

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



Agenda Date:	March 21, 2022.
Actions Required:	Approval of Resolution to Appropriate Funds (1 <sup>st</sup> of 2 readings).
Presenter:	Chris Cullinan, Director of Finance.
Staff Contacts:	Chris Cullinan, Director of Finance. Ashley Reynolds Marshall, Deputy City Manager for REDI.
Title:	<b>Resolution Appropriating Funds from the American Rescue Plan for Eligible Local Activities - \$536,553.97.</b>

**Background:**

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (the Act) to provide additional relief for individuals and businesses affected by the coronavirus pandemic. The Act includes funding for state, local, and tribal governments as well as education and COVID-19-related testing, vaccination support, and research.

The City of Charlottesville will receive direct funding from the American Rescue Plan (ARP) in two tranches: \$9,804,854 already received in May 2021 and \$9,804,854 to be received in May 2022 for a total of \$19,609,708. These funds must be obligated by December 31, 2024 and spent by December 31, 2026.

To date, City Council has previously appropriated a total of \$4,273,589 of ARP funds to address urgent community and organizational needs arising from the impacts of COVID-19.

City staff continues the process of identifying needs resulting from the impacts of the COVID-19 virus. This appropriation request includes requests to “respond to the public health emergency”, “public sector capacity”, and “responding to negative economic impacts”.

**Discussion:**

This appropriation includes nine requests that are detailed below. These requests are eligible for ARP funds per the guidance provided by US Treasury in their May 17, 2021 *Interim Final Rule*.

Request #1: Operational costs for portable air sanitizing units.

Amount Requested: \$62,000.

ARP Eligibility: Responding to the public health emergency.

Description: These funds will be used for replacement filters for portable BPI units used for sanitizing the air, primarily at schools.

Request #2: Department of Social Services technology.

Amount Requested: \$6,000.

ARP Eligibility: Public sector capacity.

Description: Funds will be used to purchase various pieces of equipment (monitors, headsets, etc.) to support DSS staff working from home.

Request #3: Fire Department communications equipment.

Amount Requested: \$60,000.

ARP Eligibility: Responding to the public health emergency.

Description: Funds will be used to reprogram existing mobile and portable radios to be compatible with the new regional communications system coming on line. Note: new radios that are being purchased are compatible with the new radio system. Reprogramming some of the existing units avoids having to replace a large number all at once.

Request #4: City Manager's Office improvements.

Amount Requested: \$92,000.

ARP Eligibility: Responding to the public health emergency.

Description: This request will ensure that the City Manager's staff have increased safety protocols in their office space to welcome the public but ensure that transmission of the virus is limited. The updated physical plant will provide an ADA accessible and standard height countertop with sliding glass windows to abate transmission. Other alterations include providing walled-off workspaces for the front-line workers and a change in workflow to protect those frontline workers from other staff utilizing the equipment located in the office suite.

Request #5: City Council Chamber improvements.

Amount Requested: \$20,000.

ARP Eligibility: Responding to the public health emergency.

Description: The scope of these improvements include alterations and additions (e.g. changing of the speaker podium and adding an ADA compliant speaker podium that is further from the dias for social distancing) and technology updates to continue to foster hybrid meetings for public health.

Request #6: Hotline coordinator.

Amount Requested: \$138,000.

ARP Eligibility: Responding to negative economic impacts.

Description: Funds would be used to staff a coordinator for the Community Hotline for two years. This position is in response to increased call volume, technology responsibilities, reporting requirements, quality assurance and training, and supervision of five Hotline Navigators. Since the start of COVID, the volume and structure of the Hotline has increased from one part-time operator to five full time operators.

Request #7: City Hall Ambassadors.

Amount Requested: \$51,053.97.

ARP Eligibility: Responding to the public health emergency.

Description: This staffing request would continue for the provision of temporary staff to service customers through an appointment system for the lobby area of City Hall to maintain social distancing and capacity limits.

Request #8: City Hall Lobby/1<sup>st</sup> Floor Improvements.

Amount Requested: \$100,000.

ARP Eligibility: Responding to the public health emergency.

Description: The funds would be used to reconfigure the lobby of City Hall to create expanded work areas with sufficient space to facilitate safe in person interaction between staff and the public. Improvements would be made to the Treasurer's Office, Commissioner of the Revenue's Office, and Utility Billing Office. This is a supplemental request to funds already appropriated in July 2021 as schematic drawings and cost estimates have been developed.

Request #9: Additional cleaning supplies and equipment for Fire Department.

Amount Requested: \$7,500.

ARP Eligibility: Responding to the public health emergency.

Description: \$7,500 would be used for additional cleaning supplies are needed due to increased frequency and usage coupled with price increases. \$6,000 would be used to purchase air scrubbers for engines. \$3,500 would be used to purchase a second steamer/extractor for cleaning apparatus.

**Budgetary Impact:**

This request in addition to the previous ARP appropriation totals \$536,553.97. If Council approves this fourth appropriation, the remaining balance of ARP funds from the first tranche totals \$4,994,710.70.

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

This resolution contributes to Goal 1 of the Strategic Plan, to be an inclusive community of self-sufficient residents; Goal 2 to be a healthy and safe City; and Goal 5 to be a well-managed and responsive organization.

**Recommendation:**

Staff recommend that Council approve the attached resolution.

**Alternatives:**

City Council may elect not to appropriate funding for these purposes at this time or may elect other ARP eligible program expenditures.

**Attachments:**

- Appropriation Resolution

**RESOLUTION APPROPRIATING FUNDING FOR  
American Rescue Plan for Eligible Local Activities  
\$536,553.97**

**BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the sum of \$536,533.97 from American Rescue Plan funding is hereby designated to be available for expenditure for costs associated with following eligible purposes and amounts:

Operational costs for portable air sanitizing units.	\$62,000.
Department of Social Services Technology needs.	\$6,000.
Fire Department communications equipment.	\$60,000.
City Manager’s Office improvements.	\$92,000.
City Council Chambers improvements.	\$20,000.
Hotline coordinator.	\$138,000.
City Hall Ambassadors.	\$51,053.97.
City Hall Lobby/1 <sup>st</sup> Floor improvements.	\$100,000.
Additional cleaning supplies/equipment Fire Department.	\$7,500.
<b>TOTAL.</b>	<b>\$536,553.97.</b>

**Revenues - \$536,553.97**

Fund: 207                      Cost Center: 9900000000                      G/L Account: 430120

**Expenditures - \$536,553.97**

Fund: 207	I/O: 1900455	G/L Account: 599999	\$62,000
Fund: 207	I/O: 1900456	G/L Account: 599999	\$6,000
Fund: 207	I/O: 1900457	G/L Account: 599999	\$60,000
Fund: 207	I/O: 1900458	G/L Account: 599999	\$92,000
Fund: 207	I/O: 1900459	G/L Account: 599999	\$20,000
Fund: 207	I/O: 1900421	G/L Account: 599999	\$138,000
Fund: 207	I/O: 1900442	G/L Account: 599999	\$51,053.97
Fund: 207	I/O: 1900460	G/L Account: 599999	\$100,000
Fund: 207	I/O: 1900461	G/L Account: 599999	\$7,500