



## **CITY COUNCIL AGENDA**

### **February 18, 2025**

### **City Hall Council Chamber**

Juandiego R. Wade, Mayor  
Brian R. Pinkston, Vice Mayor  
Natalie Oschrein  
Michael K. Payne  
J. Lloyd Snook, III  
Kyna Thomas, Clerk

#### **4:00 PM OPENING SESSION**

This is an in-person meeting with an option for the public to participate electronically by registering in advance for the Zoom webinar at [www.charlottesville.gov/zoom](http://www.charlottesville.gov/zoom). The meeting may also be viewed on the City's streaming platforms and local government Channel 10. Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call (434) 987-1267 or submit a request via email to [ada@charlottesville.gov](mailto:ada@charlottesville.gov). The City of Charlottesville requests that you provide 48 hours' notice so that proper arrangements may be made.

#### **Call to Order/Roll Call**

#### **Agenda Approval**

#### **Reports**

1. Report: Mapp2Health Report from Blue Ridge Health District
2. Report: Opioid Abatement Plan

#### **5:30 PM CLOSED MEETING**

#### **6:30 PM BUSINESS SESSION**

#### **Moment of Silence**

#### **Announcements**

#### **Recognitions/Proclamations**

- Proclamation: The Center at Belvedere 65th Anniversary
- Proclamation: National Invasive Species Awareness Week: February 24 - 28, 2025

#### **Community Matters**

Public comment for up to 16 speakers (limit 3 minutes per speaker). Preregistration available for first 8 spaces at <https://www.charlottesville.gov/692/Request-to-Speak>; speakers announced by Noon on meeting day (9:00 a.m. sign-up deadline). Additional public comment at end of meeting. Comments on Public Hearing items are heard during the public hearing only.

#### **Consent Agenda\***

The consent agenda consists of routine, non-controversial items whereby all items are passed with a single motion and vote. Individuals speaking during Community Matters may address items on the Consent Agenda.

3. Minutes: December 19, 2024 joint Council-School Board work session; January 30 FY26 budget work session; February 3 regular meeting; February 10 joint Council-School Board meeting; February 11 special meeting
4. Resolution: Resolution of Appropriation to Amend the FY25 Budget - \$27,851,605.84 (2nd reading)
5. Resolution: Citywide Bicycle Infrastructure Program: Resolution creating the E-Bike Grant Program fund and appropriating \$150,000 in existing funds from the Bicycle Infrastructure capital fund and Climate Action Fund (2nd reading)
6. Resolution: Safe Routes to School Program: Resolution appropriating \$229,803 for Safe Routes to School Program Non-Infrastructure Grants (2nd reading)
7. Resolution: Resolution to Approve Reimbursement of \$285,861.38 for Buford/Charlottesville Middle School project (1 of 2 readings)
8. Resolution: Financial Resolution Supporting Kindlewood/Friendship Court Phase 3

9. Ordinance: Ordinance Amending Chapter 25 (Social Services), Article III (Rental Relief for the Elderly and Disabled Persons) to correct a drafting error

**City Manager Report**

- Report: City Manager Report
- Report: Quarterly financial report

**Action Items**

10. Public Hearing/Ord.: Public hearing and Ordinance for Temporary Aerial Easement for the Verve Charlottesville PUD at 409 Stadium Road

**General Business**

11. Written Report: Land Use and Environmental Planning Committee (LUEPC) Semi-Annual Report

**Community Matters (2)**

**Adjournment**

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



Agenda Date: February 18, 2025

Action Required:

Presenter: Ryan McKay

Staff Contacts:

**Title: Mapp2Health Report from Blue Ridge Health District**

**Background**

This presentation will provide information on the current MAPP process by Mr. Ryan McKay, MPA - current Health Director for the Blue Ridge Health Department. Previous Mapp2Health reports can be found at: <https://www.vdh.virginia.gov/blue-ridge/mapp2health-reports/>

**Discussion**

The MAPP process was first initiated in 2007 in the City of Charlottesville and Albemarle County. A steering committee of leaders from a wide array of organizations was established to plan and implement MAPP. The group published a Community Health Status Assessment Technical Report in 2008. In July 2011, MAPP2Health launched and expanded the MAPP process to all localities in the district. The resulting 2012 MAPP2Health Report included community health assessment data for all localities and a collaborative community health improvement plan. In 2016, the group focused on implementation strategies specific to each locality. The 2019 MAPP process launched in the fall of 2018 and built on the work and vision of the 2016 MAPP2Health Report. It centered on health equity across each of the four district-wide priorities, with an overall vision that “together we will achieve equitable access to resources for a healthy, safe community.”

The National Association of County and City Health Officials (NACCHO) has implemented a community-driven strategic planning process for improving community health called Mobilizing for Action through Planning and Partnerships (MAPP). This framework, known locally as MAPP2Health, includes engaging community partners in the collection and review of qualitative and quantitative data from trusted local and national sources. In doing so, participating partners can clearly define the conditions that support or obstruct wellness and identify resources to address obstacles.<sup>1</sup> Public policies and community-based programs that are culturally competent and directly address the needs of residents have the power to achieve health equity. The Urban Institute’s 2021 study, *Leveraging Community Expertise to Advance Health Equity Principles and Strategies for Effective Community Engagement*, notes that health equity initiatives that include authentic and sustainable community engagement are needed to more fully understand complex drivers of inequities and to develop solutions that lead to inclusive and sustainable progress.<sup>3</sup> In other words, community action plays a vital role in effecting long-term, equitable improvements in a community’s health.

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

**Community Engagement**

**Budgetary Impact**

**Recommendation**

**Alternatives**

**Attachments**

None



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



Agenda Date:	February 18, 2025
Action Required:	Presentation Only
Presenter:	Ashley Marshall, Deputy City Manager
Staff Contacts:	Ashley Marshall, Deputy City Manager
Title:	<b>Opioid Abatement Plan</b>

**Background**

The presentation provided to the City Council will discuss the funding that will be provided to the City of Charlottesville from the national opioid settlement through the Virginia Opioid Abatement Fund and Settlement Allocation, drafted in August 2120. Funding will be provided to the City of Charlottesville from 2022 through 2042. More information can be found on the Commonwealth's Opioid Abatement site at: <https://www.oaa.virginia.gov/>

**Discussion**

The City of Charlottesville joined with the Commonwealth of Virginia in a multi-state class action lawsuit that accused OxyContin maker Purdue Pharma and other nationwide distributors of misleading doctors and catalyzing America's nationwide opioid epidemic. A Memorandum of Understanding for the Virginia Opioid Abatement Fund and Settlement Allocation was drafted in August 2021 that outlined the distribution process for the Commonwealth. All 122 counties and cities in the Commonwealth, including the City of Charlottesville, signed this MOU. The memorandum can be found in full at: <https://nationalopioidsettlement.com/wpcontent/uploads/2021/10/VA-Opioid-Abatement-Fund-and-Settlement-Allocation-MOU1.pdf>.

As of January 19, 2023, three national-level opioid settlements have been approved by Virginia state courts that result in payments to Virginia. Those settlements include McKinsey (roughly \$13 million); McKesson, Cardinal Health, and AmerisourceBergen (referred to as "distributors" by the OAA; roughly \$21 million); and Jansen Pharmaceutical (roughly \$64.7 million). Additionally, settlements with Mallinckrodt are expected to provide a possible \$17 million to the Commonwealth in full, and settlements with Walmart will provide roughly \$60 million to the Commonwealth in full. The funding is distributed in three ways: the Opioid Abatement Authority will receive 55% of the full Virginia distribution, the Commonwealth will receive 15%, and each participating City/County will directly receive 30% from the settlement administrators. Within the Opioid Abatement Authority share, 15% will go to participating cities and counties as an individual distribution, 35% will go to City/County partnerships, 15% will go to State Agencies, and 35% is unrestricted but will be distributed by the OAA in some fashion. The above-referenced MOU includes a formula for distributing the proceeds of opioid settlements based on a measure of harm per capita to communities across Virginia.

The City of Charlottesville will receive roughly 0.0463% of the funding submitted to the Commonwealth per the memorandum, and it may use the funds it receives to engage in approved abatement activities focused on Opioid Use Disorder (OUD) or prevention of OUD. This funding may also be used for those abatement purposes by engaging third-party organizations.

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

The consideration of opioid use disorder (OUD) and abatement efforts to provide support for those suffering from OUD and prevention for others in our community falls under the Council's Commitment to JEDI.

#### **Community Engagement**

Programmatic suggestions are based on best practices and also pair with community concerns to provide accessible support and harm reduction to those who may be suffering from OUD.

#### **Budgetary Impact**

The Opioid Abatement Funding comes from private for-profit companies who have settled through the national opioid litigation processes and can only be used for opioid abatement processes. It has no impact on the City's general fund at this time.

#### **Recommendation**

This presentation is to provide Council with information at this time.

#### **Alternatives**

N/A

#### **Attachments**

None

# CITY OF CHARLOTTESVILLE



## *Proclamation*

### **Honoring the 65th Anniversary of The Center at Belvedere**

**WHEREAS** The Center at Belvedere, formerly known as the Senior Center, has been a cornerstone institution serving older adults in Charlottesville and its surrounding region since its founding in 1960; and

**WHEREAS** The Center has established a nationally recognized model of healthy aging, offering over 150 diverse and engaging programs every week to its thousands of members and visitors, making it a unique and invaluable resource that attracts people from across the United States to central Virginia; and

**WHEREAS** The Center's evidence-based programming addresses every dimension of wellness, empowering older adults to maintain active, independent lifestyles, forge meaningful social connections, and reduce the gap between lifespan and healthspan—the years lived in good health; and

**WHEREAS** The Center plays a critical role in preparing our region for the national demographic shift wherein, by the year 2030, 1 in 5 Americans will be over the age of 65, ensuring our community remains resilient and supportive of its aging population; and

**WHEREAS** The Center positively impacts the entire Charlottesville community by fostering healthier aging, reducing healthcare costs, supporting family caregivers, and enabling older adults to enrich our city through volunteerism and civic engagement;

**NOW, THEREFORE, I**, Mayor Juandiego Wade, on behalf of the Charlottesville City Council, do hereby congratulate The Center at Belvedere on the occasion of its 65th anniversary. We commend the organization for its outstanding contributions to the health, dignity, and vitality of older adults in our community and we encourage community members to celebrate and honor The Center's 65 years of exemplary service, its vital contributions to the well-being of our community, and its enduring commitment to enriching the lives of older adults.

Signed and sealed this 14<sup>th</sup> day of February 2025.

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Juandiego Wade, Mayor

Attest:

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Kyna Thomas, Clerk

# CITY OF CHARLOTTESVILLE



## *Proclamation*

### **National Invasive Species Awareness Week February 24 - 28, 2025**

**WHEREAS** invasive species threaten Charlottesville's tree canopy, which is essential for neighborhood health, safety, and resilience against climate change by providing shade, reducing the heat island effect, and sequestering carbon; and

**WHEREAS** invasive species disrupt ecosystems by displacing native plants and animals, altering natural processes and posing a significant threat to biodiversity; and

**WHEREAS** invasive species impose substantial economic burdens, costing the U.S. \$120 billion annually in prevention, control, and damages to agriculture, fisheries, forests, and infrastructure, while also impeding transportation, water systems, energy production, and outdoor recreation; and

**WHEREAS** the spread of invasive species is accelerating due to human development and disruption, making control efforts increasingly challenging.

**THEREFORE, BE IT PROCLAIMED** that we, the Charlottesville City Council, declare February 24–28, 2025, as **National Invasive Species Awareness Week** and encourage residents to participate in efforts to raise awareness and protect our community's urban tree canopy from invasive vines.

Signed and sealed this 18<sup>th</sup> day of February 2025.

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Juandiego Wade, Mayor

Attest:

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Kyna Thomas, Clerk



**CHARLOTTESVILLE CITY COUNCIL  
SPECIAL MEETING MINUTES  
School Board / City Council Joint Work Session  
December 19, 2024 at 5:00 p.m.**

**Walker Upper Elementary School Cafeteria, 1564 Dairy Road, Charlottesville, VA**

The December 19, 2024, joint work session of the Charlottesville City Council and the Charlottesville City School Board was called to order by Chair Lisa Torres at 5:05 p.m.

Deputy School Board Clerk Leslie Thacker called the roll for School Board Members, establishing a quorum, and Deputy Clerk of Council Maxicelia Robinson called the roll for City Council, noting the following members present: Vice Mayor Brian Pinkston, and Councilors Michael Payne, Natalie Oschrein and Lloyd Snook. Vice Mayor Pinkston announced that Mayor Wade provided previous notice that he would be absent from the meeting.

Chair Torres called a vote for agenda approval, and the agenda was adopted unanimously.

Dr. Royal Gurley, Superintendent of Charlottesville City Schools, presented the City Schools FY26 budget priorities and estimates. Dr. Gurley covered the topics of Student Demographics and Data, Operational Costs, and Budget Considerations. Dr. Gurley and staff answered clarifying questions for Council.

The preliminary estimate of the FY26 City Schools total budget was \$7.9 million above the regular baseline allocation made by the City Council. Dr. Gurley clarified that the Compensation and Benefits budget estimate of \$5.3 million does not include expenses for collective bargaining.

Following discussion on the status of school capital improvement projects, it was stated that staff will provide a comprehensive report on the projects to the City Council at a later time.

Dr. Gurley noted that he may present an increased budget request at the joint work session scheduled for February with the City Council and the School Board.

Chair Torres opened the floor for comments from members of the community, and the following individuals spoke:

- Derrick Hartline, city resident
- Shannon Gilliken – Charlottesville City Schools teacher
- Syleethia Carr, city resident

Chair Torres gave closing remarks, and the meeting adjourned at 7:11 p.m.

BY Order of City Council

BY Maxicelia Robinson, Deputy Clerk of Council



**CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES**  
**January 30, 2025 at 5:00 PM**  
**CitySpace: 100 5th St NE, Charlottesville, VA 22902**

The Charlottesville City Council convened in a special meeting on Thursday, January 30, 2025, to discuss budget development for Fiscal Year 2026. Mayor Juandiego Wade called the meeting to order, and called the roll, noting the following councilors present: Mayor Juandiego Wade, Vice Mayor Brian Pinkston and Councilor Natalie Oschrin. Having established a physical quorum, Council considered a request from Councilor Snook to participate electronically. Councilor Payne joined the meeting at 5:03 p.m. Pursuant to Council's adopted procedures and in compliance with the Virginia Freedom of Information statute for meeting participation through electronic communication means, Mr. Snook stated that he was participating from Ypsilanti, Michigan, while visiting family. On motion by Pinkston, seconded by Oschrin, Council voted 4-0 to approve electronic participation by Councilor Snook (Ayes: Oschrin, Payne, Pinkston, Wade; Noes: none).

**FY 2026 Budget Development Overview and Discussion**

City Manager Sam Sanders and Budget Director Krisy Hammill led an overview and discussion of the following FY 2026 city budget development considerations:

- Budget Guidelines and Financial Policies
- First Glance at FY 2026 Revenue Projections
- Budget Drivers
- Tax Rate Discussion and Advertisement

Members of the city's budget team: Commissioner of the Revenue Todd Divers and City Treasurer Jason Vandever added comments about tax revenues and reasons for variations. City Assessor Jeffrey Davis clarified for Council that the new construction value increases are reflected in the presented budget projections.

Expenditure drivers discussed were employee compensation and benefits, Schools local contribution, jail renovation, Carlton Mobile Home Park, and debt service. Ms. Hammill stated that the first tax rate public hearing will be on March 17 at 6:30 p.m. and any consideration of a tax increase would need to be advertised by early March. Other important budget dates noted were:

- Work sessions: March 6, March 13, March 27, April 10
- Public hearings: March 17 and April 7
- Community Budget Forum: March 20
- Budget adoption: April 14

City budget information can be located online at [www.Charlottesville.gov/budget](http://www.Charlottesville.gov/budget).

**Public Comment**

- Lisa Wittenborn, Executive Director of the Rivanna Conservation Alliance, requested \$250,000 to match funds collected for the project to restore, protect, and improve the park and main access to

the Rivanna River at Riverview Park.

- Peter Krebs, Piedmont Environmental Council, spoke in support of the request from the Rivanna Conservation Alliance for \$250,000 in funding.
- Gabe Silver, co-owner of the Rivanna River Company and former member of the Tourism Board, spoke about the Rivanna River community asset and the opportunity to enhance environmental sustainability, attraction for tourism and quality of life in the city by funding the Rivanna Conservation Alliance project at Riverview Park.
- Margaret, city resident, spoke in support of funding the Rivanna Conservation Alliance project to restore, protect, and improve access to the Rivanna River at Riverview Park.
- David Smith, volunteer for the Rivanna Conservation Alliance, spoke in support of stabilizing the riverbank and decreasing erosion.
- Jim Nix, board member for the Rivanna Conservation Alliance, spoke in support of the project to restore and improve access to the Rivanna River.
- Laila Bobbert, city resident, provided a youth perspective in support of the Riverview Park restoration project, and the opportunity to engage more youth in outdoor activity.

On motion by Payne, seconded by Oschrin, Council voted unanimously to adjourn the meeting at 6:38 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council



## CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES

February 3, 2025 at 4:00 PM  
Council Chamber

The Charlottesville City Council convened in a regular meeting on Monday, February 3, 2025. Mayor Juandiego Wade called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting the following councilors present: Mayor Juandiego Wade, Vice Mayor Brian Pinkston, and Councilor Natalie Oschrein. Councilor Michael Payne provided notice of his absence. Having established a physical quorum, Council considered a request from Councilor Snook to participate electronically. Pursuant to Council's adopted procedures and in compliance with the Virginia Freedom of Information statute for meeting participation through electronic communication means, Mr. Snook stated that he was participating from Ypsilanti, Michigan, while visiting family. On motion by Pinkston, seconded by Oschrein, Council voted 3-0 to approve electronic participation by Councilor Snook (Ayes: Oschrein, Pinkston, Wade; Noes: none).

### REPORTS

#### 1. REPORT: Report on Project Safe Neighborhoods

Misty Graves, Director of Human Services, provided background about Project Safe Neighborhoods. In 2023, in response to an increase in violence in Charlottesville and Albemarle, and the shooting that took place at the University of Virginia (UVA), the President's Council stood up the Community Safety Working Group. Members of this group included leaders in the community, city and county officials, and university faculty and staff. The goals of this working group are first, to create safe and welcoming community spaces. Second, to improve access to local programs and resources. Third, to strengthen communication among residents, service providers, schools, and law enforcement. And fourth, to connect our youth with caring adults and meaningful activities.

To ensure these recommendations were prioritized and implemented, the Community Safety Implementation Group was established and continues to bring together city, county, and UVA for intentional collaboration. The Community Safety Implementation Group has been the governing body that serves as one backbone for focusing on the community engagement and prevention and intervention pillars of Project Safe Neighborhoods. Project Safe Neighborhoods (PSN) is a federal designation that brings together federal, state, and local law enforcement officials; prosecutors; community-based partners; and others to identify the most pressing violent crime concerns in a community and develop comprehensive solutions to address them. In August 2023, the Charlottesville City, Albemarle County and University of Virginia region announced the Project Safe Neighborhood designation for the region. The emphasis on restorative justice, diversion programs, and community safety solutions, alongside innovative partnerships, sets this community's approach to PSN apart as a holistic and inclusive approach to community safety in the region.

On January 22, 2025, members of the Community Safety Implementation Team, U.S. Attorney's Office, and UVA Equity Center staff hosted a press conference to update the community on PSN and its progress towards implementation. On January 28, 2025, at Burley Middle School, they held a Town Hall and engagement activity related to PSN.

Ms. Graves and Police Chief Michael Kochis answered questions from Council.

#### 2. REPORT: FLOCK Pilot Progress Report

Chief Michael Kochis presented the Flock Pilot progress report. In October 2024, The Charlottesville Police Department began its pilot program for Flock ALPR (automated license plate readers). The process for



implementing this program lasted over twelve months, consisting of two City Council presentations and multiple community meetings where input and comments were taken about the program. He stated that ten cameras were deployed and the system of retaining information for seven days has been working for the Charlottesville Police Department. The Executive Director of the Police Civilian Oversight Board has the authority to audit the use of the system as desired.

City Manager Sam Sanders asked council members to indicate their positions on whether the Flock pilot program should continue, and all councilors indicated support for continuing the pilot.

## **CLOSED MEETING**

On motion by Pinkston, seconded by Snook, Council voted unanimously (Ayes: Oschrin, Pinkston, Snook, Wade; Noes: none; Absent: Payne) to meet in closed session as authorized by Section 2.2-3712 of the Virginia Code, specifically:

- (1) Section 2.2-3711(A)(1) for discussion and consideration of prospective candidates to be interviewed for the Police Civilian Oversight Board.

On motion by Pinkston, seconded by Oschrin, Council certified by the following vote: 4-0 (Ayes: Oschrin, Pinkston, Snook, Wade; Noes: none; Absent: Payne), 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.

## **BUSINESS SESSION**

City Council began the business meeting by observing a moment of silence.

## **ANNOUNCEMENTS**

Councilor Oschrin thanked city staff for conducting e-Bike Demo Day. Next Sunday is the next Community Walk around Buford Neighborhood. She announced the e-Bike subsidy lottery drawing is February 5 for vouchers.

