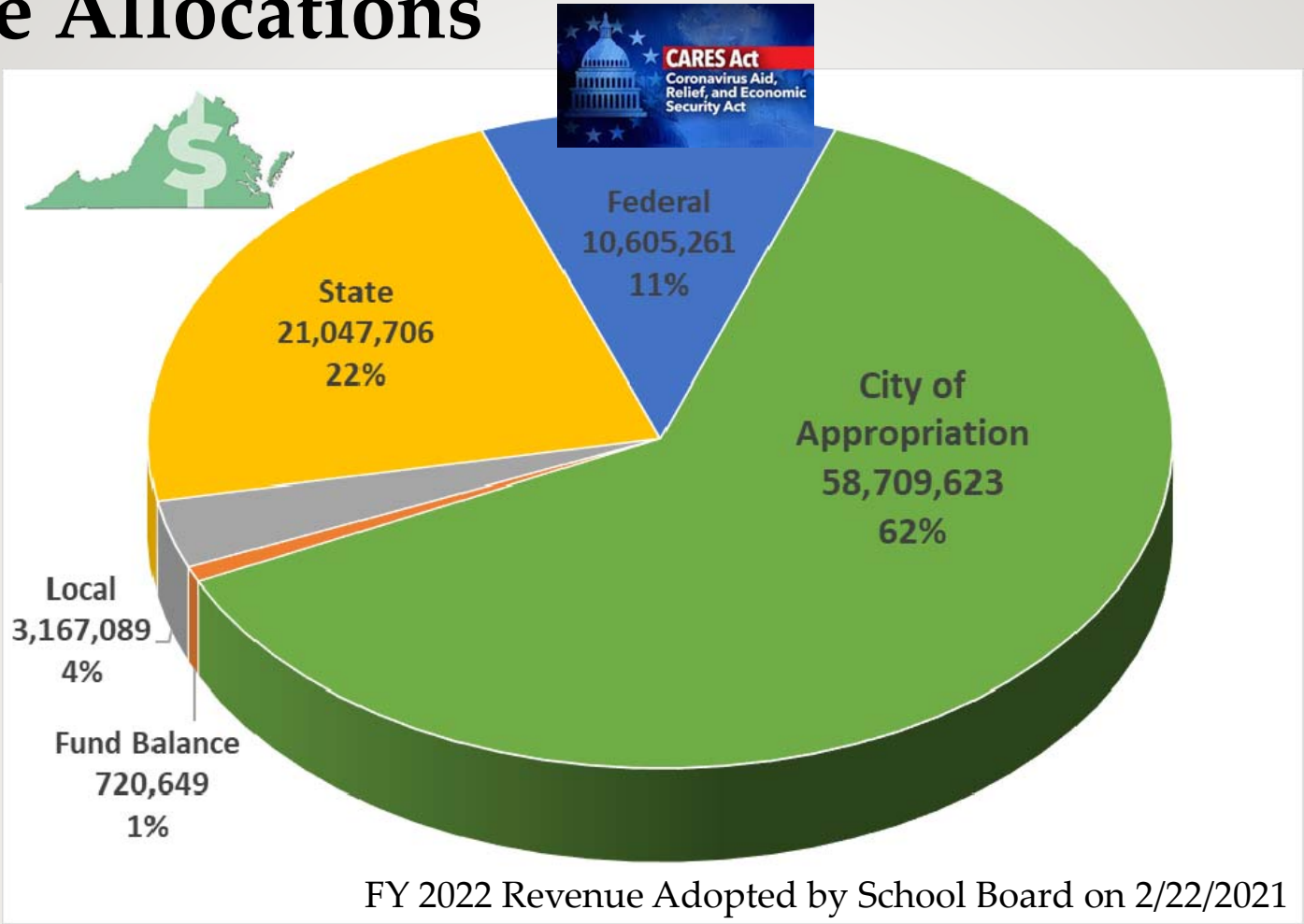
Expenditure Allocations



FY 2022 Expenditures Adopted by School Board on 2/22/2021



Revenue Allocations



GFOA recommends no less than 2 months of fund balance to cover regular operating expense. For CCS this would be a minimum fund balance of \$12,111,046 (current fund balance is ~6% of recommended).

Summary of CARES Funding

FY 2022
Budget

Total CARES Funding FY 2022	\$ 5,324,459
FY 2022 Budgeted CARES Funds	4,930,335
FY 2023 CARES Fund Carry Forward	\$ 394,124
Projected City Request for FY 2023	\$ 4,536,211



- *State revenue expected to increase if the 5% salary action holds; however, final net state funding impact cannot be known at this time
- **Additional state and/or federal/CARES funds for FY22 increase projected carryforward to FY23



City Revenue

FY 2022
Budget

The City is experiencing revenue shortfalls and uncertainty.
Any increase in property tax revenues is expected to be off-set by losses in meals & lodging taxes.

Recommendation:

Leverage CARES funding

*to maintain valued programs & address pressing student needs
in a way that also allows time for the City to recover & stabilize revenues*



Summary of All Budgeted Funds

	Adopted Budget FY 2020-2021	Proposed Budget FY 2021-2022	Changes From 2021 to 2022 Budgets
General (Operating) Fund	\$ 74,452,362	\$ 79,809,602	\$ 5,357,240
Special Revenue Funds	\$ 14,440,726	\$ 14,440,726	\$ -
Total Funds	\$ 88,893,088	\$ 94,250,328	\$ 5,357,240

- ❖ Technical adjustments will be made to the allocation of the CARES funds between general and special revenue funds after the Governor approves the State budget. Planed CARES carry-forward will be held in Special Revenues.
- ❖ A budget amendment will be needed if additional CARES funding is awarded.



Funding Request

	Adopted FY 2020 - 2021 Budget	School Board Adopted FY 2021 - 2022 Budget	Dollar Change	Percentage Change
City of Appropriation	\$ 58,709,623	\$ 58,709,623	0	0.00%
Fund Balance	720,649	720,649	0	0.00%
Local	3,167,089	3,167,089	0	0.00%
State	21,014,925	21,047,706	32,781	0.16%
Federal	5,280,802	10,605,261	5,324,459	100.83%
Total Revenues	\$ 88,893,088	\$ 94,250,328	\$ 5,357,240	6.03%

The School Board is Requesting Level Funding for FY 2022 (\$58,709,623)

City Support for Schools

City funding is the foundation & key for CCS programming & services.



COVID-19 has had significant and far reaching impacts on CCS Students emotionally, academically and economically. Staff have been working harder than ever to address student needs in the midst of ever changing challenges.

CAUTION: The proposed budget leverages one-time/non-recurring CARES funds to address the most pressing needs and allows time for City revenues to cover. It will be essential for the City to start providing additional allocations starting in FY 2023 to off-set these proposed uses of CARES funds or future cuts to services will be required. Any additional appropriation from the City for FY 2022 would start the process of reducing dependency on one-time (non-recurring) funds.



