



City Manager's Report

City Departments

1-16-2024

City Manager – Sam Sanders (he/him)

City Manager's Office

- Please join us for an interactive experience at the City Manager Budget Forum on Tuesday, January 23rd from 6 – 8 pm at Carver Recreation Center. There will be stations based on our Strategic Plan Framework staffed by personnel from different departments, conversations, an opportunity for the community to provide feedback on prioritization of funds, light refreshments, and more. Comments and questions can be submitted at the forum and will be addressed on the Budget page of the City website.

Organizational Update

- **Compensation and Class**
 - My leadership team continues to work through finalizing the details on updating our compensation plan for all employees. We hope to begin the feasibility for implementation in the FY 25 budget.
- **Collective Bargaining**
 - We are still in negotiations and working diligently to come to an agreement. Our goal is to come to a fair and competitive agreement for all of our employee groups.
- **Work Plan**
 - In light of time spent on other projects, the City Manager will present his second quarter update at the February meeting.

Staffing Update

- We welcome Brittaney Nelson as our new FOIA and Public Records Officer who will help us with organization throughout the City.
- We recently announced the appointment of Eden Ratliff as Deputy City Manager for Administration. He will join us in early February.
- An offer has been extended to the top candidate for Deputy City Manager for Operations. An official announcement will follow shortly.

Deputy City Manager - Ashley Marshall (she/her)

- **PARKS AND RECREATION WINTER FORMAL BALL REGISTRATION OPEN**
 - Parks and Recreation's Winter Formal Ball event will be held at Carver Recreation Center on January 20. Registration is now open online at:
<https://vacharlottessvilleweb.myvscloud.com/webtrac/web/splash.html>
- **SOCIAL SERVICES SEEKING CHILD CARE PROVIDERS TO BECOME SUBSIDY VENDORS**
 - The Child Care Subsidy Program (CCSP) helps eligible families pay for child care across the Commonwealth. Providers that service children enrolled in the program are referred to as "Subsidy Vendors." Child Care providers wishing to become a subsidy vendor must apply through the Subsidy Vendor Application portal. Contact the Department of Social Services at 434-970-3400 for additional information.
- **HUMAN SERVICES AND SOCIAL EQUITY RELATED BOARD AND COMMISSION OPENINGS**

- We would like to remind the community that several City Council-appointed boards and commissions have openings that work directly with our community and focus on social equity including the Community Policy and Management Team, the Historic Resources Committee, the Human Rights Commission, the Minority Business Commission, the Police Civilian Oversight Board, the Social Services Advisory Board, and our Youth Council. More information on the openings, the date they close (January 31st for PCOB, February 7th for all others) and their requirements are available at: <https://www.charlottesville.gov/jobs.aspx>

Interim Deputy City Manager - Steven Hicks (he/him)

We want to say thank you to the City Operations Team (Public Works, Utilities, and Parks and Recreation) for planning and working over the weekend treating roads and having equipment ready to handle the City's first snow event.

Charlottesville Area Transit – Director Garland Williams (he/him)

As of Jan. 2, the final 250 students on the list became bus riders.

That means the total number of CCS students using buses is now 1,827.

The city's expanded team of drivers includes 17 full-time bus drivers with three lead drivers who offer support for the regular drivers, two school staff trained as bus drivers (one each at Clark and Johnson elementary schools), and three vans driven by bus aides.

City Attorney – Attorney Jacob Stroman, Esq. (he/him)

No update at this time.

Charlottesville Fire Department – Chief Michael Thomas (he/him)

- CFD participated in the UVA career day kickoff
- CFD data indicates that CY23 averaged about 8.5 confirmed opioid responses By EMS staff a month. The trends remain higher in black or African American individuals.
- CFD is gearing up to begin a new hire application process to fill vacant positions.
- Collective Bargaining continues to move forward with hopes of ratifying a contract soon.
- CFD Medic Unit was involved in an MVC with no injuries initially reported.

Charlottesville Police Department – Chief Michael Kochis (he/him)

- The Police Department will be rolling out several initiatives in the New Year:
 - Guardian Score/police interaction survey, pilot program to begin in March
 - Chief Kochis and Command Staff attended the Rose Hill Community Association meeting on January 8, to address issues expressed by the community.
 - Chief Kochis and Command Staff will be holding a Community Town Hall on the state of the department, crime, and emerging trends. This will take place at Carver Recreation Center on February 15, from 6 pm to 8 pm.

Human Resources – Director Mary Ann Hardie (she/her)

No update at this time.