## **RECOGNITIONS/PROCLAMATIONS**

Mayor Wade read a proclamation in recognition of Black History Month and honoring Vinegar Hill.

## **COMMUNITY MATTERS**

Mayor Wade opened the floor for comments from the public.

1. Marta Keane, retired CEO, introduced new JABA (Jefferson Area Board on Aging) CEO Judith Selzer, who announced several upcoming events.
2. Robin Hoffman, city resident, stated that she is a recipient of JABA services. She spoke in support of CPA-TV, the local public access television station.
3. Mario, a city resident, voiced concerns about drug use in his apartment building and effects on his health. He requested help from city police or anyone who can help.

## **CONSENT AGENDA**

Clerk Thomas read the following Consent Agenda items into the record, and on motion by Pinkston, seconded by Oschrin, Council unanimously adopted the Consent Agenda: 4-0 (Ayes: Oschrin, Pinkston, Snook, Wade; Noes: none; Absent: Payne).

3. MINUTES: January 21 regular meeting
4. RESOLUTION to Appropriate Edward Byrne Memorial Justice Assistance Grant (JAG) - \$25,375 (2nd reading)

**RESOLUTION APPROPRIATING FUNDS FOR  
Edward Byrne Memorial Justice Assistance Grant (JAG)  
Grant # 15PBJA-24-GG-04876-JAGX  
\$25,375**

**WHEREAS**, the Office for Civil Rights, Office of Justice Programs, Department of Justice Edward Byrne Memorial Justice Assistance Grant Program Fiscal Year 2024 Local Formula awarded a grant to the Police Department, through the City of Charlottesville, to equip the department's Special Response Team (SRT) members with Avon Protection C50 protective masks, as well as a KBT Powder Actuated Kinetic Energy Forced Entry Tool;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that a total of \$25,375.00 be appropriated in the following manner:

**Revenues – \$25,375**

\$25,375                      Fund: 211                      Internal Order 1900577                      G/L Account: 431110

**Expenditures – \$25,375**

\$25,375                      Fund: 211                      Internal Order 1900577                      G/L Account: 525270

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the reimbursement of funds or goods as supplied from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, Justice Edward Byrne Memorial Justice Assistance Grant Program.

5. RESOLUTION to appropriate grant funds from the ICMA Economic Mobility and Opportunity Grant – \$24,000 (2nd reading)

**RESOLUTION to Appropriate  
ICMA Economic Mobility and Opportunity Grant \$24,000**

**WHEREAS**, the City of Charlottesville has received an Economic Mobility and Opportunity grant from the International City Managers Association (ICMA) Economic Mobility and Opportunity Peer Learning Cohort and Grant Program in the amount of \$24,000.00; and

**WHEREAS**, the funds will be used to support a local project that seeks to enhance economic mobility for residents; and

**WHEREAS**, the grant award covers the period from July 1, 2024 through June 30, 2025;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$24,000.00 is hereby appropriated in the following manner:

**Revenue – \$24,000.00**

\$24,000.00                      Fund: 105 CC: 1621001000 IO: 2000194                      G/L: 451022 State/Fed pass thru

**Expenditures - \$24,000.00**

\$24,000.00 Fund: 105 CC: 1621001000 IO: 2000194 G/L: 599999 Lump Sum

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$24,000.00 from the International City Managers Association (ICMA) Economic Mobility and Opportunity Peer Learning Cohort and Grant Program.

6. RESOLUTION to Approve the 2024 Parks & Recreation Pollocks Branch Trail Bridge Accessibility Enhancements Project (Amended)

**RESOLUTION TO APPROPRIATE FUNDS**

**Resolution to Approve the 2024 Parks & Recreation Pollocks Branch Trail Bridge Accessibility Enhancements Project and to Appropriate Associated CDBG Funds, a Minor Amendment in the Amount of \$55,527.91 (Amended)**

**WHEREAS** the City of Charlottesville has been recognized as an entitlement community by the U.S. Department of Housing and Urban Development (HUD) and, as such, City Council has previously approved certain sums of federal grant receipts to support the city's Community Development Block Grant (CDBG) program; and

**WHEREAS** the City now has the opportunity to remove a significant longstanding barrier to access and enhance connectivity to the city's recreational spaces and trails for residents and visitors to the city alike; and

**WHEREAS** this project will support Council's Strategic Plan Framework vision of supporting access to recreational opportunities and greenspace;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the proposed project as presented here today before Council is approved and that the Office of Community Solutions is hereby authorized to begin work to implement said program.

**BE IT FURTHER RESOLVED** that, in support of this program, appropriations made within the CDBG Fund be amended by the respective amounts shown below and that the balance accumulated in the Fund as a result of these adjustments be hereby appropriated to the revenue account indicated below, as follows:

<i>Fund</i>	<i>SAP Expenditure Account(s)</i>	<i>Proposed Reduction(s)</i>
218	P-00001-05-19	-\$26,513.05
218	3914001000	-\$29,014.86
Subtotal =		-\$55,527.91

<i>SAP Account Code</i>	<i>SAP Revenue Account</i>	<i>Proposed Addition(s)</i>
1900567	FY25 Pollocks Branch Trail Bridge P&R PY24+	\$55,527.91
Subtotal =		\$55,527.91

To this end, the City Manager, the Director of Finance, and public officers to whom any responsibility is delegated by the City Manager pursuant to City Code Section 2-147, are authorized to establish administrative procedures and provide for guidance and assistance in the execution of the funded program.

**BE IT FURTHER RESOLVED** that any unspent funds available after this HUD-funded activity is completed and closed out with HUD will hereby be returned to the unallocated lump sum account within Fund 218 to be reallocated to suitable new activities by Council at a later date.

**FINALLY, BE IT FURTHER RESOLVED** that the funding award appropriated within this resolution will be provided as a grant to the Department of Parks & Recreation, a component of the City of Charlottesville municipal government ('subrecipient'), and shall be utilized by the subrecipient solely for the purpose stated within their approved Scope of Work. The City Manager is hereby authorized to enter into a Memorandum of Understanding (MOU) with the subrecipient named herein as deemed advisable, to ensure that the grants are expended for their intended purposes and in accordance with applicable federal and state laws and regulations.

## **CITY MANAGER REPORT**

Mr. Sanders presented his quarterly Work Plan update and stated that he would post a copy to the transparency portal on the city website.

## **ACTION ITEMS**

### **7. PUBLIC HEARING and RESOLUTION of Appropriation to Amend the FY25 Budget - \$27,851,605.84 (layover)**

Director of Finance, Chris Cullinan, introduced the item. To close the City's financial records for the year, several year-end adjustments to various accounts require City Council action, following completion of the audit for Fiscal Year (FY) 2024. These adjustments are to carry over unspent funds from the last fiscal year to the current fiscal year. These carry overs are the result of either previous City Council policy direction or requirements associated with the funds. The public hearing notice ran in The Daily Progress on January 25.

Mr. Sanders stated that he is not making a recommendation for allocation of all surplus funds at this time, pending further clarification after federal administration changes and State of Virginia funding decisions. He proposed that funds be directed into the CIP Contingency Fund until future decisions can be made for allocation.

Mayor Wade opened the public hearing. With no speakers coming forth, he closed the public hearing. Council agreed unanimously to lay the item over to the February 18 consent agenda for second reading and vote.

### **8. RESOLUTION: Citywide Bicycle Infrastructure Program**

Ben Chambers, Transportation Planning Manager, presented a report on citywide bicycle infrastructure. In 2024, Neighborhood Development Services and the Office of Sustainability partnered to develop a program around electric bicycles, to support mobility options and promote sustainable transportation. This program, which includes the recently launched pilot program that would put vouchers for e-bikes in the hands of City residents, is part of a larger effort to expand opportunities for biking to be a useful mode of transportation in Charlottesville. Major projects are underway and coming in the near future that will be a part of that effort, coordinated with a strategy that aims to make travel choices in the community safer for all users.

Promoting e-biking in Charlottesville is one method of expanding safe and reliable transportation options for residents. It supplements the Safer Streets Strategy, which is a multi-phase effort to deploy safety improvements, lower speed limits, and develop new citywide transportation plans and policies.

**a. REPORT on Citywide e-Bike Program**

Tommy Safranek, Bicycle and Pedestrian Coordinator, spoke about the benefits of e-Bikes, about expanding access to e-bikes; making biking a more realistic mode choice for more people; providing educational resources about maintenance, safe riding and new places to ride; shopping at local bike shops; the opportunity for taking climate action toward electrification; and multiple options for deploying subsidies, grants and policies to test and use together to compound success...

Regarding the e-Bike Voucher Pilot Program, Mr. Safranek stated that 25 vouchers in the amount of \$1,000 will be distributed each quarter for four quarters. He described the e-Bike reservation program available for staff use and about other supportive programs around the city.

**b. RESOLUTION creating the e-Bike Grant Program fund and appropriating \$150,000 in existing funds from the Bicycle Infrastructure capital fund and Climate Action Fund (layover)**

Mr. Chambers addressed equity issues around e-Bike affordability. Council unanimously agreed to lay the appropriation resolution over to the February 18 consent agenda.

**9. RESOLUTION: Safe Routes to School Program**

Kyle Rodland, Safe Routes to School Coordinator, reviewed the history of the SRTS program. He stated that the Covid pandemic was a pivotal moment that changed the nature of the program, broadened the relationship with the schools, and re-prioritized the program in capital improvement discussions.

**a. RESOLUTION appropriating \$229,803 for Safe Routes to School Program Non-Infrastructure Grants (layover)**

Council unanimously agreed to lay the appropriation resolution over to the February 18 consent agenda.

**COMMUNITY MATTERS (2)**

Mayor Wade opened the floor for comments from the public. There were no speakers.

**ADJOURNMENT**

On motion by Pinkston, seconded by Snook, Council voted unanimously to adjourn the meeting at 8:40 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council



## CHARLOTTESVILLE CITY COUNCIL SPECIAL MEETING MINUTES

### School Board / City Council Joint Budget Work Session

February 10, 2025 at 5:00 p.m.

Walker Upper Elementary School Cafeteria, 1564 Dairy Road, Charlottesville, VA

The February 10, 2025, joint work session of the Charlottesville City Council and the Charlottesville City School Board was called to order by Chair Emily Dooley.

Deputy School Board Clerk Leslie Thacker called the roll for School Board members, establishing a quorum, and Clerk of Council Kyna Thomas called the roll for City Council, noting the following members present: Mayor Juandiego Wade, Vice Mayor Brian Pinkston, and Councilors Natalie Oschrein and Lloyd Snook. Councilor Michael Payne requested to attend electronically but was unable to join the meeting because of technical difficulties; he was inaudible to in-person attendees.

Without objection the proposed agenda was approved.

Dr. Royal Gurley, Superintendent of Charlottesville City Schools, presented the City Schools Fiscal Year (FY) 2025-2026 budget development update. He presented budget priorities in the areas of 1) increasing academic achievement; 2) providing a culture of safety, wellness and belonging; 3) supporting staff; and 4) ensuring effective and efficient operations. Regarding the Schools Operating Budget, he covered the topics of staff allocation, collective bargaining, salaries and benefits, City maintenance contract, CATEC (Charlottesville Area Technical Education Center) operations, and support for English learners. Dr. Gurley also reported on School Capital Projects needs and emphasized the need for a dedicated project manager to focus on managing school CIP (Capital Improvement Plan) projects to completion.

City Manager Samuel Sanders, Jr. introduced the following discussion topics:

- Budget to Actuals for FY2022-2024
- Agreements for services between Schools and the City
- Evaluation of the funding formula
- Long-term capital needs

Krisy Hammill, Director of Budget, added context about the formula used to fund schools from the City's budget. Michael Goddard, Deputy Director of Public Works, described some of the challenges facing school infrastructure project requests and maintenance needs.

Dr. Gurley and School Board members answered clarifying questions for Council about urgent items from a recent safety audit report being included in the budget request and about fundraising amounts for lighting around the high school track. Vice Mayor Pinkston expressed a desire for future discussion of an assessment of school CIP priorities.

Responding to a question from Chair Dooley, Mr. Sanders stated his intention to convene a small group of city staff to review the existing service agreements with City Schools to determine how to modify, combine and strengthen the agreements. He stated that this evening's conversation informed him and he will work through next steps with staff, while being considerate of City Council priorities, and there may be a joint work session during the summer.

Chair Dooley opened the floor for comments from members of the community and the following individual spoke:

- Peter Davis, teacher at Charlottesville High School, spoke about the need for school modernization and finding ways to complete projects in a timely manner.
- Ms. Dooley acknowledged School Board receipt of a letter from Mr. Allen Wong.

Ms. Dooley made closing remarks, announcing future meeting dates for the School Board.

The meeting adjourned at 6:26 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

DRAFT



**CHARLOTTESVILLE CITY COUNCIL SPECIAL MEETING MINUTES**  
**February 11, 2025 at 8:15 a.m.**  
**Council Chamber, 605 E Main St, Charlottesville, VA 22902**

The Charlottesville City Council convened in a special meeting on Tuesday, February 11, 2025.

Mayor Juandiego Wade called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting the following councilors present: Mayor Juandiego Wade, Vice Mayor Brian Pinkston, and Councilors Natalie Oschrein and Lloyd Snook. Having established a physical quorum, Council considered a request from Councilor Payne to participate electronically. Pursuant to Council's adopted procedures and in compliance with the Virginia Freedom of Information statute for meeting participation through electronic communication means, Mr. Payne participated from his home in Charlottesville because of recovery from illness. On motion by Pinkston, seconded by Snook, Council unanimously approved electronic participation by Councilor Payne.

Pursuant to section 2.2-3712 of the Virginia Code, Vice Mayor Pinkston moved that City Council close the open meeting and convene in a closed session, as authorized by Virginia Code Section 2.2-3711(A)(1) for discussion, consideration, or interviews of prospective candidates for employment. The motion was seconded by Councilor Snook and passed unanimously. Mr. Payne was present electronically for the duration of the closed meeting; however, because of technical difficulty he was unable to re-join the open meeting.

On motion by Pinkston, seconded by Snook, Council certified by the following vote: 4-0 (Ayes: Oschrein, Pinkston, Snook, Wade; Noes: none; Absent: Payne), 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.

On motion by Snook, seconded by Pinkston, Council voted unanimously to adjourn the meeting at 9:45 a.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council



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



Agenda Date:	February 18, 2025
Action Required:	Public hearing and approval of 1st reading of appropriation resolution.
Presenter:	Chris Cullinan, Director of Finance, Samuel Sanders, Jr., City Manager
Staff Contacts:	Chris Cullinan, Director of Finance
Title:	<b>Resolution of Appropriation to Amend the FY25 Budget - \$27,851,605.84 (2nd reading)</b>

**Background**

The audit for Fiscal Year (FY) 2024 has been completed. To close the City's financial records for the year, several year-end adjustments to various accounts require City Council action. These adjustments are to carry over unspent funds from the last fiscal year to the current fiscal year. These carry overs are the result of either previous City Council policy direction or requirements associated with the funds.

**Discussion**

The total combined General Fund fund balance increased from \$71.4 million at the end of FY23 to \$74.2 million at the end of FY24. When restricted uses of fund balance are netted out (including the City's 17% fund balance policy), the General Fund finished with \$22,386,718 of unrestricted (surplus) funds in fund balance. This amount represents 9.8% of the total amount of the FY24 Adopted Budget.

Overall, General Fund revenues performed \$12.5M above budget. Top performing revenues compared to budget include (amounts shown above budget):

Real Estate Taxes = \$3.5  
Interest = \$2.9M  
Personal Property Taxes = \$1.7M  
Business Licenses = \$1.2M  
Meals Taxes = \$1.0M  
Sales Taxes = \$0.8M

Real Estate Taxes performed above projections as real estate prices in the City continued to increase. Interest Income from the City's investment of its idle cash also performed significantly above budget projections as a result of continued high interest rates. Locally sourced revenues (Personal Property Taxes, Business Licenses, Meals Tax, Sales Tax) continued to perform better than projected.

Generally, City departments spent less than budgeted. Similar to previous years, the majority of savings were in salaries and benefits. Citywide salary and benefit savings totaled approximately \$5.9M with the largest savings coming from Public Works, Police, Parks and Recreation, and Neighborhood Development Services. A secondary effect of vacant positions is additional savings from fewer purchases of related supplies, equipment, tools, etc used by employees in those positions.

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

This agenda item aligns with the Strategic Outcome Area of Organizational Excellence.

### **Community Engagement**

This agenda item includes a public hearing and is the first reading of this appropriation.

### **Budgetary Impact**

Funds from the year-end surplus are considered to be a one-time revenue and should be used for one-time uses or projects. The recommended uses are either one-time in nature and/or follow the City's Financial Management Policies.

### **Recommendation**

The FY24 year end appropriation totals approximately \$27.9M, grouped in to four categories:

General Fund	\$25,148,989.92
Facilities Repair Fund	\$24,487.68
Grants Fund	\$11,382.24
Schools Gainsharing	\$2,666,746.00
TOTAL	\$27,851,605.84

Details for each of these categories are listed below.

#### **1. General Fund = \$25,148,989.92**

The General Fund amount includes two post-audit field work adjustments as well as the recommendation that all surplus funds be transferred to the Capital Improvements Contingency per the City's Financial Management Policies.

A. Interest income due to Utility Funds	\$489,080.15
B. Funds Transfer for Previously Appropriated Commitments	\$2,273,192.00
C. Surplus Funds above the 17% Fund Balance Policy to be transferred to CIP Contingency	\$22,386,718.77
<b>TOTAL</b>	<b>\$25,148,989.92</b>

In addition to these recommendations for the General Fund, several carry over appropriations listed below are needed to close the books for the fiscal year.

2. Facilities Repair Fund = \$24,487.68.

Unspent restricted courts fees for Courthouse maintenance and construction will be carried over in the Facilities Repair Fund.

3. Grants Fund = \$11,382.24.

Unspent State Fire Grant funds to be used for qualifying expenditures.

4. Schools Gainsharing = \$2,666,746.00

For the year ending June 30, 2024, \$2,666,746.00 will be returned to the City as per the terms of the Gainsharing Agreement. The funds will be deposited in the City's CIP Contingency account.

**Alternatives**

Amend the recommendations and/or amounts.

**Attachments**

1. FY24 Year End Appropriation

**RESOLUTION**  
**To Amend the City Budget Adopted for Fiscal Year 2025 (“Year End” Appropriation)**  
**\$27,851,605.84**

WHEREAS the Charlottesville City Council has received and reviewed the results of the year-end audit for Fiscal Year 2024, which identified a surplus of appropriations over expenditures; and

WHEREAS the City Council desires to amend the budget previously adopted for Fiscal Year 2024, to increase the amount of authorized expenditures by a total of \$27,851,605.84 and, since this Budget Amendment exceeds one percent (1%) of the total expenditures shown in the currently-adopted budget, City Council conducted a public hearing on the proposed amendment following public notice given in accordance with Virginia Code §15.2-2507(A); now, therefore,

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the expenditures hereinafter set forth are hereby authorized and appropriated within the accounts of the City for the uses listed below, for the Fiscal Year ending June 30, 2024. The details explaining the purposes for which the following expenditure amounts are authorized, shall be as set forth within the City Council agenda memo dated February 3, 2025, which agenda memo is incorporated into this Resolution by reference.

**I. GENERAL FUND.**

The following amounts shall be permitted to be carried over and expended in the General Fund’s respective cost centers or internal orders in the following fiscal year and shall remain as continuing appropriations unless further altered by Council:

Interest income due to Utility Funds	\$489,080.15
Funds Transfer for Previously Appropriated Commitments	\$2,273,192.00
Surplus Funds above the 17% Fund Balance Policy to be transferred to CIP Contingency	\$22,386,718.77
<b>Total Section I</b>	<b>\$25,148,989.92</b>

**II. FACILITIES REPAIR FUND.**

Courthouse Maintenance (P-00099) - \$10,140.18 - These unspent restricted court fees will be used for future court repair work or records conversion. The amount will be carried over in the Facilities Repair Fund.

Courthouse Construction (P-00783) - \$14,347.50– These unspent restricted court fees will be used for future renovations or construction projects relating to the courts and will be carried over in the Facilities Repair Fund.

<b>Total Section II.</b>	<b>\$24,487.68</b>
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### **III. GRANTS FUND.**

These funds were received from outside sources and are being appropriated to be spent by the respective grants:

\$11,382.24 – these funds will be used for additional qualifying State Fire Grant expenditures (1900010).

**Total Section III.**

**\$11,382.24**

### **IV. SCHOOLS GAINSHARING.**

In 1998, the School Board and City Council entered into a gainsharing agreement. This agreement mandates that the first \$100,000 to go to facilities for School Capital Improvement Projects, the next \$100,000 is retained by the Schools in the General Fund and then any amount over \$200,000 will be shared equally (50/50) between the School Board and the City.

For the year ending June 30, 2024, \$2,666,746.00 will be returned to the City as per the terms of the agreement. The funds will be deposited in the City's CIP Contingency account.

