

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	December 6, 2021
Action Required:	Approve Resolution
Presenter:	Kristel Riddervold, Environmental Sustainability and Facilities Development Divisions Manager
Staff Contacts:	Scott Hendrix, Senior Project Manager, Facilities Development Division
Title:	<b>Funds Transfer from Facilities Repair Fund (FR-001) to the Capital Improvement Lump Sum Funded Program (CP-019) to support City Yard Warehouse Restroom Project</b>

**Background:**

In 2019, a need was identified to increase the capacity of the single female bathroom in the City Yard Warehouse building to address capacity and equity issues. The Facilities Development Division allocated \$150,000.00 in the Government Large Cap Lump Sum Fund (FY2019) address those issues. Design work was initiated in the Spring 2019 and then this project was then placed on hold due to COVID-19.

The project was restarted in Summer 2021. During the subsequent design phase it became apparent that in order to meet all of the design and ADA requirements the existing male bathroom would also need to be modified and upgraded.

The project will now involve expanding the existing female bathroom to increase capacity and provide an ADA compliant toilet stall, as well as renovating the existing male bathroom to update fixtures and provide an ADA compliant toilet stall. The design work is now complete and the Facilities Development Division would like to move on to the next phase of procuring bids.

**Discussion:**

There was \$150,000.00 allocated to this project in Government Lump Sum FY2019. At that time the aim of the project was only to address the issues with the Female bathroom, the Male bathroom was not part of this original scope. In the subsequent design phase it became apparent that in order for this project to be viable the scope and budget of the project would have to be increased.

In order to meet the expected revised budget needs of this project we are requesting that \$90,000.00 be transferred from the City Small Cap-Lump Sum Projects fund (FY2022) into the Government Large Cap Lump Sum Fund, so that it can be combined with the initial \$150,000.00. This would be in keeping with City Finance procedure to fund all capital projects from a single funding source.

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

This project contributes to Goal 5 of the Strategic Plan, A Well-Managed and Responsive Organization, and Objective 5.1, to integrate effective business practices and strong fiscal policies.

**Community Engagement:**

N/A

**Budgetary Impact:**

This has no impact on the General Fund. The funds will be expensed from the City's Capital Improvement Fund.

**Recommendation:**

Staff recommends approval of the resolution to combine previously appropriated funding.

**Alternatives:**

If the funding is not combined, the project will not be able to proceed.

**Attachments:**

Resolution

**RESOLUTION APPROPRIATING FUNDS as a  
Transfer from the Facilities Repair Fund to the  
Capital Improvement Program Fund  
\$90,000.00**

WHEREAS, the City of Charlottesville is merging the funding in order to renovate two restrooms located in the City Warehouse;

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

**Transfer From**

\$90,000.00      Fund: 107                      WBS: P-01059                      G/L Account: 599999

**Transfer To**

\$90,000.00      Fund: 426                      WBS: P-00992                      G/L Account: 599999