Department of Human Services – Director Misty Graves (she/her)

- The Department of Human Services (DHS) is pleased to announce the hiring of Deputy Director, Charlsie Stratton. She has filled several roles with the Community Attention Foster Families program including most recently Program Supervisor. She brings a wealth of knowledge in trauma informed care for youth and families as well as a commitment to community engagement.
- Two DHS staff recently graduated from the Blue Ridge Health District's Community Health Worker Course through PVCC. Shelly Bryant at the Westhaven CARES Center and Ramanda Jackson, Self-Sufficiency Specialist with Housing Navigation and Emergency Hotel Stays, will certainly apply their knowledge in their field of work and continue to offer high quality services to residents.
- Community Based Services unit is expanding its services to work with Albemarle County Schools and Charlottesville City Schools. Currently, staff facilitate an evidence-based curriculum called Girls Circle at Journey Middle School. Next month, students involved in Knight School will be enrolled in the Community Attention Youth Internship Program to complement their classroom learning with learning on the job.
- The City's Pathways fund has dispersed \$478,811.00 in the first two quarters of the fiscal year in financial relief for rent, mortgage, or utilities.

Department of Information Technology – Director Steve Hawkes (he/him)

- Accomplishments:
 - Network Core Switch upgrade
 - Downtown Mall WiFi expansion
 - Assisted with implementation of new software systems including: Permitting system, Neighborhood Development Services, Performance Reviews and Learning Management system, Human Resources Department, and Purchasing system, Purchasing Department.
 - Created and deployed new City address dataset
 - Implemented a number of enhancements to the City's cybersecurity posture

Neighborhood Development Services – Director James Freas (he/him)

- The Planning Commission and the City Council held a joint public hearing for input on the Capital Improvement Plan. The Planning Commission approved staff's recommendation with amendments. There is a CIP work session and no more formal CIP presentations to Council beyond when we present the proposed budget.

Parks & Recreation – Acting Director Riaan Anthony

- Tree work will begin on the Downtown Mall on January 8th. Contracted tree pruning and 1 tree removal will take place over the course of the week. This is being done with coordination from Parks, Public Works, and NDS.
- The horticulture and mowing crews are fully into their winter work, which involves cutting back perennial plants, grasses, cut-back of overgrown areas, and finishing up leaf clean up. They are also working on salting and snow duty.
- We have made offers for 3 new hires on the mowing crew, which -- if they are all on-board successfully -- will bring the mowing crew to full staffing for FTE's.
- Tree planting continues in 2 ways:
 - Areas previously cleared in the invasive plant control project were re-planted with 750 saplings (small diameter trees, <2' tall). This is slightly less than the anticipated number due to spacing concerns. This was completed on Dec. 19th.
 - 179 larger (2" diameter) trees are in the process of being planted now. They are being planted in various sites including schools, rights-of-way, and parks.
- We are so happy that the Herman Key Recreation Center is back open to the public due to the roof replacement project.
- Winter Formal Ball event will be held at Carver Recreation Center on January 20. Registration is open <https://vacharlottesvilleweb.myvscloud.com/webtrac/web/splash.html>

Public Works – Interim Deputy City Manager Steven Hicks (he/him)

- Interviews have been completed to fill the following critical positions:
 - Deputy Director of Public Works
 - Facility Maintenance Manger
 - Fleet Manger

Utilities – Director Lauren Hildebrand (she/her)

- The Department of Utilities is here to help keep the cold out of your home this winter with easy and inexpensive home energy efficiency tips. Small adjustments can make big differences, and Utilities' list of energy efficiency tips provide simple ways to help lower household energy consumption and minimize energy loss. Following these tips, in combination with using energy wisely, can help increase your comfort and reduce energy costs. The full list of energy efficiency tips can be found at www.charlottesville.gov/gas.
- The Department of Utilities has several electronic options to help increase the convenience of paying your utility bill. Paperless billing saves you time and money and provides the ability to access your account activity online. Automatic payments give you the peace of mind that your utility bill is paid in full and on time and can be made with your choice of two automatic payment options. Also, pay by text gives you the ability to make on-the-go utility payments in

real time with a simple “OK” to pay. All of these payment options offer a secure, reliable, and convenient way to pay your utility bill. For more information on all bill pay options visit, www.charlottesville.gov/billpay or call the Utility Billing Office at (434) 970-3211.

- The Department of Utilities knows that for many people the start of a new year means a list of resolutions. And if streamlining the way you pay bills is on your list, Utilities can help with payment strategies such as the Budget Plan. The Budget Plan estimates your early cost for utilities and divides that total into 12 equal installments. These installments become your “level payment amount” for each billing month. Periodically, your account is reviewed to determine if your level payment amount needs to adjust to achieve a zero balance at the end of your budget year. To learn more about the Budget Plan, visit www.charlottesville.gov/billpay or call the Utility Billing Office at (434) 970-3211.

Social Services – Director Sue Moffett (she/her)

- The Child Care Subsidy Program (CCSP) helps eligible families pay for child care across the Commonwealth. The program is overseen by the Virginia Department of Education (VDOE) and administered by the Virginia Department of Social Services (VDSS) in partnership with local departments of social services. Providers that service children enrolled in the program are referred to as "Subsidy Vendors." Child Care providers wishing to become a subsidy vendor must apply through the Subsidy Vendor Application portal. Contact the Department of Social Services at 434-970-3400 for additional information.