**Total Section V.**

**\$2,666,746.00**

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



Agenda Date:	February 18, 2025
Action Required:	Resolution to create a new fund and appropriate existing funds for e-bike programs
Presenter:	Ben Chambers, Transportation Planning Manager
Staff Contacts:	Ben Chambers, Transportation Planning Manager Thomas Robert Safranek
Title:	<b>Citywide Bicycle Infrastructure Program: Resolution creating the E-Bike Grant Program fund and appropriating \$150,000 in existing funds from the Bicycle Infrastructure capital fund and Climate Action Fund (2nd reading)</b>

**Background**

In 2024, Neighborhood Development Services and the Office of Sustainability partnered to develop a program around electric bicycles, to support mobility options and promote sustainable transportation. This program, which includes the recently launched pilot program that would put vouchers for e-bikes in the hands of City residents, is part of a larger effort to expand opportunities for biking to be a useful mode of transportation in Charlottesville. Major projects are underway and coming in the near-future that will be a part of that effort, coordinated with a strategy that aims to make travel choices in the community safer for all users.

**Discussion**

Promoting e-biking in Charlottesville is one method of expanding safe and reliable transportation options for residents. It supplements the Safer Streets Strategy, which is a multi-phase effort to deploy safety improvements, lower speed limits, and develop new citywide transportation plans and policies.

The first phase of this strategy provides safer facilities through on-going projects and new temporary tests, paired with lowered speed limits on local neighborhood streets. This approach will create a larger network of lower-stress opportunities for biking and walking. By promoting e-bike usage in the City, this lower-stress network is even more valuable and potentially impactful to new riders, as e-bikes provide an additional level of confidence and speed, particularly on hills.

The second phase of the Safer Streets Strategy will include both corridor-level restriping plans for Framework Streets (the larger arterials connecting neighborhoods) and development of a citywide transportation plan. Both represent opportunities to expand a network of protected biking facilities.

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

Promoting safe and reliable mode options for transportation is a key element of the City's strategic framework and comprehensive plan. Promoting e-bikes and building biking infrastructure directly support that goal.

### **Community Engagement**

The e-bike voucher pilot has had over 1,000 residents sign-up. NDS has worked extensively with internal and external partners to promote the program, including an e-bike demonstration event in the Ting Pavilion.

Many opportunities will be available over the course of the next few years for the public to be engaged in transportation planning around biking. Much of this work will be developed in partnership with the Bicycle and Pedestrian Advisory Committee, which is open to all residents.

### **Budgetary Impact**

There is no impact to the General Fund, as the e-bike pilot programs is funded with existing funds.

### **Recommendation**

Staff recommends approval of the resolution to appropriate existing funds into a new fund dedicated to e-bike programs.

### **Alternatives**

If funds are not appropriated to a new e-bike program, NDS and Office of Sustainability will continue to collaborate and operate the program through existing fund centers.

### **Attachments**

1. E-bike fund resolution \$150,000

**RESOLUTION**  
**Appropriating funds to a new fund for electric bicycle programs**  
**\$150,000**

**WHEREAS** the expanded use of electric bicycles in the community provides a more sustainable transportation option, which meets the City’s transportation and climate action goals;

**WHEREAS** Council has appropriated funding for sustainability goals in the Climate Action Fund and for transportation goals associated with biking in the Bicycle Infrastructure capital fund;

**WHEREAS** revenues from the dockless mobility permit program are used as part of the Bicycle Infrastructure capital fund and are dedicated to expanding the use of bicycles in Charlottesville;

**AND WHEREAS** the City has pilot projects associated with electric bicycles that are coordinated between Neighborhood Development Services and the Office of Sustainability;

**BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$150,000 is hereby appropriated as follows:

**Transfer From:**

\$75,000	Fund: 426	I/O: 1000028	G/L Account: 599999
\$75,000	Fund: 426	WBS: CP-083	G/L Account: 599999

**Transfer To**

\$150,000	Fund: 426	WBS: TBD	G/L Account: 599999
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**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



Agenda Date:	February 18, 2025
Action Required:	Resolution for appropriation of grant funds
Presenter:	Kyle Rodland, Safe Routes to School Coordinator
Staff Contacts:	Kyle Rodland, Safe Routes to School Coordinator Ben Chambers, Transportation Planning Manager
Title:	<b>Safe Routes to School Program: Resolution appropriating \$229,803 for Safe Routes to School Program Non-Infrastructure Grants (2nd reading)</b>

**Background**

This is the 9th year that the Virginia Department of Transportation (VDOT) has awarded the City of Charlottesville with a Safe Routes to School (SRTS) Non-Infrastructure (Activities and Programs) Grant. This \$229,803 grant will be used to fund education, encouragement, evaluation and enforcement programs related to Safe Routes to School from October 2024 through December 2026. VDOT will provide \$183,843 in federal pass-through funding and require a 20% match of 45,960 from the City. The Non-Infrastructure Grant will also be used to fund a SRTS coordinator who works within the school division to promote and facilitate Safe Routes to School activities.

**Discussion**

In 2019, the City updated the Safe Routes to School (SRTS) Activities and Programs Plan (APP), a written document that outlines a community's intentions for enabling and encouraging students to engage in active transportation (i.e. walking or bicycling) as they travel to and from school. The plan details the number of students living within  $\frac{1}{4}$  to 2 miles of their school and demonstrates the potential benefits that can be accrued from a coordinate SRTS program (nearly 30% of students live within  $\frac{1}{2}$  mile of school and nearly 70% live within 1 mile of school). The SRTS APP was originally created through a team-based approach that involved key community stakeholders and members of the public in both identifying key behavior-related to barriers to active transportation and, using the four non- infrastructure related E's (education, encouragement, enforcement and evaluation) to address them.

The APP update reflects minimal changes from last year's plan, but emphasizes lessons learned since our Coordinator was hired in October 2016. The following short-term recommendations were developed to enhance the program:

- Institute bike riding, repair, and safety curriculum
- Develop a division-wide SRTS website
- Facilitate biking and walking incentive program
- Regularly host walk- and bike-to-school days

- Consistently host annual Bicycle Rodeos
- Conduct bike safety check
- Student Transportation Committee
- Expand the bike helmet give-away program
- Administer student travel tallies
- Keep records of participation in workshops, biking and walking trains, bike rodeos, afterschool clubs, and other events

The SRTS Activities and Programs Plan will continue to serve as a guiding document to assist in promoting, encouraging, and enabling walking and bicycling to school. The grant will allow the City to continue to fund part of the salary for the Safe Routes to School Coordinator and the supplies needed to implement the recommendations included in the APP. However, the SRTS program, since 2020 has evolved to include identifying and overseeing implementation of improvements within school zones. The coordinator position, its responsibilities, and its compensation, have outgrown the bounds of the APP-defined role and grant-funded salary limitations. Salary and benefits in excess of the award budget for personnel costs will be moved by journal entry to Neighborhood Development at the end of each quarter.

The grant requires a 20% cash match (\$45,960). We anticipate receiving additional in-kind donations from the Charlottesville Area Mountain Bike Club for bicycle fleet maintenance.

As a reimbursable grant, costs will be incurred in the State Grant Fund and reimbursed by VDOT.

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

This initiative supports Council's Vision to be a "Connected Community" ("the City of Charlottesville is part of a comprehensive, regional transportation system that enables citizens of all ages and incomes to easily navigate our community") and "America's Healthiest City" ("we have a community-wide commitment to personal fitness and wellness, and all residents enjoy our outstanding recreational facilities, walking trails, and safe routes to schools").

In addition, the project contributes to Goals 1 and 3 of the Strategic Plan, to be an inclusive, self-sufficient community and a healthy and safe city.

The initiative further implements recommendations within the Comprehensive Plan (2023), Bicycle and Pedestrian Master Plan (2015) and supports the City's Healthy Eating Active Living (HEAL) Resolution.

### **Community Engagement**

This grant application implements one of the programming recommendations included in the Bicycle and Pedestrian Master Plan (adopted 2015), which included significant public involvement. Further, city staff from Neighborhood Development Services worked with staff from the Thomas Jefferson Health District and Charlottesville City Schools (Physical Education and Pupil Transportation) to create a Safe Routes to School Task Force in 2016 that was responsible for outlining elements of the first city-wide Safe Routes to School Activities and Programs Plan (APP). The task force included representatives from city schools, community organizations, multiple city departments (NDS, Public Works, Parks and Recreation), as well as health and enforcement disciplines. The APP was

developed by the task force with input from parents (via Parent Survey) and further discussed/refined at public meeting in February 2016. The Bicycle and Pedestrian Advisory Committee provided feedback on the APP annually through the 2019 update that is the current guiding plan for the program. To continue to understand evolving needs of school transportation in Charlottesville, a parent survey will be conducted in the 2024-2025 school year to better understand some of the barriers and challenges of walking and biking school.

### **Budgetary Impact**

There is estimated to be approximately \$130,000 over two years to cover required match and personnel costs in excess of award budget. The total grant appropriation is \$229,803, which will be recorded and expensed from a grant fund. The grant match will be covered using funds previously appropriated within the Neighborhood Development Services operating budget.

### **Recommendation**

Staff recommends approval and appropriation of the grant funds.

### **Alternatives**

If grants funds are not appropriated, Safe Routes to School programming will continue in an ad-hoc fashion with assistance from community partners and parent volunteers.

### **Attachments**

1. SRTS Resolution \$229,803

**RESOLUTION APPROPRIATING FUNDS**  
**For Safe Routes to School Program (SRTS) Non-Infrastructure Grants**  
**\$229,803**

**WHEREAS**, the Safe Routes to School Program (SRTS) non-infrastructure grant, providing Federal payments for **education, encouragement, evaluation and enforcement** programs to promote safe walking and bicycling to school has been awarded the City of Charlottesville, in the amount of \$183,843;

**WHEREAS**, the two year SRTS award is a 80% reimbursement program requiring a 20% match of \$45,960. It will come from in kind donations and volunteer services from Charlottesville Area Mountain Bike Club and cash match from the City of Charlottesville in form of employee benefits.

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

Transfer From

\$45,960	Fund: 105	Cost Center: 390100100	G/L: 561209
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Transfer In

\$45,960	Fund 209	Cost Center: 3901008000	G/L: 498010
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Revenue

\$183,843	Fund: 209	Cost Center: 3901008000	G/L: 430120
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Expenditure

(expenditures and salary)

\$104,000	Fund: 209	Cost Center: 3901008000	G/L: 519999
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\$ 79,843	Fund: 209	Cost Center: 3901008000	G/L: 599999
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**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$183,843 from the Virginia Department of Transportation.

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



<b>Agenda Date:</b>	February 18, 2025
<b>Action Required:</b>	Approve Appropriation of Reimbursement
<b>Presenter:</b>	Michael Goddard, Facilities Development Manager
<b>Staff Contacts:</b>	Stewart Harding
<b>Title:</b>	<b>Resolution to Approve Reimbursement of \$285,861.38 for Buford/Charlottesville Middle School project (1 of 2 readings)</b>

**Background**

Charlottesville City Schools requested additional access controls and vape sensors to be installed in the single occupancy bathrooms at the new Buford/Charlottesville Middle School. This request was made once the construction was in process, and was therefore not included in the base design or bid price. As such, this had to be procured as a Change Order to the main contract with the General Contractor (Nielsen Builders, Inc).

The cost for this additional work is as follows:

- CO#14 – PCO 087 - Provide Vape Sensors at 54 Student Bathrooms: \$189,830.34
- CO#15 – PCO 088 – Provide Access Controls at 14 ADA Bathrooms: \$96,031.04

It was agreed that Charlottesville City Schools would pay for this additional scope of work independently of the main project budget.

At the time of request, Nielsen Inc was in the process of “closing in” walls and ceilings in these locations. In order to install said access control systems and vape sensors, wiring had to be installed in the walls before they were closed in.

In order not to impact the construction schedule it was decided that the Change Order would be approved to proceed, and then the funds would subsequently be reimbursed from Charlottesville City Schools into the project budget.

**Discussion**

A check in the amount of \$285,861.38 (check ref#401822) was sent from Charlottesville City Schools and processed on November 22, 2024. We are requesting that this \$285,861.38 be appropriated into the Buford/Charlottesville Middle School project fund (P-01012).

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

This request supports the City Council's Strategic Outcome Areas of Education, Public Safety, Partnerships and Organizational Excellence.

### **Community Engagement**

N/A

### **Budgetary Impact**

Transfer of \$285,861.38 from Charlottesville City Schools into Buford/Charlottesville Middle School project fund (P-01012).

### **Recommendation**

Funds have been expensed from the Facilities Capital Projects Lump Sum Account (P-01012) and the reimbursement is intended to replenish the project budget for a portion of those expenses.

### **Alternatives**

City Council could decline this recommendation. This will then deplete the project budget contingency by \$285,861.38.

### **Attachments**

1. PCO 087-R2 All work required to provide Halo Vape Sensors in Bathrooms - signed
2. PCO 088-R3 Provide Access Control Equipment for Specific Doors per Owner's Request - signed
3. Appropriation-CCS Funds for Buford Middle School Project

## GENERAL CONTRACTOR ESTIMATE FOR CHANGE ORDER

DGS-30-200

(Rev. 03/16)

GC-1

Project Code: IFB#23-59  
 Agency: Charlottesville City Schools  
 Project: Charlottesville Middle School

General Contractor: Nielsen Builders, Inc.  
 Change Description: PCO 087-R2 All work required to provide Halo Vape Sensors in Bathrooms

GENERAL CONTRACTOR DIRECT COSTS													
Scope Description		Direct Labor				Direct Material				Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Qty Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01					\$0.00				\$0.00				\$0.00
1.02					\$0.00				\$0.00				\$0.00
1.03					\$0.00				\$0.00				\$0.00
1.04					\$0.00				\$0.00				\$0.00
1.05					\$0.00				\$0.00				\$0.00
1.06					\$0.00				\$0.00				\$0.00
1.07					\$0.00				\$0.00				\$0.00
1.08					\$0.00				\$0.00				\$0.00
1.09	Subtotal from Estimate Continuation Sheets				\$0.00				\$0.00				\$0.00
1.97	Subtotal (S/T) Direct Costs:			Subtotal Labor	\$0.00			Subtotal Material	\$0.00			Subtotal Equipment	\$0.00
1.98	Taxes/Insurance:		FICA, FUI, SUI, & Workmens' Comp. 42.00%	% of Labor	\$0.00			Sales Tax	\$0.00			Sales Tax	
1.99	Total Direct Costs			Total Labor	\$0.00			Total Material	\$0.00			Total Equipment	\$0.00

SUBCONTRACT COSTS		
Item No.	Subcontractor Name (List totals from attached SC-1 forms)	Total Cost
A	B	C
2.01	Moore's Electrical & Mechanical	\$170,864.39
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.99	Total Subcontract Costs	\$170,864.39

SUMMARY			
Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	\$0.00
3.02	Total Direct Material Cost	Item 1.99J	\$0.00
3.03	Total Equipment Cost	Item 1.99L	\$0.00
3.04	Subtotal	3.01+3.02+3.03	\$0.00
3.05	Overhead and Profit* (%)	15.00%	\$0.00
3.06	Subtotal	3.04+3.05	\$0.00
3.07	Subcontractor Cost	Item 2.99	\$170,864.39
3.08	GC Markup on Subcontractors**	10.00%	\$17,086.44
3.09	Subtotal	3.06+3.07+3.08	\$187,950.83
3.10	Additional Bond Cost		\$1,879.51
3.99	Total Change Order Cost	(3.09+3.10)	\$189,830.34

Name: Rocky Moulton

Signature:

Title: Senior Project Manager

Date: Wednesday, September 25, 2024

I have reviewed the costs proposed and find them to be reasonable (as proposed) (as marked).

A/E Signature:

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

\*Limited to 15% on self-performed work.

\*\*Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. See Mark-up limitations for a more detailed description.

September 24, 2024

**To:** Nielsen Builders  
3588 Early Rd,  
Harrisonburg, VA 22801

**Attention:** Rocky Moulton

**Reference:** Charlottesville Middle School IFB# 23-59

**Subject:** CO-22 Halo 3C Device Installation

Rocky,

You will find our scope of work, clarifications and total costs associated with CO-22 Halo 3C Device Installation as directed in an email dated 9/10/24. Total cost for material and labor is:

**\$170,864.<sup>39</sup>**

**Scope**

1. Moore's will provide control raceway to accessible ceiling for 54 total Halo 3C locations.
2. Please refer to PAVION's scope letter for detailed equipment provided with this change.
3. Moore's will provide all electrical raceway and back boxes per the directions in the email dated 9/10/24.

**Clarifications**

1. We have priced this change with regular working hours and conditions.
2. Moore's provided a breakdown of raceway labor and material associated with this Halo 3C Device change.
3. Moore's added hours for room mockup per direction of owner.
4. We provided a quote from PAVION for the equipment and material needed for this Halo 3C Device change.
5. Pavion provided Halo 3C Device product data with this change. Please see attachments.
6. Please refer to PAVION's scope letter for detailed exclusions, inclusions, and Halo 3C device locations.
7. We excluded the following (By Others) – Demo of any kind, Drywall, Painting, Wall framing, Ceilings of any kind, Acoustical caulk, and Firestopping of any kind.
8. We excluded any extra electrical circuits in the IT room for this change. Upon request, we will provide any necessary circuits on a T&M basis.
9. We excluded any Demo of existing conduits in the rooms already roughed in. Upon request, we will provide any demo on a T&M basis.
10. We did our takeoff by an email dated 9/10/24. No drawings were issued with this change, only room numbers given to us.

We reserve the right to re-price this change order for errors and omissions. If you have any questions about this change order, please do not hesitate to contact me.

Submitted by:  
*James Bennett*  
James Bennett  
Project Manager

*7 attachments*



# CHANGE PROPOSAL

**Moore's Electrical & Mechanical, Inc.**  
Commercial Construction Services  
1125 Stoney Ridge Rd  
Charlottesville, VA 22902

**Moore's #** 22  
**Date:** 9/24/2024  
**Project Name:** Charlottesville Middle School  
**Project Number:** CEC230010  
**Page Number:** 1

Client Address:

**Nielsen Builders**  
Contact: Rocky Moulton  
3588 Early Rd  
Harrisonburg, VA 22801

---

## Work Description

---

CO-022 Halo 3C Device Installation

We reserve the right to correct this quote for errors and omissions.

This quote covers direct costs only and we reserve the right to claim for impact and consequential costs.

This price is good for acceptance within **10** days from the date of receipt.

We request a time extension of **3** days.

We will supply and install all materials, labor, and equipment as per your instructions in **an email dated 9/10/24 from Heath Knott.**

---

## Itemized Breakdown

---

Description	Qty U	Net Price	Total Mat.	Labor U	Total Hrs.
3/4" EMT	540 C	163.72	884.09	5.63 C	30.40
3/4" EMT STL SS CONN	108 C	68.84	74.35	12.47 C	13.47
3/4" PLASTIC BUSHING	108 C	17.52	18.92	4.44 C	4.80
4" OCT BOX 1-1/2 D 3/4 KO	54 C	321.71	173.72	26.15 C	14.12
4" OCT CONC RING COVER	54 C	1,683.07	908.86	3.85 C	2.08
GROUNDING SCREW #973	54 C	17.28	9.33	3.28 C	1.77
1"x10 S-TAP SCREW	270 C	10.49	28.32	3.85 C	10.40
512HDBP DEEP T-BAR BOX HNGR 24"	54 C	1,718.64	928.07	18.14 C	9.80
512HDXT DEEP T-BAR EXT HNGR	54 C	551.40	297.76	6.71 C	3.62
515 T-BAR FIXTURE CLIP	54 C	86.03	46.46	6.71 C	3.62
BITS (CARBIDE)	1 E	388.40	388.40	0.00 E	0.00
BLADES	2 E	88.40	176.80	0.00 E	0.00
ROOM MOCK UP	20 C	260.00	52.00	1.38 E	27.60
<b>Totals</b>	<b>1,373</b>		<b>3,987.07</b>		<b>121.67</b>

---

## Summary

---

General Materials		3,987.07
Material Tax (@ 5.300 %)		211.31
<b>Total Material</b>		<b>4,198.38</b>
JOURNEYMAN (121.67 Hrs @ \$52.00)		6,326.84
FOREMAN @ 25% (30.42 Hrs @ \$55.00)		1,673.10

**CHANGE PROPOSAL**

CHANGE PROPOSAL

Moore's Electrical & Mechanical, Inc.  
Commercial Construction Services  
Charlottesville, VA 22902

Client Address:  
**Nielsen Builders**  
3588 Early Rd  
Harrisonburg, VA 22801

Moore's # 22  
Date: 9/24/2024  
Project Name: Charlottesville Middle School  
Project Number: CEC230010  
Page Number: 2

Summary (Cont'd)		
CO-ADMINISTRATION	(6.00 Hrs @ \$55.00)	330.00
Labor Burden	(@ 19.000 %)	1,582.69
<b>Subtotal</b>		<b>14,111.01</b>
Overhead	(@ 15.000 %)	2,116.65
<b>Subtotal</b>		<b>16,227.66</b>
HALO 3C CONTROLS	(\$152,945.00 + 0.000 % + 0.000 % + 0.000 %)	152,945.00
<b>Subtotal</b>		<b>169,172.66</b>
Bond	(@ 1.000 %)	1,691.73
<b>Final Amount</b>		<b>\$170,864.39</b>



7272 Jackson Avenue  
Mechanicsville, VA 23111  
Joseph Huff 804-640-7120

# Charlottesville City Schools

## Change order for Buford Middle School

### CO for Vape Sensor Wiring

Quote # 202409-39968  
9 September 2024

**Contact:**  
James Bennett  
**Phone:**  
(434) 546-0917

**Electrical Contractor:**  
**Email:**  
jbennett@mooreselectric.com

Pavion is pleased to provide this quote which is based upon all known information and requirements that were provided to us. Any deviation from plans, specifications, or addendums is unintended. Corrections must be supplied for a change in quoted price.

Pavion will supply and install equipment necessary to add the (54) Halo Vape Sensors and associated Network Drops as described in email from James Bennett on 9/5/2024.

Provide Halo Vape Sensor (see attached) centered on the toilet in rooms as listed below to include backbox with cover plate, raceway (if needed) to accessible ceiling , low voltage cable run to closest IT closet terminated at both ends.

#### VAPE SENSORS (54 TOTAL)

Level 1 B – 1707-1, 1707-2, 1707-3, 1707-4, 1707-5, 1707-6, 1707-7, 0705-1, 1705-2, 1705-3, 1705-4, 1705-5, 1705-6, 1705-7, - (14 TOTAL)  
Level 2 C – 2609-1, 2609-2, 2609-3, 2609-4, 2609-5, 2609-6, 2609-7 - (7 TOTAL)  
Level 2 D – 2201-1, 2201-2, 2201-3, 2201-4, 2201-5 - (5 TOTAL)  
Level 3 C – 3611-1, 3611-2, 3611-3, 3611-4, 3611-5, 3611-6, 3611-7 - (7 TOTAL)  
Level 3 E – 3043-1, 3043-2, 3043-3, 3043-4, 3043-5, 3043-6, 3306-1, 3306-2, 3306-3, 3306-4, 3306-5, 3306-6 - (12 TOTAL)  
Level 3 F – 3511-1, 3511-2, 3511-3, 3511-4, 3511-5, - (5 TOTAL)  
Level 4 C – 4613-1, 4613-2, 4613-3, 4613-4 - (4 TOTAL)

Cage Code: 0F4N9

DUNS: 053380457

DCJS: 11-3672

### Change Order Quote

Item #	Manufacturer	Qty	Model	Description
	Equipment			
1	Comprehensive/ADI	7	PP24P6	Comprehensive PP24P6 24 Port Cat6 Patch Panel
2	On-Q/ADI	3	AC346025	On-Q AC346025 CAT6 Ez RJ45 Connector, 25-Pack
3	Genetec	1	GSC-IIOT	1 Industrial IoT plugin. Allows connection to one of the following protocols: BACnet, Modbus, OPC Client, HTTP Server, MQTT Client, SNMP, TCP Server. 1 additional GSC-IIoT part is required per additional protocol used at a time. Unlimited data point connections and IoT support (BACnet, Modbus, OPC Client, HTTP Server, MQTT Client, SNMP, TCP Server)
4	IP Video	54	HALO-V3.00C	HALO IoT Smart Sensor 3C
5	IP Video	54	HALO-V3.00C-BACKBOX	Back box is required any time there is a wire mold or conduit connection to the HALO-3C or HALO-3C-PC
6	IP Video	54	HALO-CLOUD-1YR	Halo Cloud, 1 Year
7	IP Video	1	HALO-CLOUD-SETUP	HALO Cloud Setup
8	lot		Miscellaneous Consumables & Hardware	
9	lot		Cable	
	Professional Services			
10	e-copy only	4	Engineering	Submittal Book / Package
11	e-copy only	8	Engineering	Shop / Build-Set Drawings
12	e-copy only	4	Engineering	O&M Documentation
13	e-copy only	8	Engineering	As-Built Drawings
	Professional Services, Day-2			
14	Service	lot	MAINT-BASIC-1	Basic Maintenance & Warranty, 1 Year, No PM, Best Effort Service Level Objective

## Change Order Quote

	<b>Labor</b>		
L1	Pavion	342	Lead Tech (L)
L2	Pavion	16	Sr Engineer (E)
L3	Pavion	8	Job Specialty Labor 2 (D)
L4	Pavion	20	Proj Management (M)

<b>Summary of :</b>	<b>CO for Vape Sensor Wiring</b>	<b>Totals</b>
<b>Equipment</b>		<b>\$101,223.00</b>
<b>Misc Material &amp; Cable</b>		<b>\$5,247.00</b>
<b>Professional Services</b>		<b>\$46,140.00</b>
<b>Project Total, Excl Tax</b>		<b>\$152,610.00</b>
<b>Sales Tax : 6.00%</b>		<b>\$335.00</b>
<b>Project Total, with Tax</b>		<b>\$152,945.00</b>

\*sales tax is an estimation, actual tax will be calculated at time of invoice

### Notes:

- Pricing is based on work performed during normal business hours, in an unoccupied space.
- Item pricing shown is only for system purchase. Pricing of individual items or alternate configurations may differ.
- Shop Drawings will be produced within 4 weeks after receipt of CAD files. Proposal excludes payment for CAD or electronic drawings, which are required for production of shop drawings. Project documentation will be provided by electronic delivery only. Hard copies are available at an additional cost.
- Cabling will be installed using basic infection control protocol.
- Global Supply Chain Alert:** Unless noted, Pavion understands the specified equipment to be available at the time of this quote. If equipment becomes unavailable, we will seek reasonable substitute with comparable in-stock equipment to maintain project schedules. Pricing is subject to change as manufacturers are making rapid pricing adjustments to offset additional expense associated with supply chain disruptions. Any requested or required alteration or deviation from this quote resulting in additional costs will be executed only

### Exclusions

- Demolition of and/or labor to maintain any existing system.
- Backboxes, raceway, conduit, cable tray, j-hooks, sleeves, penetrations, and core drilling
- Painting & Patching. Pavion will make a best effort to minimize new holes necessary for cable installation.
- 120VAC power. EC is expected to provide circuits in quantity and locations as required for this work.
- Permit, Bond, and applicable sales tax.

### Payment Terms :

Progress Billing, on approved credit

<b>Purchase Order #</b>	<b>Date of Acceptance</b>
<b>Tax Exempt ID #</b>	<b>Print Name &amp; Title</b>
<b>Options Selected</b>	<b>Authorized Signature</b>

**Email Signed Proposal to:** [jhuff@pavion.com](mailto:jhuff@pavion.com)

*Contract Terms: Maintenance support will be provided as detailed in the customer-selected Basic, Plus, or Elite maintenance plan which begins upon substantial project completion. All parts shall be free of any manufacturer defects and carry the specified manufacturer material warranty. Customer agrees that if payment is not made as specified in the conditions portion of this contract, they will pay interest at 3% per month plus reasonable fees needed in the collection of past due invoices. All price quotes reflect payments by cash, check, or wire transfer. Payment by credit card or other methods may incur additional charges that will be added to the invoice. Cancellation by customer will result in charges for labor, material restocking fees, and shipping. If customer is tax-exempt, they must provide the necessary identification number next to their acceptance of this proposal.*

*If customer is not tax-exempt, they assume all liability associated with the appropriate tax unless included in this proposal. All work is to be completed in a workman-like manner according to standard practices. Any alteration or deviation from this quote resulting in additional costs will be executed only upon approved written order. All agreements are contingent upon strikes, accidents, or delays beyond our control. Customer is to carry fire tornado and all necessary insurance. For a period of one year following the date of any order under this agreement, neither Pavion nor customer shall directly solicit employment or hire any employee of the other who is directly involved in the performance of this agreement. This proposal may be withdrawn by us if not accepted within 07 days. Material is FOB destination.*

## INTRODUCING THE **NEW** HALO Smart Sensor 3C

Multifunctional vape detection, safety, air quality, and environmental monitoring device.

HALO 3C builds on IPVideo Corporation's industry leadership in the detection of health, safety and security concerns in areas where privacy is paramount, such as bathrooms. Major new features include a "halo" of multicolored LEDs, motion detection, panic button support and easier installation. These add to existing features of gunshot detection, noise alerts and emergency keyword alerts.



### EMERGENCY ALERT LIGHTING & AUDIO

HALO 3C literally includes a "halo" of multicolored LEDs that can be programmed to provide different lighting effects and colors, triggered by different events. Unique colors can be used for different alerts such as purple for Air Quality or red for temperature. The lights are projected onto the ceiling around the HALO for extended visibility and can be combined with configurable audio alerts.



### MOTION DETECTION

HALO 3C includes a motion sensor which can be used to trigger a time-based notification, if motion is detected in an area that is meant to be unoccupied, or before or after hours.



### OCCUPANCY AND PEOPLE COUNTING<sup>2</sup>

Identify how many people are within the HALO location and configure to alert on abnormalities.



### PANIC BUTTON<sup>1</sup>

In combination with HALO Cloud and the HALO Cloud App, Users can trigger email or mobile push notification alerts with IPVideo Corporation's iPanic™ panic button. Alerts provide monitoring staff with the names of HALO device(s) within range of the panic button.

Easy surface-mount installation with ability to power two units with a single cable run.

### ENHANCED HALO CLOUD AND NEW MOBILE APP



- Receive configurable email and push notifications triggered by sensor levels or panic buttons.
- Monitor events and sensor levels across your buildings in real-time.
- View analytics such as heat maps and event trend graphs.
- Download historical data for further analysis and reports.



## Key Features

1. Add-on option only available to HALO Cloud customers

2. Available in the HALO 3C-PC model only

### HEALTH



Health Index



Air Quality Index



Carbon Monoxide



Carbon Dioxide



Nitrogen Dioxide



Relative Humidity



Temperature



TVOC



Particulates



Chemicals

### SAFETY



Help  
(Spoken Keyword)



Emergency Alert  
Lighting



Panic Button<sup>1</sup>



Occupancy  
(People Counter)<sup>2</sup>



Gunshot



Aggression



Motion



Tamper

### VAPE



THC



Vape



Vape Masking



Smoking



**HALO Cloud enables staff to respond rapidly to vaping, environmental and safety events via real-time site-specific notifications. Allocate resources effectively with a range of analytics and reporting capabilities, aggregate data, and manage multiple devices across multiple sites.**

## REAL-TIME NOTIFICATIONS

HALO Cloud enables administrators to set up customized alerts via email and mobile app push notifications. Configuration options include event type(s), device list, recipient list and day-time notification windows.

## SITE-SPECIFIC ACCESS

HALO Cloud enables administrators and site managers to configure user access to HALO Cloud and the HALO App (including notifications) at a site (i.e. location) level.

## LIVE VIEW MAP

Enables users to view events detected by HALO devices on easy-to-use interactive maps providing faster resource allocation and response times.

## ANALYTICS

HALO Cloud Analytics enables users to define custom Event Heat Maps, Event Trend Graphs and Sensor/ Event Data Graphs offering insight into safety and air quality/ indoor environmental trends.

## DASHBOARD

The HALO Cloud Dashboard provides an at-a-glance view of the most recent events, current sensor levels, event hot spots, air quality levels, and system health status as well as two analytics tools: Heat Maps and Event Trend Graphs.

## LOGGING AND REPORTS

Download up to 3 months sensor and event data to satisfy reporting requirements to the board of education, local health department, OSHA or any requesting authority.

## MAINTENANCE AND SUPPORT

HALO Cloud provides the HALO Cloud Support Team with visibility into device status and the ability to remotely update device configuration and firmware version.

## SECURE

Utilization of AWS Certified and accredited computing environments and applications. Third-party penetration tests performed annually.

## SYSTEM HEALTH STATUS

Provides system administrators with a snapshot of device connection status minimizing downtime & lowering risk.



a Motorola Solutions Company

[www.halodetect.com](http://www.halodetect.com) | [info@ipvideocorp.com](mailto:info@ipvideocorp.com) | +1-631-969-2601

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HEALTH



SAFETY



VAPE

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## SUBCONTRACTOR ESTIMATE FOR CHANGE ORDER

SC-1

IFB Number: 23-59

General Contractor: Nielsen Builders

Project: Charlottesville Middle School

Subcontractor: Moore's Electrical & Mechanical, Inc.

Owner: City of Charlottesville

Subcontractor Trade: Electrical

Change Description: CO-022 Halo 3C Device Installation

SUBCONTRACTOR DIRECT COSTS											
Scope Description				Direct Labor				Direct Material		Direct Equipment	
Item No.	Description	Quantity	Qty Units	Direct Labor Hours Per Unit	Total Direct Labor Labor Hours	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F = C x E	G	H = F x G	I	J = C x I	K	L = C x K
1.01	General Materials	1.00			0.00		\$0.00	\$3,987.07	\$3,987.07		\$0.00
1.02	Journeyman	1.00		121.67	121.67	\$52.00	\$6,326.84		\$0.00		\$0.00
1.03	Foreman	1.00		30.42	30.42	\$55.00	\$1,673.10		\$0.00		\$0.00
1.04		0.00			0.00		\$0.00		\$0.00		\$0.00
1.05		0.00			0.00		\$0.00		\$0.00		\$0.00
1.06		0.00			0.00		\$0.00		\$0.00		\$0.00
1.07	Co-Administration	1.00		6.00	6.00	\$55.00	\$330.00		\$0.00		\$0.00
1.08		0.00			0.00		\$0.00		\$0.00		\$0.00
1.09	Subtotal from Estimate Continuation Sheets						\$0.00		\$0.00		\$0.00
1.97	Subtotal (S/T) Direct Costs:					Subtotal Labor	\$8,329.94	Subtotal Mat'l	\$3,987.07	Subtotal Equip.	\$0.00
1.98	Taxes/Insurance:			Labor Burden	19.00%	% of Item 1.97H	\$1,582.69	Sales Tax @ 5.3%	\$211.31	Sales Tax @ 5.3%	\$0.00
1.99	Total Direct Costs					Total Labor	\$9,912.63	Total Mat'l	\$4,198.38	Total Equip.	\$0.00

SUB-SUBCONTRACT COSTS		
Item No.	Sub-Subcontractor Name (List totals from attached SS-1 forms)	Total Cost
A	B	C
2.01	Bond	\$1,691.73
2.02	Pavion Quote	\$152,945.00
2.03		
2.04		
2.05		
2.06		
2.99	Total Sub-Subcontract Costs	\$154,636.73

SUMMARY			
Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	\$9,912.63
3.02	Total Direct Material Cost	Item 1.99J	\$4,198.38
3.03	Total Equipment Cost	Item 1.99L	\$0.00
3.04	Subtotal	3.01+3.02+3.03	\$14,111.01
3.05	Overhead and Profit	15%	\$2,116.65
3.06	Total Subcontractor Cost	3.04+3.05	\$16,227.66
3.07	Sub-Subcontractor Cost **	Item 2.99	\$154,636.73
3.99	S/C Cost Report'd to GC ***	3.06+3.07	\$170,864.39

Submitted By

Name: James Bennett

Signature: James Bennett

Title: Project Manager

Date: 9/24/2024

**Note:** Mark-up is capped in conformance with the provisions of Section 38(d) of the Construction Contract General Conditions.

\* Limited to 10% on self-performed work.

\*\* Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. Total mark-up on subcontracted work is calculated on the GC-1 form.

\*\*\* The subcontractor cost carried forward to GC-1 form does not include mark-up on sub-subcontractor costs. This mark-up is calculated on the GC-1 form. The GC and its subcontractors shall establish how the mark-up is to be distributed among the various subcontractors involved in the work.



## SUB-SUBCONTRACTOR ESTIMATE FOR CHANGE ORDER

DGS-30-208

(Rev. 03/16)

SS-1

<b>Project Code:</b> IFB# 23-59	<b>General Contractor:</b> Nielsen Builders, Inc.
<b>Agency:</b> City of Charlottesville	<b>Subcontractor:</b> Moore's Electrical & Mechanical, Inc.
<b>Project:</b> Charlottesville Middle School	<b>Sub-Subcontractor:</b> Pavion
	<b>Sub-Subcontractor Trade:</b> Access Control

**Change Description:** CO-022 Halo 3C Device Installation

SUB-SUBCONTRACTOR DIRECT COSTS													
Scope Description		Direct Labor				Direct Material				Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Qty Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	Halo 3 Sensors				\$0.00	54.00		\$1,432.75	\$77,368.50				\$0.00
1.02	Misc Material and Cable				\$0.00	1.00		\$4,587.15	\$4,587.15				\$0.00
1.03					\$0.00				\$0.00				\$0.00
1.04	Lead Tech	342.00		\$100.45	\$34,353.53				\$0.00				\$0.00
1.05	Project Management	20.00		\$100.45	\$2,008.90				\$0.00				\$0.00
1.06	SR Engineer	16.00		\$100.45	\$1,607.12				\$0.00				\$0.00
1.07	Job Specialty Labor 2	8.00		\$100.45	\$803.56				\$0.00				\$0.00
1.08					\$0.00				\$0.00				\$0.00
1.09	Subtotal from Estimate Continuation Sheets				\$0.00				\$0.00				\$0.00
1.97	Subtotal (S/T) Direct Costs:			Subtotal Labor	\$38,773.11			Subtotal Material	\$81,955.65			Subtotal Equipment	\$0.00
1.98	Taxes/Insurance:		FICA, FUI, SUI, & Workmens' Comp.	19.00%	% of Labor		Sales Tax	6.0%	\$4,900.00		Sales Tax		\$0.00
1.99	Total Direct Costs			Total Labor	\$46,140.00			Total Material	\$86,855.65			Total Equipment	\$0.00

SUMMARY			
Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	\$46,140.00
3.02	Total Direct Material Cost	Item 1.99J	\$86,855.65
3.03	Total Equipment Cost	Item 1.99L	\$0.00
3.04	Subtotal	3.01+3.02+3.03	\$132,995.65
3.05	Overhead and Profit* (%)	15.00%	\$19,949.35
3.99	Total Sub-Subcontractor		\$152,945.00

### Submitted By

Name: Joseph Huff

Signature: *Joseph Huff*

Title: Sr. Acct Executive

Date: 9/19/2024

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

\*Limited to 15% on self-performed work. See Mark-up limitations for a more detailed description.

## GENERAL CONTRACTOR ESTIMATE FOR CHANGE ORDER

DGS-30-200

(Rev. 03/16)

GC-1

**Project Code:** IFB#23-59  
**Agency:** Charlottesville City Schools  
**Project:** Charlottesville Middle School

**General Contractor:** Nielsen Builders, Inc.  
**Change Description:** PCO 088-R3 All work required to provide Access Control Equipment for Specific Doors per Owner's Request

GENERAL CONTRACTOR DIRECT COSTS													
Scope Description		Direct Labor				Direct Material				Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Qty Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	Schlage Trim LV9496T 06B 09-611 L583-363 630				\$0.00	14.00	each	\$74.00	\$1,036.00				\$0.00
1.02	Von Duprin - Electric Strike 6400 630				\$0.00	14.00	each	\$345.00	\$4,830.00				\$0.00
1.03					\$0.00				\$0.00				\$0.00
1.04	Frame Modifications by ASC				\$0.00	14.00	each	\$137.14	\$1,919.96				\$0.00
1.05					\$0.00				\$0.00				\$0.00
1.06					\$0.00				\$0.00				\$0.00
1.07					\$0.00				\$0.00				\$0.00
1.08					\$0.00				\$0.00				\$0.00
1.09	Subtotal from Estimate Continuation Sheets				\$0.00				\$0.00				\$0.00
1.97	Subtotal (S/T) Direct Costs:			Subtotal Labor	\$0.00			Subtotal Material	\$7,785.96			Subtotal Equipment	\$0.00
1.98	Taxes/Insurance: FICA, FUI, SUI, & Workmens' Comp. 42.00%			% of Labor	\$0.00			Sales Tax 5.3%	\$412.66			Sales Tax	
1.99	Total Direct Costs			Total Labor	\$0.00			Total Material	\$8,198.62			Total Equipment	\$0.00

SUBCONTRACT COSTS		
Item No.	Subcontractor Name (List totals from attached SC-1 forms)	Total Cost
A	B	C
2.01	Moore's Electrical & Mechanical	\$77,865.30
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.99	Total Subcontract Costs	\$77,865.30

SUMMARY			
Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	\$0.00
3.02	Total Direct Material Cost	Item 1.99J	\$8,198.62
3.03	Total Equipment Cost	Item 1.99L	\$0.00
3.04	Subtotal	3.01+3.02+3.03	\$8,198.62
3.05	Overhead and Profit* (%)	15.00%	\$1,229.79
3.06	Subtotal	3.04+3.05	\$9,428.41
3.07	Subcontractor Cost	Item 2.99	\$77,865.30
3.08	GC Markup on Subcontractors**	10.00%	\$7,786.53
3.09	Subtotal	3.06+3.07+3.08	\$95,080.24
3.10	Additional Bond Cost		\$950.80
3.99	Total Change Order Cost	(3.09+3.10)	\$96,031.04

Name: Rocky Moulton

Signature:

Title: Senior Project Manager

Date: Thursday, October 24, 2024

I have reviewed the costs proposed and find them to be reasonable (as proposed) (as marked).

A/E Signature:

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

\*Limited to 15% on self-performed work.

\*\*Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. See Mark-up limitations for a more detailed description.

October 22, 2024

**To:** Nielsen Builders  
3588 Early Rd,  
Harrisonburg, VA 22801

**Attention:** Rocky Moulton

**Reference:** Charlottesville Middle School IFB# 23-59

**Subject:** CO-23 Revision to Access Controls for Bathrooms

Rocky,

You will find our scope of work, clarifications and total costs associated with CO-23 Revision to Access Controls for Bathrooms in as directed in an email dated 10/15/24. Total cost for material and labor is:

**\$77,865.<sup>30</sup>**

**Scope**

1. Moore's will provide a raceway to accessible ceilings for 14-bathroom doors (Card reader and DPS). Strikes are provided by others.
2. Please refer to Pavion's scope letter for detailed equipment provided for the 14-bathroom doors.
3. Moore's will provide all electrical raceway and back boxes per the directions in the email dated 10/15/24.

**Clarifications**

1. We have priced this change with regular working hours and conditions.
2. Moore's provided a breakdown of raceway labor and material associated with this door change.
3. We provided a quote from PAVION for the equipment and material needed for this door change.
4. Please refer to PAVION's scope letter for detailed exclusions, inclusions, and door locations.
5. We excluded the following (By Others) – Doors, Door Hardware, Demo of any kind, Drywall, Painting, Wall framing, Ceilings of any kind, Acoustical caulk, and Firestopping of any kind.
6. We excluded any extra electrical circuits in the IT room for this change. We will provide any necessary circuits on a T&M basis.
7. We did our takeoff by email dated 10/15/24. We removed the door locks from our earlier proposal. Door Locks provided by others. No drawings were issued with this change only numbers given to us.

We reserve the right to re-price this change order for errors and omissions. If you have any questions about this change order, please do not hesitate to contact me.

Submitted by:  
*James Bennett*  
James Bennett  
Project Manager

*4 Attachments*

# CHANGE PROPOSAL

**Moore's Electrical & Mechanical, Inc.**  
Commercial Construction Services  
1125 Stoney Ridge Rd  
Charlottesville, VA 22902

**Moore's #** 23  
**Date:** 10/22/2024  
**Project Name:** Charlottesville Middle School  
**Project Number:** CEC230010  
**Page Number:** 1

Client Address:

**Nielsen Builders**  
Contact: Rocky Moulton  
3588 Early Rd  
Harrisonburg, VA 22801

## Work Description

CO-23 Access Controls for Bathrooms

We reserve the right to correct this quote for errors and omissions.

This quote covers direct costs only and we reserve the right to claim for impact and consequential costs.

This price is good for acceptance within **10** days from the date of receipt.

We request a time extension of **3** days.

We will supply and install all materials, labor, and equipment as per your instructions in **an dated 9/5/23**.

## Itemized Breakdown

Description	Qty U	Net Price	Total Mat.	Labor U	Total Hrs.
3/4" EMT	440 C	163.72	720.37	5.63 C	24.77
3/4" EMT STL COMP CONN	56 C	493.05	276.11	12.47 C	6.98
3/4" EMT STL COMP CPLG	28 C	109.45	30.65	7.60 C	2.13
1/2" PLASTIC BUSHING	28 C	12.90	3.61	4.44 C	1.24
3/4" PLASTIC BUSHING	56 C	17.52	9.81	4.44 C	2.49
1/2" STEEL FLEX	84 C	60.88	51.14	40.57 M	3.41
1/2" FLEX CONN	28 C	172.85	48.40	12.47 C	3.49
POLYTWINE	612 M	45.94	28.12	4.34 M	2.66
HANDY BOX 1 7/8"D W/ 3/4" KO	28 C	289.11	80.95	26.15 C	7.32
4" SQ 2 1/8"D W/ 3/4" KO	14 C	219.70	30.76	27.28 C	3.82
4" SQ 1G PL-RING 3/4	14 C	301.22	42.17	3.85 C	0.54
8.00x8.00x6.00 JBSC N1	14 E	23.56	329.84	1.33 E	18.62
1"x10 S-TAP SCREW	168 C	10.49	17.62	3.85 C	6.47
BB2-16T ADJ BOX BRACKET (11"-18")	14 C	340.46	47.66	3.28 C	0.46
BB2TSC CROC-LOK BOX MT BRKT	14 C	250.64	35.09	4.43 C	0.62
BB38D - 1/2"-1", EMT-MC STUD STRAP (2 1/8" BC	28 C	103.25	28.91	5.00 C	1.40
<b>Totals</b>	<b>1,626</b>		<b>1,781.20</b>		<b>86.42</b>

## Summary

General Materials		1,781.20
Material Tax (@ 5.300 %)		94.40
<b>Total Material</b>		<b>1,875.60</b>

CHANGE PROPOSAL

Summary (Cont'd)		
JOURNEYMAN	(86.42 Hrs @ \$52.00)	4,493.84
FOREMAN @ 25%	(21.61 Hrs @ \$55.00)	1,188.55
CO-ADMINISTRATION	(4.00 Hrs @ \$55.00)	220.00
Labor Burden	(@ 19.000 %)	1,121.45
Subtotal		8,899.44
Overhead	(@ 15.000 %)	1,334.92
Subtotal		10,234.36
ACCESS CONTROLS	(\$66,860.00 + 0.000 % + 0.000 % + 0.000 %)	66,860.00
Subtotal		77,094.36
Bond	(@ 1.000 %)	770.94
Final Amount		\$77,865.30



7272 Jackson Avenue  
Mechanicsville, VA 23111  
Joseph Huff 804-640-7120

**Charlottesville City Schools**  
**Change order for Buford Middle School**  
**CO for Restroom Card Readers**

Quote # 202409-41234  
9 September 2024

**Contact:**  
James Bennett  
**Phone:**  
(434) 546-0917

**Electrical Contractor:**  
**Email:**  
jbennett@mooreselectric.com

**Job Site Address:**  
1000 Cherry Ave  
Charlottesville, VA 22903

Pavion is pleased to provide this quote which is based upon all known information and requirements that were provided to us. Any deviation from plans, specifications, or addendums is unintended. Corrections must be supplied for a change in quoted price.

Pavion will supply and install equipment necessary to add the 14 Card Readers as described in email from James Bennett on 9/5/2024.

Provide access control to the rooms as listed below to include card reader, electric strike, cabling etc. Access control is to be programmed to be locked during school hours and unlocked there after. Confirm with your hardware supplier the specified lockset Schlage LV 9496 09-611 will be compatible with the electric strike. The function is so that if the lockset is locked with the thumbturn from the inside into the occupied position the door cannot be opened using the access control fob. The deadbolt would still be able to be opened with a key in case of emergencies. This is to prevent someone opening the door with the fob when someone else is in there using the bathroom

**ACCESS CONTROLS (14 TOTAL)**

Level 1 B – 1707-1, 0705-1, 1713, 1714, 1721 - (5 TOTAL)  
Level 2 C – 2609-1, - (1 TOTAL)  
Level 2 D – 2201-1, 2201-5 - (2 TOTAL)  
Level 3 C – 3611-1, - (1 TOTAL)  
Level 3 E – 3043-6, 3306-6 - (2 TOTAL)  
Level 3 F – 3511-1, 3524, - (2 TOTAL)  
Level 4 C – 4613-1, - (1 TOTAL)

Cage Code: 0F4N9

DUNS: 053380457

DCJS: 11-3672

**Change Order Quote**

Item #	Manufacturer	Qty	Model	Description	Price Each	Price Ext.
<b>Equipment</b>						
1	Aiphone	14	40KNKS-01-000M04	HID 40KNKS-01-000M04 SIGNO 40K,BLK/SLVR,PIG	\$ 445.00	\$ 11,125.00
2	Genetec	14	GSC-EDU-SY-1R	1 Synergis Education reader connection for K12. Must purchase Security Center Education K12 Edition (GSCEDU-BASE). Includes Genetec™ Advantage for 1 Synergis Education reader connection for K12 – 5 years	\$ 290.00	\$ 7,250.00
3	Genetec	1	SY-FPO150-250-2C82D8PE8	LifeSafety Power - FPO150/250-2C82D8PE8M2	\$ 915.00	\$ 915.00
4	Power Sonic	1	PS-12120	PS Series 12V, 12Ah Rechargeable SLA Battery	\$ 65.00	\$ 65.00
5	Genetec	1	SY-LP1502-SCS	Mercury Intelligent Controller, Linux Based, 8In/4Out/2Rd - no reader connections included. Can be used for SaaS, Education package and replacement	\$ 1,725.00	\$ 1,725.00
6	Genetec	7	SY-MR52-S3-SCS	Mercury MR52 2-reader interface module Series 3 (8 inputs, 6 relays, PCB only) - no reader connections included. Can be used for SaaS, Education package and replacement	\$ 835.00	\$ 5,845.00
7	Bosch	14	DS160	High Performance Request-to-Exit Motion Sensor Sounder, Light Gray	\$ 90.00	\$ 1,260.00
8	GRI	20	180-12WG-B	GRI 180-12WG-B 3/4" Steel Door Recessed Switch Set, Wide Gap, 10W, 200VDC, 0.40A, Closed Loop, N/O, A, and UL 10C Fire Rated, Brown	\$ 10.00	\$ 200.00
9	HE	14		Lock Coordination with Division 8 Trade		\$ -
10	lot			<b>Miscellaneous Consumables &amp; Hardware</b>		\$ 450.00
11	lot			<b>Cable</b>		\$ 5,687.22
<b>Professional Services</b>						
12	e-copy only	4	Engineering	Submittal Book / Package	\$ -	\$ -
13	e-copy only	4	Engineering	Shop / Build-Set Drawings	\$ -	\$ -
14	e-copy only	2	Engineering	O&M Documentation	\$ -	\$ -
<b>Professional Services, Day-2</b>						
15	Service	lot	MAINT-BASIC-1	Basic Maintenance & Warranty, 1 Year, No PM, Best Effort Service Level Objective	\$ 1,250.00	\$ 1,250.00
<b>Labor</b>						
L1	Pavion	194		Lead Tech (L)	\$ 115.00	\$ 22,310.00
L2	Pavion	6		Sr Engineer (E)	\$ 115.00	\$ 690.00
L3	Pavion	10		Job Specialty Labor 2 (D)	\$ 115.00	\$ 1,150.00
L4	Pavion	20		Proj Management (M)	\$ 115.00	\$ 2,300.00

Summary of : CO for Restroom Card Readers

	Totals
Equipment	\$28,385.00
Misc Material & Cable	\$6,137.22
Professional Services	\$28,283.28
Project Total, Excl Tax	\$62,805.50
Sales Tax : 6.00%	\$4,054.50
Project Total, with Tax	\$66,860.00

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## Change Order Quote

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**Notes:**

1. Pricing is based on work performed during normal business hours, in an unoccupied space.
2. Item pricing shown is only for system purchase. Pricing of individual items or alternate configurations may differ.
3. Shop Drawings will be produced within 4 weeks after receipt of CAD files. Proposal excludes payment for CAD or electronic drawings, which are required for production of shop drawings. Project documentation will be provided by electronic delivery only. Hard copies are available at an additional cost.
4. Cabling will be installed using basic infection control protocol.
5. **Global Supply Chain Alert:** Unless noted, Pavion understands the specified equipment to be available at the time of this quote. If equipment becomes unavailable, we will seek reasonable substitute with comparable in-stock equipment to maintain project schedules. Pricing is subject to change as manufacturers are making rapid pricing adjustments to offset additional expense associated with supply chain disruptions. Any requested or required alteration or deviation from this quote resulting in additional costs will be executed only upon approved written order.

**Exclusions**

1. Demolition of and/or labor to maintain any existing system.
2. Backboxes, raceway, conduit, cable tray, j-hooks, sleeves, penetrations, and core drilling
3. Painting & Patching. Pavion will make a best effort to minimize new holes necessary for cable installation.
4. 120VAC power. EC is expected to provide circuits in quantity and locations as required for this work.
5. Permit, Bond, and applicable sales tax.

**Payment Terms :** Progress Billing, on approved credit

<b>Purchase Order #</b>	<b>Date of Acceptance</b>
<b>Tax Exempt ID #</b>	<b>Print Name &amp; Title</b>
<b>Options Selected</b>	<b>Authorized Signature</b>

Email Signed Proposal to: [jhuff@pavion.com](mailto:jhuff@pavion.com)

*Contract Terms: Maintenance support will be provided as detailed in the customer-selected Basic, Plus, or Elite maintenance plan which begins upon substantial project completion. All parts shall be free of any manufacturer defects and carry the specified manufacturer material warranty. Customer agrees that if payment is not made as specified in the conditions portion of this contract, they will pay interest at 3% per month plus reasonable fees needed in the collection of past due invoices. All price quotes reflect payments by cash, check, or wire transfer. Payment by credit card or other methods may incur additional charges that will be added to the invoice. Cancellation by customer will result in charges for labor, material restocking fees, and shipping. If customer is tax-exempt, they must provide the necessary identification number next to their acceptance of this proposal.*

*If customer is not tax-exempt, they assume all liability associated with the appropriate tax unless included in this proposal. All work is to be completed in a workman-like manner according to standard practices. Any alteration or deviation from this quote resulting in additional costs will be executed only upon approved written order. All agreements are contingent upon strikes, accidents, or delays beyond our control. Customer is to carry fire tornado and all necessary insurance. For a period of one year following the date of any order under this agreement, neither Pavion nor customer shall directly solicit employment or hire any employee of the other who is directly involved in the performance of this agreement. This proposal may be withdrawn by us if not accepted within 07 days. Material is FOB destination.*

# SUBCONTRACTOR ESTIMATE FOR CHANGE ORDER

SC-1

IFB Number: 23-59

Project: Charlottesville Middle School

Owner: City of Charlottesville

General Contractor: Nielsen Builders

Subcontractor: Moore's Electrical & Mechanical, Inc.

Subcontractor Trade: Electrical

Change Description: CO-023 Revision to Access Control for Bathrooms

SUBCONTRACTOR DIRECT COSTS											
Scope Description				Direct Labor				Direct Material		Direct Equipment	
Item No.	Description	Quantity	Qty Units	Direct Labor Hours Per Unit	Total Direct Labor Labor Hours	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F = C x E	G	H = F x G	I	J = C x I	K	L = C x K
1.01	General Materials	1.00			0.00		\$0.00	\$1,781.20	\$1,781.20		\$0.00
1.02	Journeyman	1.00		86.42	86.42	\$52.00	\$4,493.84		\$0.00		\$0.00
1.03	Foreman	1.00		21.61	21.61	\$55.00	\$1,188.55		\$0.00		\$0.00
1.04		0.00			0.00		\$0.00		\$0.00		\$0.00
1.05		0.00			0.00		\$0.00		\$0.00		\$0.00
1.06		0.00			0.00		\$0.00		\$0.00		\$0.00
1.07	Co-Administration	1.00		4.00	4.00	\$55.00	\$220.00		\$0.00		\$0.00
1.08		0.00			0.00		\$0.00		\$0.00		\$0.00
1.09	Subtotal from Estimate Continuation Sheets						\$0.00		\$0.00		\$0.00
1.97	Subtotal (S/T) Direct Costs:					Subtotal Labor	\$5,902.39	Subtotal Mat'l	\$1,781.20	Subtotal Equip.	\$0.00
1.98	Taxes/Insurance:			Labor Burden	19.00%	% of Item 1.97H	\$1,121.45	Sales Tax @ 5.3%	\$94.40	Sales Tax @ 5.3%	\$0.00
1.99	Total Direct Costs					Total Labor	\$7,023.84	Total Mat'l	\$1,875.60	Total Equip.	\$0.00

SUB-SUBCONTRACT COSTS		
Item No.	Sub-Subcontractor Name (List totals from attached SS-1 forms)	Total Cost
A	B	C
2.01	Bond	\$770.94
2.02	Pavion Revised Quote	\$66,860.00
2.03		
2.04		
2.05		
2.06		
2.99	Total Sub-Subcontract Costs	\$67,630.94

SUMMARY		
Item No.	Description	Total Cost
3.01	Total Direct Labor Cost	Item 1.99H \$7,023.84
3.02	Total Direct Material Cost	Item 1.99J \$1,875.60
3.03	Total Equipment Cost	Item 1.99L \$0.00
3.04	Subtotal	3.01+3.02+3.03 \$8,899.44
3.05	Overhead and Profit	15% \$1,334.92
3.06	Total Subcontractor Cost	3.04+3.05 \$10,234.36
3.07	Sub-Subcontractor Cost **	Item 2.99 \$67,630.94
3.99	S/C Cost Report'd to GC ***	3.06+3.07 \$77,865.30

Submitted By

Name: James Bennett

Signature: *James Bennett*

Title: Project Manager

Date: 10/22/2024

**Note:** Mark-up is capped in conformance with the provisions of Section 38(d) of the Construction Contract General Conditions.

\* Limited to 10% on self-performed work.

\*\* Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. Total mark-up on subcontracted work is calculated on the GC-1 form.

\*\*\* The subcontractor cost carried forward to GC-1 form does not include mark-up on sub-subcontractor costs. This mark-up is calculated on the GC-1 form. The GC and its subcontractors shall establish how the mark-up is to be distributed among the various subcontractors involved in the work.



**SUB-SUBCONTRACTOR ESTIMATE FOR CHANGE ORDER**

**SS-1**

DGS-30-208  
(Rev. 03/16)

Project Code: IFB# 23-59      General Contractor: Nielsen Builders, Inc.  
Agency: City of Charlottesville      Subcontractor: Moore's Electrical & Mechanical, Inc.  
Project: Charlottesville Middle School      Sub-Subcontractor: Pavion  
Sub-Subcontractor Trade: Access Control

Change Description: CO-023 Access Controls for Bathrooms

SUB-SUBCONTRACTOR DIRECT COSTS													
Scope Description		Direct Labor				Direct Material				Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Qty Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	Faculty Bathroom Card Readers				\$0.00	14.00		\$1,743.84	\$24,413.76				\$0.00
1.02	Misc Material and Cable				\$0.00	1.00		\$4,497.45	\$4,497.45				\$0.00
1.03					\$0.00				\$0.00				\$0.00
1.04	Lead Tech	194.00		\$100.45	\$19,487.09				\$0.00				\$0.00
1.05	Project Management	20.00		\$100.45	\$2,008.90				\$0.00				\$0.00
1.06	Sr Engineer	6.00		\$100.45	\$602.67				\$0.00				\$0.00
1.07	Job Specialty Labor 2	10.00		\$100.45	\$1,004.45				\$0.00				\$0.00
1.08					\$0.00				\$0.00				\$0.00
1.09	Subtotal from Estimate Continuation Sheets				\$0.00				\$0.00				\$0.00
1.97	Subtotal (S/T) Direct Costs:			Subtotal Labor	\$23,103.11			Subtotal Material	\$28,911.21			Subtotal Equipment	\$0.00
1.98	Taxes/Insurance:		FICA, FUI, SUI, & Workmens' Comp. 19.00%	% of Labor	\$4,389.59		Sales Tax 6.0%		\$1,735.22		Sales Tax		
1.99	Total Direct Costs			Total Labor	\$27,492.70			Total Material	\$30,646.43			Total Equipment	\$0.00

SUMMARY			
Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	\$27,492.70
3.02	Total Direct Material Cost	Item 1.99J	\$30,646.43
3.03	Total Equipment Cost	Item 1.99L	\$0.00
3.04	Subtotal	3.01+3.02+3.03	\$58,139.13
3.05	Overhead and Profit* (%)	15.00%	\$8,720.87
3.99	Total Sub-Subcontractor		\$66,860.00

**Submitted By**

Name: Joe Huff  
Signature: Joe Huff  
Title: SR. ACCT EXECUTIVE  
Date: 10/22/2024

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).  
\*Limited to 15% on self-performed work. See Mark-up limitations for a more detailed description.



# AUGUSTA STEEL CORP

773 LEE HWY. \* P.O. BOX 980  
VERONA, VA 24482

## CHANGE ORDER APPROVAL

Page: 1

Submitted To: NIELSEN CONSTRUCTION COMPAN  
3588 EARLY ROAD  
HARRISONBURG, VA 22801

Contract Number: JOB000390  
Internal Change Number: 1  
Change Order Number:  
Customer P.O. No.  
Date: 09/05/24  
Customer ID: NIELSENCO  
SalesPerson: JASON T. HICKS

C/O Description CMS BATHROOM HARDWARE PCO

Item/Description		Unit	Quantity	Contract Unit Price	Total Amount
NSLO	LV9496T 06B 09-611 L583-363 630	EA	14	74.00	1,036.00
MISC. ITEM	FIELD WORK FOR HMFS ALREADY SET	EA	14	137.14	1,920.00
NSES	6400 630	EA	14	345.00	4,830.00

Accepted By: \_\_\_\_\_

Date: \_\_\_\_\_

Purchase Order No. \_\_\_\_\_

Subtotal: 7,786.00  
Sales Tax: 412.66  
Total: 8,198.66



24236283

6400

VON DUPRIN

## Frame Preparation

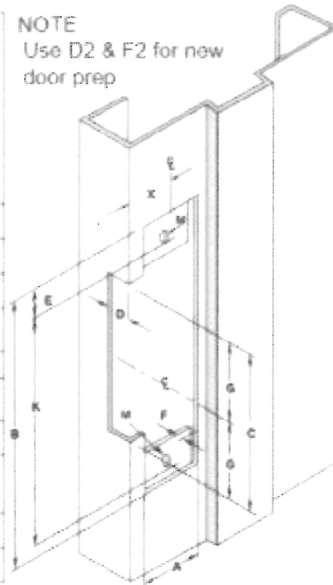
## Installation Instructions

**1** Frame Prep Dimensions

MEASUREMENT	FRACTIONAL INCHES	DECIMAL INCHES	METRIC (mm)
A	1-1/4"	1.250	31.75
B	4-7/8"	4.875	123.83
C	3-3/8"	3.375	85.73
D	1-19/32"	1.590	40.40
D2	1-21/32"	1.650	42.00
E	3/8"	0.375	9.53
F	1/8"	0.125	3.18
F2	3/16"	0.188	4.78
G	1-11/16"	1.688	42.86
X	Vertical Centre Line of Door Lock and Mounting Face Plate**		
K	4-1/8"	4.125	104.78
M	12-24	N/A	N/A

## NOTE

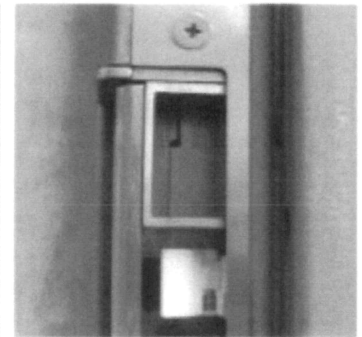
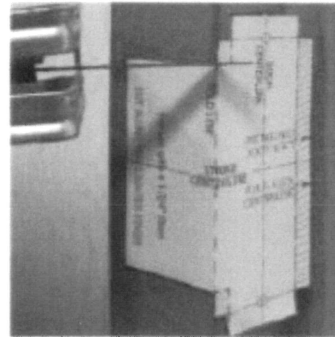
Use D2 &amp; F2 for new door prep



- 2b Peel adhesive backing and paste the folded template square to the frame



- 2c Cut the frame inside the unshaded area marked on the template. Install strike per installation instructions 24201428



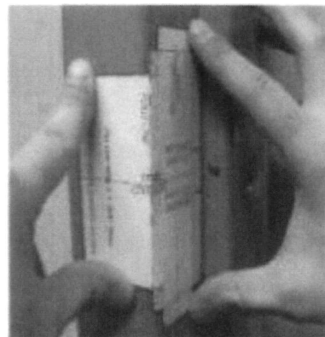
Note. Specifications subject to change without notice.

\* Dimension F is measured from face of mounting tab to face of frame

\*\* Dimension X on the drawing is determined by the vertical centerline of the door. If the latch incorporates a deadlocking pin, additional steps will be necessary to ensure proper operation of the deadlocking pin. Measure the thickness of the deadlocking pin and add this thickness to dimension X to relocate the vertical centerline an appropriate distance on the frame.

**2** Cutting ANSI Prep Frames

- 2a Place the folded template square on the frame. Align horizontal holes marked on the template with the mounting holes in the frame

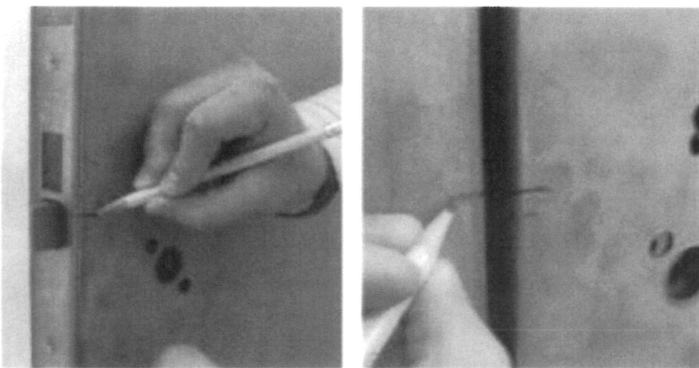


### 3 Cutting frames WITHOUT ANSI Prep

#### 3a Mark the horizontal lock body centerline on the door.

Close the door and transfer the lock body centerline to the frame

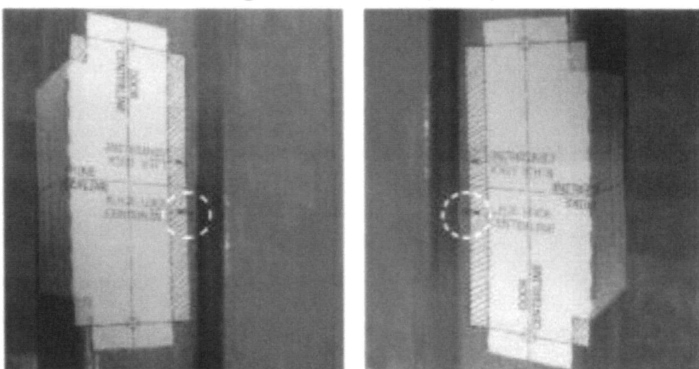
If the door isn't flush to the frame in the closed position, mark the depth of the closed door on the frame. Measure half of the door thickness back toward the door stop and mark the vertical door centerline on the frame.



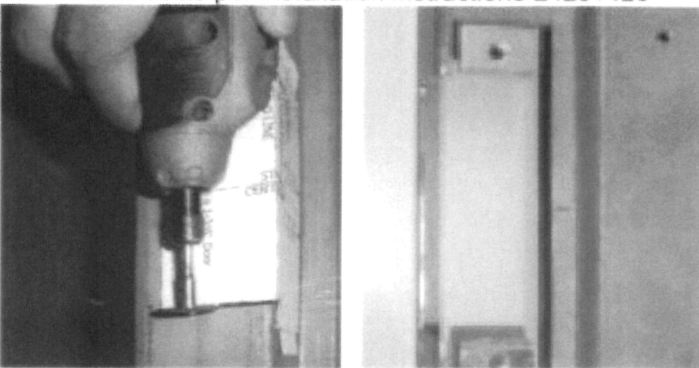
#### 3b Align the proper template lock centerline horizontally with the lock body centerline marked on the frame. Peel the adhesive backing and paste the folded template square to the frame.

If the door isn't flush to the frame when closed, tear the template at the fold line. Align the faceplate portion vertically with the door centerline and match the template lock centerline with the lock body centerline marked on the frame.

Paste the front portion of the template on the face of the frame to align with the faceplate portion.



#### 3c Cut the frame inside the unshaded area marked on the template. Follow mounting tab installation instructions. Install strike per installation instructions 24201428



### 4 If mounting tabs are required

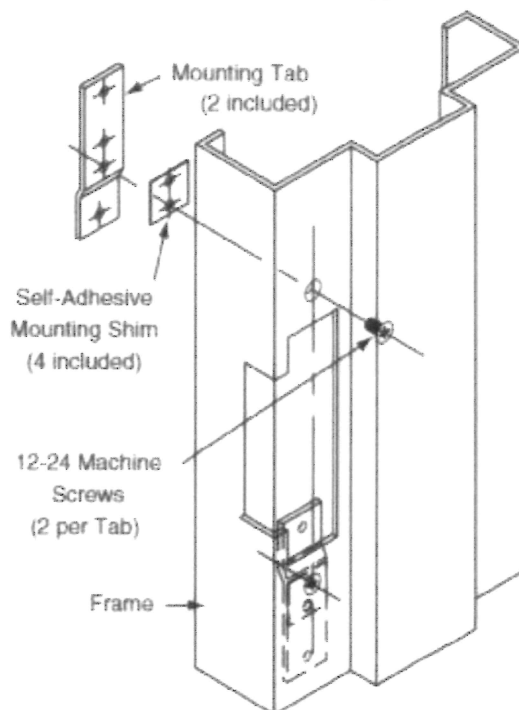
#### 4a Fasten the mounting tab to the faceplate of the strike and select the appropriate shims for the installation

#### 4b Using the assembled strike and tabs as a template, place against the frame and mark the mounting hole locations

Remove and drill a  $\frac{3}{16}$ " hole in the frame for each mounting tab and countersink the frame

#### 4c Remove the tabs from the faceplate and install in the frame using the 12-24 x $\frac{3}{16}$ " machine screws supplied

Tabs are plated and drilled and tapped for this purpose



#### Customer Service

1-877-671-7011

[www.allegion.com/us](http://www.allegion.com/us)



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24236283 Rev 12/14-c

## 4200 Series

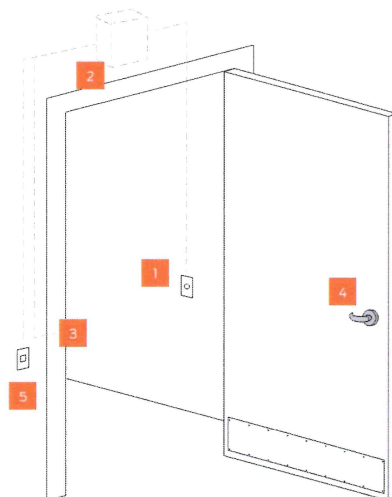


**Traffic control**, up to 500,000 cycles, 1000 lbs. static strength

**Affordable** option for commercial applications

**Field configure** power failure mode without disassembling the strike

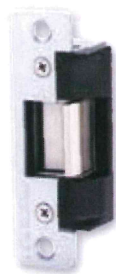
**Cylindrical** lockset applications



Ideal for interior applications such as a doctor's office entrance that requires visitor management and traffic control.

- 1 Schlage® KP2000E standalone keypad
- 2 Von Duprin PS902 power supply
- 3 Von Duprin 4211 electric strike
- 4 Schlage AL Series lock
- 5 Schlage 621 pushbutton

## 5100 Series

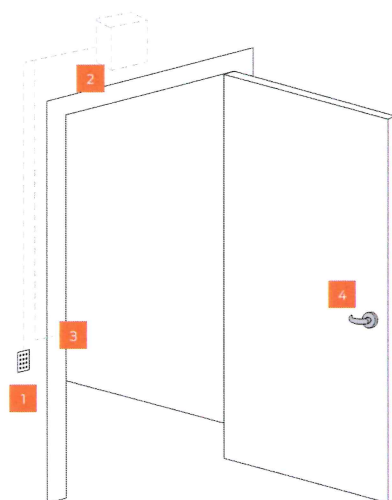


**Medium duty**, up to 1,000,000 cycles, 1300 lbs static strength

**Three faceplates standard** accommodate more applications

**Multiple finish options**

**Cylindrical** lockset applications



Simple and cost effect way to add standalone access control to perimeter openings such as employee entrances.

- 1 Schlage KP212 standalone keypad
- 2 Von Duprin PS902 power supply
- 3 Von Duprin 5100 electric strike
- 4 Schlage ND Series lock

Series	Lockset (latchbolt throw)				Types of doors		Dimensions	
	Cylindrical	Mortise	Mortise deadbolt	Exit	Single	Pair w/ mullion	Face plate length	Backbox depth
<b>4200 Series</b>	4211: up to $\frac{3}{4}$ " 4212: up to $\frac{5}{8}$ "	—	—	—	■	—	4 $\frac{7}{8}$ "	1 $\frac{3}{8}$ "
<b>5100 Series</b>	up to $\frac{5}{8}$ "	—	—	—	■	—	4 $\frac{7}{8}$ " and 7 $\frac{15}{16}$ "	1 $\frac{11}{16}$ "
<b>6300 Series</b>	—	—	—	Rim exit, up to $\frac{3}{4}$ "	■	■	9"	Surface mounted - $\frac{3}{4}$ " projection
<b>6400 Series</b>	up to $\frac{3}{4}$ "	up to $\frac{3}{4}$ "	Up to 1" as nightlatch	Mortise exit, up to $\frac{3}{4}$ "	■	—	4 $\frac{7}{8}$ "	1 $\frac{3}{8}$ "



## 6300 Series

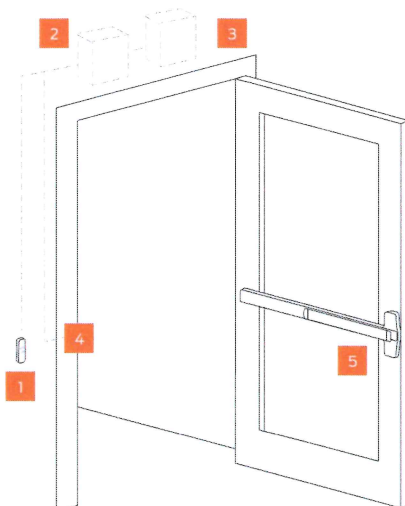


**Heavy duty**, up to 2,000,000 cycles,  
1500 lbs. static strength

**Surface mounted**, quick and  
easy installation

**Fire rated**, fail secure

**Rim exit** device applications



Surface mounted strike for challenging applications such as aluminum storefronts.

- 1 aptiQ™ SM10 smart card reader
- 2 Schlage CT5000 offline controller
- 3 Von Duprin PS902 power supply
- 4 Von Duprin 6300 electric strike
- 5 Von Duprin 98 Series exit device

## 6400 Series

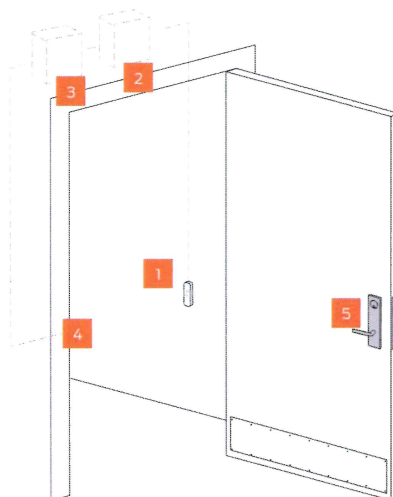


**Heavy duty**, up to 2,000,000 cycles,  
1500 lbs. static strength

**Modular design** adjusts to centerline  
of many MS/MD locks

**Fire rated**, fail secure

**Mortise or cylindrical** lockset applications



Designed for high security applications such the electrical room of a small business.

- 1 aptiQ SM10 smart card reader
- 2 Schlage CT5000 offline controller
- 3 Von Duprin PS902 power supply
- 4 Von Duprin 6400 electric strike
- 5 Schlage L9000 mortise lock

Door and frame material			Codes	Power requirements		Additional options			Series
Hollow metal	Wood	Aluminum	Fire rated	AC	DC	Latchbolt monitor	Rectifier kit	Entry buzzer	
■	—	■	—	—	12/24	4211: N/A 4212: Standard	Optional	Optional (Fail-secure only)	<b>4200 Series</b>
■	■	■	—	—	12/24	—	Optional	—	<b>5100 Series</b>
■	■	■	■	—	12/24	—	Optional	Optional	<b>6300 Series</b>
■	■	■	■	12/24	12/24	Optional	—	Optional	<b>6400 Series</b>

**PPROPRIATION**

**Appropriation of Funds from Charlottesville City Schools (CCS) to the Buford Middle School Project - \$285,861.38 (1 of 2 Readings)**

**WHEREAS**, the Charlottesville City Schools has made a supplemental contribution to the Buford Middle School project for vape sensors at 54 student bathrooms and access controls at 14 ADA bathrooms;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that \$285,861.38 from CCS is to be appropriated in the following manner:

**Revenues - \$285,861.38**

Fund: 426                      Funded Program: P-01012      G/L Account: 432085

**Expenditures - \$285,861.38**

Fund: 426                      Funded Program: P-01012      G/L Account: 599999

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



Agenda Date:	February 18, 2025
Action Required:	Approve Resolution
Presenter:	Brenda Kelley, Redevelopment Manager
Staff Contacts:	Brenda Kelley, Redevelopment Manager
Title:	<b>Financial Resolution Supporting Kindlewood/Friendship Court Phase 3</b>

**Background**

Kindlewood/Friendship Court is a mixed-use, mixed-income, phased redevelopment comprised of four phases all of which will take place on the existing site. Each phase is an independent phase. A fundamental goal of the redevelopment is no displacement of current residents, hence the need for a phased development. The total duration of all phases is not expected to exceed ten years. This redevelopment approach is the direct result of the current Kindlewood/Friendship Courts residents' vision for the redeveloped Kindlewood/Friendship Court and its future. The completed redevelopment will result in approximately 425-475 residential units and a variety of commercial, community, educational, and retail establishments. The redevelopment is intended to further incorporate Kindlewood/Friendship Court and its residents into the fabric of the City of Charlottesville.

In alignment with the previously approved phasing plan developed by the resident-led Advisory Committee, two applications for Low Income Housing Tax Credit (LIHTC) funding for the Phase 3 rental units will be submitted in March 2025 (Phase 3A/55units and Phase 3B/24 units).

Once Phase 2 construction is complete, Phase 3 will begin with the demolition of 54 existing units (these families will already be re-housed in new Phase 2 units) and follow with the construction of approximately 85 new affordable homes. Of these, 79 will be affordable rental units and the other 6 will be affordable homes for purchase. The homeownership units will likely be developed under a community land trust model to ensure permanent affordability. In addition, the remainder of the public Park will be built in Phase 3.

The housing in Phase 3 will include multifamily buildings and townhomes. Phase 3A will include 55 rental units. Phase 3B will include 24 rental units spread across three buildings. Construction of the six for-sale townhomes is expected to be concurrent with the construction of the rental units.

All homes in Phase 3 will serve households at three tiers of affordability. Of the 79 rental units, 50 "Tier 1" units will be replacement Section 8-subsidized units, eight "Tier 2" units will be for households with incomes between 30-60% AMI, and 21 "Tier 3" units will be for households with



incomes between 60-80% AMI. The six homeownership units are anticipated to serve households with incomes at or below 30-80% AMI.

## **Discussion**

Applications for Virginia Housing LIHTC program are due in March 2025. Virginia Housing LIHTC application requires a resolution by City Council that corresponds to any financial commitment(s) made for the redevelopment project. LIHTCs are critical to the financing of the redevelopment of Kindewood/Friendship Court and it is a competitive application process. The City's support, both financially and in declaration, helps to ensure the application receives the highest possible score. The City has previously supported the Phase 1 and Phase 2 redevelopments.

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

This request aligns with City Council's Vision "To be a place where everyone thrives" and the following:

City Council Strategic Plan Framework:

Housing – Charlottesville defines access to livable housing as a human right and works to ensure housing choices and mobility are provided for all who seek it through implementation of the Affordable Housing Plan.

Partnerships – Charlottesville creates avenues for meaningful collaborations with partners and key stakeholders, such as the County, UVA, and nonprofits, to magnify positive community outcomes.

Economic Prosperity – Charlottesville develops strategies and economic development opportunities that drive economic prosperity for all.

Recreation, Arts, Culture – Charlottesville provides, encourages, and supports a wide range of recreation, green space, arts, and cultural programs and opportunities.

## **Provisions in the 2021 Affordable Housing Plan**

### **Comprehensive Plan Guiding Principles**

Equity & Opportunity – All people will be able to thrive in Charlottesville.

Community Culture and Unity – Charlottesville's rich and diverse culture and form will be celebrated, and the entire community will feel welcomed, valued, and respected.

### **Comprehensive Plan Goals/Strategies:**

- Future Land Use Vision Strategy 2.1: Through City-led efforts and private development, expand community access to housing, as well as amenities and services that improve quality of life.
- Housing Goal 1: Funding Commitments
- Housing Goal 2: Diverse Housing Throughout the City
- Housing Goal 4: Energy and Water Efficiency

## **Community Engagement**

In February 2016, at the outset of considering [redevelopment](#), a critical choice was made to establish a formal [Advisory Committee](#), a cohort of nine Friendship Court residents elected by their neighbors to represent them through the process, plus six members from the at-large Charlottesville community. Led by the resident members, they have become genuine partners in planning their

community's future, co-designing every aspect of the site, with all major decisions passing through their hands. The resident members, like any other consultants, are paid for their time and expertise.

In addition to the resident-led redevelopment, there have been door to door efforts to garner feedback and a number of Community events have been held intended to educate all Kindlewood/Friendship Court residents on the redevelopment efforts. There is also an on-site Community Organizer, who works daily to keep residents informed about the redevelopment plans. All of these efforts are ongoing.

### **Budgetary Impact**

This request does not encumber any additional funding from the City budget. It provides acknowledgement that up to \$4,150,000 in funding may be provided.

### **Recommendation**

Staff recommends City Council approve the attached Resolution supporting redevelopment of Kindlewood/Friendship Court Phase 3.

### **Alternatives**

City Council could choose to not approve the supporting Resolution for Kindlewood/Friendship Court Phase 3, which could have a negative impact on the award of funding through the LIHTC applications.

### **Attachments**

1. Resolution FC Phase 3 fin support Feb2025 (1)

**RESOLUTION**  
**Financial Resolution Supporting Kindewood/Friendship Court Phase 3**  
**Parcel Number: 280112000**

**NOW, THEREFORE BE IT RESOLVED** that the Council of the City of Charlottesville, Virginia hereby commits up to \$4,150,000 in the form of loans for the redevelopment of Kindewood/Friendship Court Phase 3. The commitment of up to \$4,150,000 will help to subsidize Phase 3 which in turn will create a total of approximately 79 newly constructed affordable housing units, through Phase 3A and Phase 3B, in the City of Charlottesville. This commitment will be made to Piedmont Housing Alliance.

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



Agenda Date:	February 18, 2025
Action Required:	Adopt Amendments to Chapter 25 (Social Services), Article III (Rental Relief for the Elderly and Disabled Persons) to correct a drafting error
Presenter:	Todd Divers, Commissioner of the Revenue
Staff Contacts:	Laura Morris, Deputy Director of Administration Robinson Hubbard, Deputy City Attorney
Title:	<b>Ordinance Amending Chapter 25 (Social Services), Article III (Rental Relief for the Elderly and Disabled Persons) to correct a drafting error</b>

**Background**

Charlottesville's Rental Relief Program for Elderly and Disabled Persons (RENT) has operated in some form or another since 1973 when it was first authorized by City Council. The program provides for the payment of grants to qualified tenants residing in the City who are not less than 65 years of age or are permanently and totally disabled and who are otherwise eligible. Per Sec. 25-57 of the City Code: "The city council finds and declares that persons qualifying for such grants are deemed to bear an extraordinary burden in rent costs, and thereby indirectly an extraordinary real estate tax burden, in relation to their income and financial worth. Such persons are deemed thus to qualify for general relief as provided in Code of Virginia, § 63.1-106, which general relief shall be in the form of the grants provided pursuant to this article."

The method for calculating the grant amount is set out in Sec. 25-61 of the City Code as follows:

$$G = .25 \times (R - (.24 \times I))$$

G = grant amount

R = the lesser of the actual amount of rent paid or 24% of the maximum allowable income for the grant year (see below)

I = gross combined income (see below)

The maximum grant amount is capped at \$2,000 (see below).

The program runs under the auspices of the Social Service Section of City Code but is administered and budgeted for by the Office of the Commissioner of the Revenue.

**Discussion**

In March of 2024, Chapter 25, Article III of the Charlottesville City Code was amended to accomplish three goals:

1) Peg the maximum eligible income parameter for this program to the most recent Median Family Income figure (actually, half of MFI) for the Charlottesville Metropolitan Statistical Area (MSA), as had been done previously for the two other programs administered by the Commissioner of the Revenue:

- Charlottesville Real Estate Tax Relief or the Elderly and Disabled;
- Charlottesville Homeowner Assistance Program.

Previously, the income limit was a fixed amount that did not change without formally amending the Code. The March 2024 change allowed the limit to adjust in accordance with changes in area incomes.

2) Increase the maximum grant award from \$1,500 to \$2,000. This amount had not changed since 2019.

3) Adjust the maximum annual allowable rent that an applicant can claim in the reimbursement formula to be 24% of the maximum allowable gross combined income for the grant year, as determined by MFI for the Charlottesville MSA (\$14,796 in CY2024). Previously, the maximum rent parameter used in the grant formula had been fixed at \$12,000 in 2019. The change adopted in March 2024 allowed the maximum rent limit to rise as the maximum income limit rose.

Unfortunately, due to a drafting error, the section of Code that sought to accomplish #3 above did not clearly state that the maximum allowable rent is 24% of the MAXIMUM ALLOWABLE gross combined income FOR THE GRANT YEAR – making another Code amendment necessary.

The amended language presented here will bring Sec. 25-61 into alignment with our practice and our understanding of the Section's intent.

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

This change aligns with the City's vision of being a place where everyone thrives by targeting grant assistance where it is most needed. It reflects the City's commitment to implement equitable practices and policies across all of its activities. It further reflects the City's strategic outcome area of organizational excellence by delivering excellent service to the community.

### **Community Engagement**

N/A

### **Budgetary Impact**

None

### **Recommendation**

Suggested Motion: ***"I move adoption of the ORDINANCE amending Chapter 25, Article III of the Charlottesville City Code to correct a drafting error."***

### **Alternatives**

N/A

## **Attachments**

1. Proposed Amendment to Sec. 25-61 of the Charlottesville City Code 2-18-25

**AN ORDINANCE  
AMENDING AND REORDAINING SECTIONS 25-61  
OF ARTICLE III OF CHAPTER 25 (SOCIAL SERVICES)  
OF THE CHARLOTTESVILLE CITY CODE, 1990, AS AMENDED,  
RELATING TO RENT RELIEF FOR THE ELDERLY AND DISABLED PERSONS.**

**BE IT ORDAINED** by the Council for the City of Charlottesville, Virginia, that Sections 25-61 of Article III (Rental Relief for the Elderly and Disabled Persons) of Chapter 25 (Social Services), are hereby amended and reordained, as follows:

**CHAPTER 25. SOCIAL SERVICES  
ARTICLE III. RENTAL RELIEF FOR THE ELDERLY AND DISABLED PERSONS**

...

**Sec. 25-61. Calculation of amount of grant.**

- (a) For qualifying applicants, the amount of the grant shall be the lesser of two thousand dollars (\$2,000.00), or twenty-five (25) percent of the amount determined by subtracting twenty-four (24) percent of gross combined income, as defined by subsection 25-58(4), from the lesser of:
  - (1) The actual amount of rent paid; or
  - (2) Twenty-four (24) percent of maximum allowable gross combined income for the grant year, as defined by section 25-58(4).
- (b) If the applicant was a resident of the city for less than the full grant year, the actual rent paid or maximum rent allowable shall be prorated for the period of actual residency.

...



# **City Manager's Report**

*City Departments*

**2-18-2025**



### **City Manager – Sam Sanders (he/him)**

- Looking forward to joining Mayor Wade in welcoming local government administrators from across the state as we gather for the VLGMA (Virginia League of Government Management Association) Winter Conference, Feb 19-21; shout out to DCM Ashley Marshall who is serving as co-chair of this convening in our city.
- Preparing my remarks for the upcoming State of the Community hosted by the Chamber of Commerce on February 21 from 8-10am at the Bolick Center at Piedmont Virginia Community College (PVCC).
- Feb 4: Visited with consultant from Eocene and city staff from Parks & Recreation and the Office of Sustainability; the pop-in meeting provided a good conversation about the ongoing work to manage and improve the city's tree canopy; more to come on this item.
- Feb 9: Visited Congregation Beth Israel to speak with the community about efforts to address affordable housing and homelessness, traffic, and substance abuse.
- Feb 10: Interviewed finalists for City Attorney.
- Feb 11: Participated in virtual interviews of candidates for Human Resources Director.
- Feb 12: Attended annual Jaunt Stakeholders Meeting.
- Action Taken: we accepted the new Albemarle County appointed representatives, Kristie Hagen a social worker @ UVA Health and Jason Eversol, a Crozet resident and Tech/Healthcare entrepreneur; they replace outgoing board members Bill Wuensch and Caetano de Campos Lopes.

### **Deputy City Manager for Social Equity – Ashley Reynolds Marshall (she/her)**

- DCM Marshall has been appointed to the National League of Cities (NLC) 2025 Race Equity And Leadership (REAL) Council. DCM Marshall was elected to a one-year term to develop and guide programs among local elected officials from similar communities. The appointment was announced by NLC President Steve Patterson, Mayor of Athens, Ohio.
- DCM Marshall was also invited to participate in National League of Cities (NLC) NLC's REAL team's inaugural Equity Practitioners Cohort.

### **Deputy City Manager for Operations – James Freas (he/him)**

- Served as a panelist at an event hosted by Housing Opportunities Made Equal of Virginia (HOME of VA) at the Haven on February 5. The event focused on zoning and affordable housing 1 year following the adoption of the new zoning ordinance. Other panelists were Sunshine Mathon, Executive Director of Piedmont Housing Alliance, and Carmelita Wood, President of the Fifeville Neighborhood Association.

- Attended the Groundbreaking Ceremony for Kindlewood Phase 2 on January 17. Phase 2 will include a Community Resource Center and a Financial Opportunity Center in addition to the affordable residential housing units.

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

- The City's Co-Response team ANCHOR will travel to Durham, NC to train and network with their local crisis response services staff and administration. The goal of the trip will be to bring back lessons learned and work towards implementing more best practices.
- The Housing Navigation Team supports City residents in finding stable housing options that meet their needs and budgets. Participants receive individual support and coaching, referrals to existing resources in the community, and may join an eight-week healthy eating and budgeting class. There are limited funds to help with applications fees. If you are interested in joining, please contact Roxanne Jones at [jonesrm@charlottesville.gov](mailto:jonesrm@charlottesville.gov) for more information or 833-524-2904.
- The Department of Human Services would also like to highlight the outstanding contributions of Kamisha Spencer, Program Supervisor of Community Based Services. Her long-standing commitment to the City and its community members is recognized in the most recent issue of Albemarle Family Magazine: <https://albemarlemagazine.com/kamisha-spencer/>

#### **Neighborhood Development Services – Director Kellie Brown (she/her)**

- As part of the Move Safely Blue Ridge Regional Safety Action Plan, East High Street has been identified as an area of major concern and an ideal candidate for a demonstration project to make the intersections at Stewart Avenue and Meade Avenue safer for all users. A public open house will take place at Burnley-Moran Elementary School on February 25 at 5:30 pm to review potential design options for a low-cost set of improvements that will be deployed this year. Please join City staff and partners from the Thomas Jefferson Planning District Commission to discuss the benefits of these options. Online survey will be available soon at <https://movesafelyblueridge.com/>.

#### **Parks & Recreation – Director Riaan Anthony (he/him)**

- Summer camp registration is currently open! The sites for general camp this year are Summit Elementary and Johnson Elementary. General summer camp runs from June 16 through July 25. Two weeks of Ultimate Adventure Camp will also

be held where campers experience daily field trips from July 28 through August 8.

- The Daddy Daughter Dance returns Friday, February 14 and Saturday, February 15! Tickets are still available at: [Parks and Recreation - Activity Search](#).
- Both Adaptive and Senior programming are in full swing. We still have spaces left on some of our senior activities which include monthly crafting classes, trips to the Richmond Black History Museum, spring hikes, movie nights, and more! To learn more and register, contact [seniors@charlottesville.gov](mailto:seniors@charlottesville.gov).
- The City Market is open for vendor registration! The deadline to become a 2025 Season Reserve Vendor for the Saturday City Market is February 17. Non-Reserve vendors can apply throughout the 2025 season. The registration window for Farmers in the Park, our Wednesday evening market at Pen Park, will open March 1.
- Garden plots are open for renewal until Friday, February 7. Registration for new gardeners (selected by lottery with City residents receiving priority) is open. Residents can register February 3 through February 21. Non-Residents can register February 17 through February 21.
- Trails & Greenways
  - Washington Park Ramp (VDOT project) construction begins mid-January with completion expected by mid-May.
- Meadowcreek Golf Course
  - The golf course is open again after being closed for nearly six weeks due to snow and ice. Tee times can be made online at: [www.meadowcreekgolf.org](http://www.meadowcreekgolf.org).
  - Registration for Spring Youth Golf Programs via First Tee – Virginia Blue Ridge are open. Register online at: [First Tee - Homepage | First Tee](#)
- It's almost time for spring league registration! Parks & Rec will be offering:
  - Spring Adult Basketball League (Men's 35+ & Women's Recreational). Registration dates are March 3 through March 21 and costs are \$300 per team.
  - Spring Adult Volleyball League. Registration Dates: February 24 through March 30 and costs are \$300 per team.
  - Spring Adult Softball League. Registration Dates: OPEN Now until February 28 and costs are \$500 per team.
- Master Plan
  - The full draft of the Parks & Recreation Master Plan is available online at: [Charlottesville Parks and Recreation Master Plan | EngagePros](#).
  - Public comments are available online through February 16.
  - The adoption schedule for the Master Plan is as follows:
    - February 11, 5:30 pm: Planning Commission, City Council Chambers (to be rescheduled due to inclement weather)
    - March 17, 6:00 pm: City Council Meeting (1st Reading), City Council Chambers

- April 7, 6:00 pm: City Council Meeting (2nd Reading), City Council Chambers

### **Utilities – Director Lauren Hildebrand (she/her)**

- The Department of Utilities' Annual Customer Satisfaction Survey is now open. Utilities values customer feedback and welcomes the opportunity to gather information that helps us continue, and build on, our range of services, programs, and initiatives. Customers can access the survey through Utilities' electronic newsletter or at [www.surveymonkey.com/r/cvilleutilities2025](http://www.surveymonkey.com/r/cvilleutilities2025). Paper copies of the survey are available upon request by contacting Utilities Outreach at 434-970-3686. All responses will be kept completely confidential. Thank you in advance for your participation!
- The Department of Utilities is excited to announce that the Arbor Day Foundation's Energy-Saving Trees Program is back for its fourth year and is now a biannual event! To date, 800 trees have been given away, and Utilities customers in the City of Charlottesville have an opportunity to continue the tree-mendous success of this program by receiving one of 200 additional free trees to plant on their property. The strategic planting of trees helps conserve energy and reduce energy bills for individual households, while simultaneously providing additional benefits to the broader community. Tree reservations are limited to one tree per service address and made on a first come, first served basis beginning Monday, March 3. Reservations can be made by accessing Utilities' interactive tree portal provided by the Arbor Day Foundation at [www.arborday.org/charlottesville](http://www.arborday.org/charlottesville). For more information about the Energy-Saving Trees Program, please contact Utilities Outreach at [utilitiesoutreach@charlottesville.gov](mailto:utilitiesoutreach@charlottesville.gov).

City of Charlottesville  
City Manager's Office  
MEMO



**TO:** Council  
**FROM:** Samuel Sanders, City Manager  
**DATE:** February 18, 2025  
**SUBJECT:** Financial Report – FY 2025 through December 31, 2024

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### **Revenue Budget Projections**

As of December 31st, approximately 45.6% of the budgeted revenue for this fiscal year has been collected. Real Estate and Personal Property tax payments for the second half of 2024 were due on December 5<sup>th</sup> and revised estimates for real estate and personal property taxes are based on the 2025 general reassessment, which indicates residential values increased 8.60% and commercial values increased 6.48% in 2025. Overall, total assessed values are up 7.74% over 2024.

Revised revenue projections indicate that revenues are tracking slightly above the adopted budget of \$251,948,630, by \$2.4M or 1.13%. As a note of comparison, the financial report issued for the 2<sup>nd</sup> quarter last year, anticipated a revenue surplus of 4.41% or \$9.4M. We believe this difference may be an indicator that future revenue growth patterns will be more modest in comparison to the growth rates experienced over the last few years.

Sales, meals, and lodging tax revenues continue to under-perform despite the tax rate increases which were adopted for meals and lodging as part of the FY 25 budget. The decreases in these three sources of tax revenues are offset by the increases in property tax revenue but the declines are impactful. As was noted in the last quarterly report, except for the pandemic related declines, the City has not experienced underperformance since 2008 for sales tax revenue and 2009 for lodging tax revenue.

The revenue team is continuing to monitor revenues closely to try and understand the factors that may be contributing to current revenue trends and to develop FY 26 budget projections.

The following FY 25 revenue budget revisions are projected:

#### **FY 2025 Revenue Projections**

<u><b>Local Taxes</b></u>	<b>FY 2025 Budget</b>	<b>FY 2025 Revised*</b>	<b>Change</b>
Real Estate Tax	\$ 108,438,706	\$ 110,638,044	\$ 2,199,338
Personal Property Tax	13,304,762	14,481,298	1,176,536
Penalty/Interest on Delinquent Taxes	850,000	880,000	30,000
Public Service Tax	1,746,954	1,961,548	214,594
Utility Taxes	4,700,000	4,800,000	100,000
Tax on Wills & Deeds	550,000	600,000	50,000
Sales & Use Tax	15,810,000	14,000,000	(1,810,000)
Transient Room Tax	9,562,500	9,100,000	(462,500)
Meals Tax	18,217,044	18,100,000	(117,044)
Cigarette Tax	550,000	450,000	(100,000)
Short-term Rental Tax	60,000	61,000	1,000
Plastic Bag Tax	100,000	90,000	(10,000)
 <u><b>Licenses and Permits</b></u>			
Building and Plumbing Permits	\$ 570,000	\$ 1,570,000	1,000,000
 <u><b>Revenue from State Agencies</b></u>			
State Highway Assistance	\$ 5,591,341	\$ 5,629,814	38,473
State Aid for Police Protection	2,640,188	2,681,084	40,896
Fire Operations - UVA	360,060	402,325	42,265
UVA Service Charge	60,000	107,000	47,000
 <u><b>Designated Revenues</b></u>			
Meals Tax Designated for the Debt Service Fund	\$ 3,036,174	\$ 3,000,000	\$ (36,174)

<b>Total Revenue Budget Surplus</b>	<b>\$ 2,404,384</b>
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*\*Projected as of December 31, 2024*

<b>Surplus/Deficit as a % of Total Budget</b>	<b>1.13%</b>
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## **Expenditure Budget Projections**

Many City operations are seasonal and interfund transfers, which represent large expenditures in the General Fund (i.e. Debt Service Transfer, CIP transfer, Transfer to CAT, etc.), get posted as a lump sum later in the fiscal year. These factors lead to a more cyclical and irregular expenditure pattern that is harder to project. At the end of the 2<sup>nd</sup> quarter, the expenditure

budget is 58% spent which suggests that expenses are tracking well with the budget. Expenditure details can be viewed using the [Budget Explorer Tool](#) which can be found on the City's Budget webpage. These quarterly tabs are automatically updated at the end of each quarter and are available for public viewing. The 2nd quarter visualization contains financial information through December 31, 2024. Both a citywide view as well as the ability to drill down to the individual department level is available. The information presented in the visualization comes directly from the City's financial system and represents dollars that have been received and/or paid out as of the chosen date.

### **Other Financial Matters**

Kevin Rotty, the City's Financial Advisor from PFM, will join staff this evening to provide Council with a brief economic update.

*\*Please note all the information presented in this memo and the Budget Explorer visualization is collected as of a specific point in time. All amounts are subject to change until the City's annual audit is complete and the books are officially closed for any given fiscal year.*

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



Agenda Date:	February 18, 2025
Action Required:	Approval of an Ordinance
Presenter:	Matthew Alfele, City Planner
Staff Contacts:	Matthew Alfele, City Planner Brennen Duncan, Traffic Engineer
Title:	<b>Public hearing and Ordinance for Temporary Aerial Easement for the Verve Charlottesville PUD at 409 Stadium Road</b>

**Background**

Subtext Acquisitions, LLC is in the process of developing property known as the Verve Charlottesville located at 409 Stadium Road in the City of Charlottesville. Subtext represents that the proposed new building being constructed will require placement of up to three (3) tower cranes on their property. The booms of the cranes would swing over the airspace of City right-of-way located along Stadium Road, Montebello Circle, and Jefferson Parke Avenue. It is anticipated that the easement will not exceed a period of five (5) years.

**Discussion**

City Council is authorized by Virginia Code 15.2-1800 (B) to “dispose” of its interests in City-owned real estate, in whole or in part (including granting easements to private parties). Prior to approving an easement, City Council must hold a public hearing. This request does not implicate the requirements of Virginia Code 15.2-2100 because it is not a permanent disposition (equivalent to a sale of a property interest) and the duration of the proposed easement is less than five (5) years.

City staff have reviewed the request and have no objection to the conveyance of said easements.

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

Housing - Charlottesville defines access to livable housing as a human right and works to ensure housing choices and mobility are provided for all who seek it through implementation of the Affordable Housing Plan.

**Community Engagement**

A public hearing is required by Virginia Code 15.2-1800 (B).

**Budgetary Impact**

None.



**Recommendation**

Approval.

**Alternatives**

City Council may decline to approve the requested easement.

**Attachments**

1. Deed of Temporary Aerial Encroachment and Easement
2. Plat Dated October 16, 2024
3. Ordinance.doc( cor)

Prepared by:  
Zachary S. Berry (VSB No. 89011)  
Sands Anderson PC  
919 East Main Street, Suite 2300  
Richmond, VA 23219

City Tax Map Parcel 160001000 (formerly parcels 160001000, 160002000, 160003000, 160004000, 160005000, 160008000) (100-114 and 409 Stadium Road and 1705 Jefferson Park Avenue)

**This deed is exempt from state recordation taxes pursuant to Va. Code Secs. 58.1-811(A)(3) and 58.1-811(C)(4) and is exempt from the fees imposed by Va. Code Sec. 17-275 pursuant to Va. Code Sec. 17-266**

### **DEED OF TEMPORARY AERIAL ENCROACHMENT AND EASEMENT**

This **DEED OF TEMPORARY AERIAL ENCROACHMENT AND TEMPORARY AERIAL EASEMENT** (“*Deed*”) is made and entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 202\_, by the **CITY OF CHARLOTTESVILLE, VIRGINIA**, P.O. Box 911, Charlottesville, Virginia 22902 (“*City*”), as Grantor, and **CHARLOTTESVILLE STADIUM ROAD PROPERTIES KP7, LLC** a Delaware limited liability company, 3000 Locust Street, St. Louis, Missouri 63103 (“*Grantee*”).

### **WITNESSETH:**

**WHEREAS** the Grantee is the owner of a ground leasehold interest, as “Tenant”, in and to that certain real property located in the City of Charlottesville, Virginia, containing 144,044 square feet in the aggregate, more or less, shown as “Tax Map Parcels 16-1, 16-2, 16-3, 16-4, 16-5, 16-8 and the Vacated 30’ Public Right of Way for Woodrow Street” on that certain plat prepared by Joseph C. Medley, Surveyor, dated July 9, 2024, last revised September 18, 2024, entitled “Plat Showing Boundary Line Adjustment and Various Easements Across the Lands of Woodrow Apartments, LLC, Tax Map Parcels 16-1, 16-2, 16-3, 16-4, 16-5, 16-8 and the Vacated 30’ Public Right of Way for Woodrow Street, White Hall Magisterial District, City of Charlottesville, Virginia” and recorded in the Clerk’s Office of the Circuit Court of the City of Charlottesville as Instrument No. 2024-00002784 (hereinafter, “*Grantee’s Property*”); and

**WHEREAS**, the City is the owner of those certain real properties adjacent to the Grantee’s property commonly known as the rights-of-way of Montebello Circle, Stadium Road, Emmet Street South, and Jefferson Park Avenue, together with certain sanitary sewer facilities located in easements granted to the City (hereinafter, collectively, the “*City’s Property*”); and

**WHEREAS**, the Grantee is in the process obtaining the City’s approval of a site plan for the “**VERVE Charlottesville Project**” authorizing development of the Grantee’s Property, including the construction of one or more buildings thereon, identified as the **VERVE**

Charlottesville Project (“**Project**”), and the Grantee now desires to proceed with construction of the Project; and

**WHEREAS**, to facilitate construction of the Project, Grantee desires to place temporary tower cranes (the “**Cranes**”) on the Grantee’s Property, and City council has authorized a temporary aerial easement to allow operation of the Cranes within the areas identified as “Temporary Tower Crane #1 Swing Easement,” “Temporary Tower Crane #2 Swing Easement,” and “Temporary Tower Crane #3 Swing Easement” (collectively, the “**Easement Area**”) on a plat entitled “Plat Showing Temporary Tower Crane Swing Easements, The Verve Project”, dated October 16, 2024 and prepared by Timmons Group (the “**Plat**”), attached hereto and incorporated by reference; and

**WHEREAS**, in consideration of its use and occupancy of the air rights over the City’s Property in the manner described above, the Grantee desires to bind itself, its successors and assigns, for all liabilities for and relating to the construction activities to be conducted by Grantee within the City’s Property during construction.

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants contained herein, the City hereby grants and conveys to the Grantee a temporary aerial encroachment and easement to use the air space over the City’s Property, within the Easement Area (the “**Temporary Aerial Encroachment and Easement**”), subject to the following terms, conditions, or restrictions.

1. Grantee’s rights under this Temporary Aerial Encroachment and Easement shall commence as of the date on which a building permit is issued for construction of the Project (“**Commencement Date**”), and said rights shall terminate (i) on the date as of which the Crane is permanently removed from the Property, or (ii) at the end of a period of five (5) years from the Commencement Date, whichever first occurs.

2. Grantee shall be liable for any and all actual damages to the Easement Area resulting from any negligence attributable to the Grantee and/or its agents, and contractors which relates to the Temporary Aerial Encroachment and Easement over the City’s Property.

3. Grantee shall indemnify, defend, and hold the City harmless from and against any and all liability, losses, suits, actions, causes of action, judgments, claims, demands, damages, penalties, fines, expenses and costs of any and every kind and nature, including without limitation attorney’s fees and costs, incurred by or asserted or imposed against the City by reason of any accident, injury (including death), or damage to any person, property, equipment, or utility facilities (including, without limitation any property, equipment, or utility facilities owned by the City), however caused, resulting from or arising out of the Grantee’s use and occupancy of the Temporary Aerial Encroachment and Easement during the Grantee’s construction activities, by Grantee, its agents, and contractors; except, in any such case, to the extent caused or exacerbated by the City or any party seeking the benefit of such indemnity, defense, and hold harmless rights.

4. The Grantee agrees that the City shall have and retain any and all legal rights it may have pursuant to Virginia Code Sec. 15.2-2009 and Sec. 15.2-2011, as such statutes exist

as of the date of this Deed and as they may subsequently be amended, in addition to any other legal rights or remedies the City may have.

5. During and after its exercise of the rights herein conveyed, the Grantee shall promptly remove all trash and other debris resulting from its development activities or the operation of the Crane, and at its expense shall restore any City Property altered or damaged by Grantee's activities or operations pursuant to this Deed, to the condition they were in immediately prior to the commencement of Grantee's activities or operations pursuant to this Deed, or as nearly reasonable possible, reasonable wear and tear, and damage caused by the City, or by 3<sup>rd</sup> parties unrelated to Grantee or its activities or operations pursuant to this Deed, all being excepted.

6. The Grantee's covenants and agreements set forth within this Deed shall run with the land described herein as the Grantee's Property, and shall be binding on Grantee, its successors, and assigns.

7. By ordinance # \_\_\_\_\_ approved on \_\_\_\_\_, the Charlottesville City Council approved this conveyance and authorized the Mayor to execute documents required in connection with the conveyance. The Mayor is authorized by Charlottesville City Code Sec. 2-7.

*[Signature pages follow]*

WITNESS the following duly authorized signatures.

**Grantor:**     **CITY OF CHARLOTTESVILLE, VIRGINIA,**  
                  a municipal corporation

By: \_\_\_\_\_ (SEAL)  
          Juandiego Wade, Mayor

COMMONWEALTH OF VIRGINIA  
City/County of \_\_\_\_\_, to-wit

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 202\_,  
by Juandiego Wade, Mayor of the City of Charlottesville, Virginia.

\_\_\_\_\_  
Notary Public

Registration #: \_\_\_\_\_

[Affix Seal]

My commission expires: \_\_\_\_\_

*Approved as to Form:*

\_\_\_\_\_  
*Sands Anderson PC, Acting City Attorney*

**Grantee:**

**CHARLOTTESVILLE STADIUM ROAD  
PROPERTIES KP7, LLC,**  
a Delaware limited liability company

By: \_\_\_\_\_

Name: Brandt Stiles

Title: Authorized Signatory

STATE OF

City/County of \_\_\_\_\_, to-wit

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 202\_,  
by Brandt Stiles, as Authorized Signatory of Charlottesville Stadium Road Properties KP7, LLC, a  
Delaware limited liability company, on behalf of said company.

\_\_\_\_\_  
Notary Public

Registration #: \_\_\_\_\_

[Affix Seal]

My commission expires: \_\_\_\_\_

**EXHIBIT A**

Plat showing “Temporary Tower Crane Swing Easements” dated October 16, 2024, prepared by  
Timmons Group Appears on Following Page

[insert Plat]

EASEMENT AREAS:

TOWER CRANE # 1

TOTAL SWING AREA = 142,531 SF

EASEMENT AREA

STADIUM ROAD, EMMET STREET SOUTH &  
JEFFERSON PARK AVENUE R/W's = 31,308 SF

TOWER CRANE # 2

TOTAL SWING AREA = 68,813 SF

EASEMENT AREAS

STADIUM ROAD R/W = 9,844 SF  
MONTEBELLO CIRCLE R/W = 3,548 SF

TOWER CRANE # 3

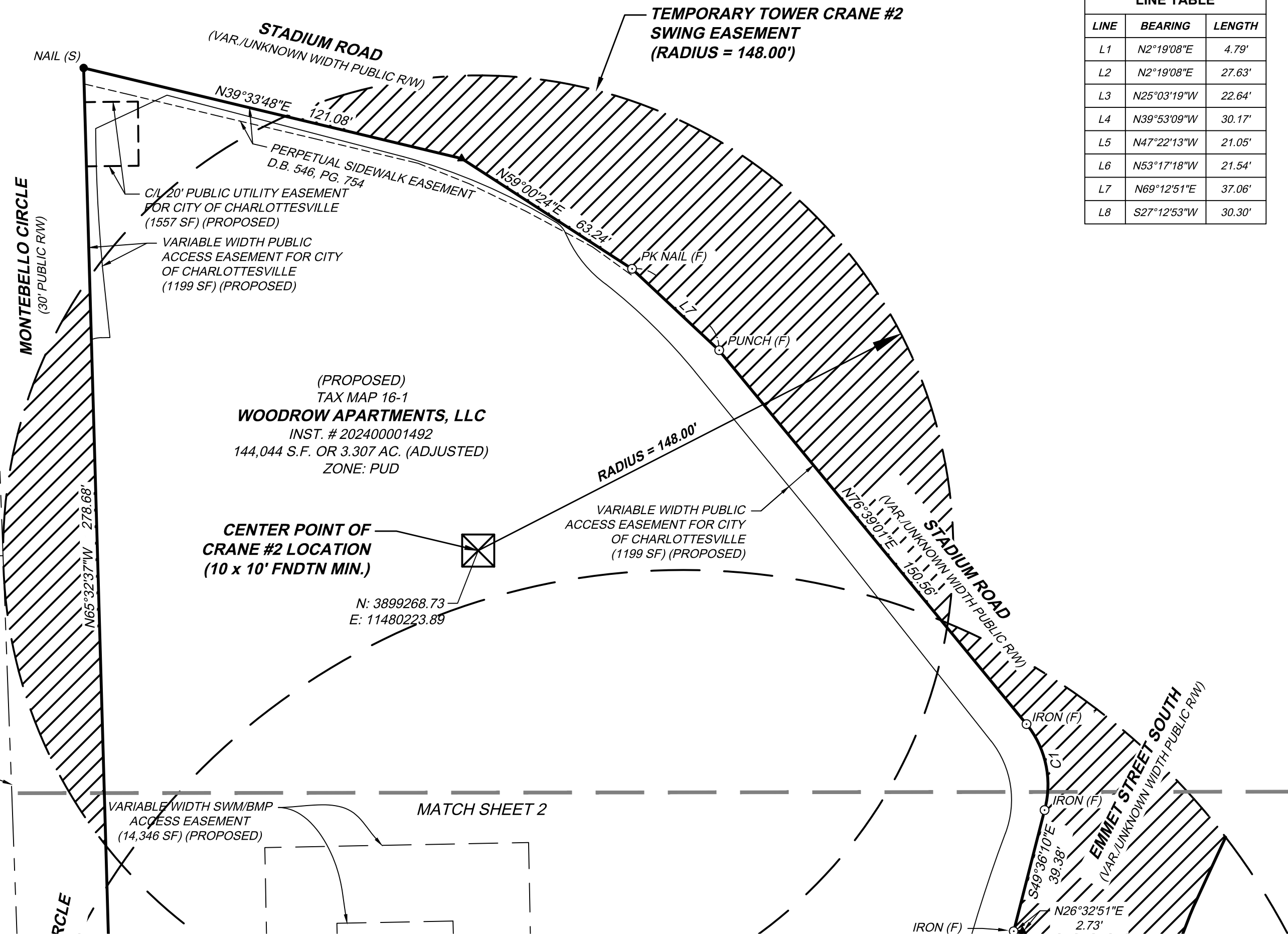
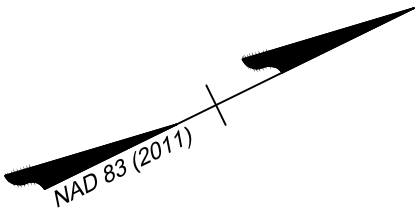
TOTAL SWING AREA = 54,119 SF

EASEMENT AREAS

JEFFERSON PARK AVENUE R/W = 5,151 SF  
MONTICELLO CIRCLE R/W = 1,704 SF

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C1	30.11'	28.25'	15.26'	53°44'49"	S76°28'34"E	27.22'
C2	109.91'	33.67'	16.97'	17°33'02"	S44°12'41"E	33.54'
C3	88.00'	22.63'	11.38'	14°43'53"	S28°04'14"E	22.56'
C4	265.71'	18.65'	9.33'	4°01'14"	S18°41'40"E	18.64'
C5	63.00'	5.25'	2.63'	4°46'22"	S14°17'52"E	5.25'
C6	99.83'	25.94'	13.05'	14°53'25"	S4°27'59"E	25.87'
C7	65.83'	18.69'	9.41'	16°16'04"	S11°06'45"W	18.63'
C8	569.08'	57.41'	28.73'	5°46'48"	S22°08'11"W	57.38'

LINE TABLE		
LINE	BEARING	LENGTH
L1	N2°19'08"E	4.79'
L2	N2°19'08"E	27.63'
L3	N25°03'19"W	22.64'
L4	N39°53'09"W	30.17'
L5	N47°22'13"W	21.05'
L6	N53°17'18"W	21.54'
L7	N69°12'51"E	37.06'
L8	S27°12'53"W	30.30'



TAX MAP 16-22  
MONTEBELLO CIRCLE, LLC

APPROXIMATE R/W  
LINE LOCATION

APPROXIMATE R/W  
LINE LOCATION

TAX MAP 16-21  
MORAVA, JACK &  
ELLEN L CONTINI-MORA

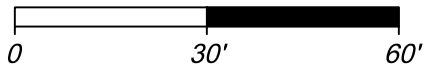
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ACRES  
APPROXIMATE  
CENTERLINE  
DEED BOOK  
FOUNDATION  
INSTRUMENT  
LOCATION  
MINIMUM  
PAGE  
RIGHT-OF-WAY  
SQUARE FEET  
VARIABLE



TEMPORARY CRANE EASEMENT

SCALE 1"=30'



PLAT SHOWING  
TEMPORARY TOWER CRANE  
SWING EASEMENTS  
THE VERVE PROJECT  
CITY OF CHARLOTTESVILLE, VIRGINIA

City of Charlottesville	
DATE: Oct. 16, 2024	SCALE: 1" = 30'
SHEET 1 OF 2	J.N.: 56566
DRAWN BY: TEB	CHECK BY: JCM
Last Revised:	

TIMMONS GROUP

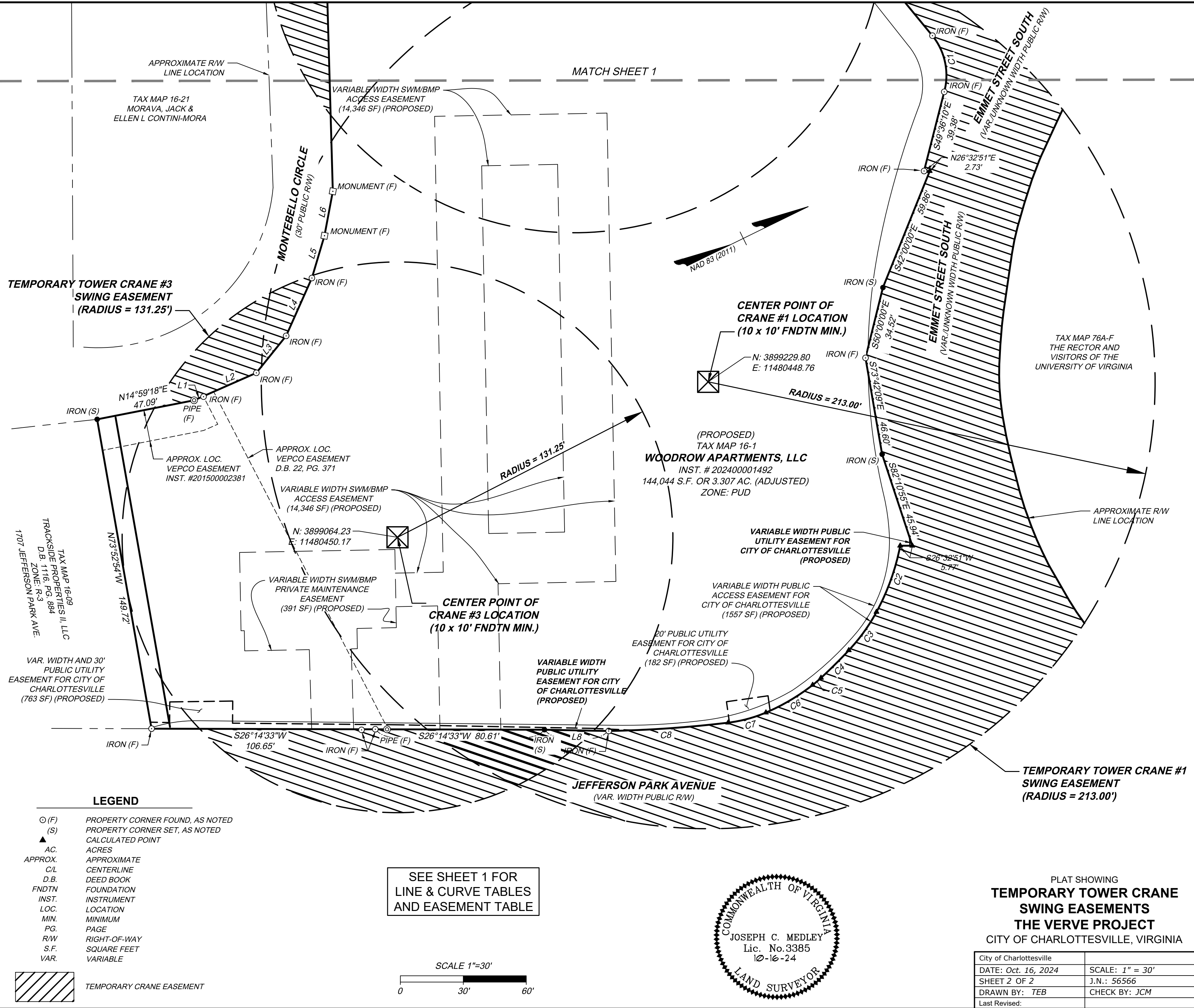
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STANTON OFFICE  
28 Imperial Drive, J. Stanton, VA 24401  
TEL 540.855.0920 FAX 854.855.0786 www.timmons.com

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**TIMMONS GROUP**

**ORDINANCE  
GRANTING A TEMPORARY AERIAL EASEMENT TO  
CHARLOTTESVILLE STADIUM ROAD PROPERTIES KP7, LLC  
FOR CONSTRUCTION OF THE VERVE CHARLOTTESVILLE PROJECT**

**WHEREAS**, Charlottesville Stadium Road Properties KP7, LLC, a Delaware limited liability company, has requested the City Council grant to it a temporary aerial easement across a portion of the City-owned public right of ways for Montebello Circle, Stadium Road, Emmet Street South, and Jefferson Park Avenue, identified as “Temporary Tower Crane #1 Swing Easement,” “Temporary Tower Crane #2 Swing Easement,” and “Temporary Tower Crane #3 Swing Easement” on a plat dated October 16, 2024 prepared by Timmons Group; and

**WHEREAS**, the proposed aerial easements will facilitate construction of one or more buildings known as the Verve Charlottesville Project and construction should be completed within five (5) years; and

**WHEREAS**, in accordance with Virginia Code Section 15.2-1800(B) City Council held a public hearing on the proposed easements following notice as required by law; and

**WHEREAS**, City staff have reviewed the request and have no objection to the conveyance of said easements.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Charlottesville, Virginia that the Mayor is hereby authorized to execute a deed to convey the aerial easements requested by Charlottesville Stadium Road Properties KP7, LLC, as described within the above-referenced plat, provided that such easement shall commence as of the date on which a building permit is issued from construction of the Verve Charlottesville Project and shall extend not more than \_\_\_\_ ( ) years from the date of issuance of the building permit; and further, the Mayor is authorized to execute such other documents as may be required in connection with this conveyance, and all documents shall be in a form approved by the City Attorney.

	Aye	No

Approved by Council \_\_\_\_\_

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

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



Agenda Date:	February 18, 2025
Action Required:	No Council Action Required
Presenter:	Lauren Hildebrand, Director of Utilities
Staff Contacts:	Lauren Hildebrand, Director of Utilities
Title:	<b>Land Use and Environmental Planning Committee (LUEPC) Semi-Annual Report</b>

**Background**

In 1986, the Planning and Coordination Council (PACC) was established with the purpose of promoting cooperation in planning and community development among the City of Charlottesville, Albemarle County and the University of Virginia (UVA). As an advisory body, PACC fostered cooperative planning and provided guidance and recommendations for decisions made by the City, the County and UVA.

In November 2019, City Council, Albemarle County Board of Supervisors and UVA approved dissolution of the PACC and established the Land Use and Environmental Planning Committee (LUEPC) in order to broaden PACC's collaboration beyond land use and to include environmental topics and sustainability. Also, LUEPC would allow professional staff to develop solutions on a continuous basis with regularly scheduled reports to leadership of all three entities. LUEPC is intended to be a vehicle to collaborate and coordinate land use and development plans and projects and to consider environmental and infrastructure issues facing the community.

**Discussion**

LUEPC met both virtually and in-person for the second half of 2024. The committee has continued concentrating on project discussion and coordination. The agendas for the monthly meeting are developed around themes – either geographical areas or specific topics. LUEPC's Semi-Annual Report for the second half of 2024 (attached) has been compiled and includes the highlights of the meetings.

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

This contributes to Goal 4 of the Strategic Plan: Partnerships.

**Community Engagement**

The agenda and meeting minutes for the LUEPC's meetings are published on the Thomas Jefferson Planning District Commission's website for the community to review.

**Budgetary Impact**

There are no budget impacts.

**Recommendation**

There are no staff recommendations, and the report is intended to inform City Council of the LUEPC's meetings.

**Alternatives****Attachments**

1. LUEPC Semi-Annual Report - JULY thru DEC 2024



## Land Use and Environmental Planning Committee Second Half-Yearly Report July through December 2024 Update

The Land Use and Environmental Planning Committee (LUEPC) was established to replace the Planning and Coordination Council (PACC) by the County of Albemarle, the City of Charlottesville, and the University of Virginia (UVA) in 2019. The Committee shares and coordinates land use and development plans and projects; considers environmental and infrastructure issues facing the community; and, from time to time, advances ideas and solutions supporting the mutual advantage of these entities. As part of its charge, the Committee shall, not less than twice each year, submit a report summarizing the group's work.

The County, City and the University face similar environmental planning and project challenges. The committee, by its nature, creates opportunities to address these shared challenges by coordinating community messaging and institutional practices. The second half of 2024 continued the focus on project discussions and coordination. The agendas for the monthly meeting are formed around themes - either geographical areas or specific topics. This report will focus on some of the key themes under discussion. The Committee's meeting minutes and presentations are posted on the LUEPC website which is hosted by the Thomas Jefferson Planning District Commission (TJPDC): <https://vapacc.org>.

Over 2024, two new concepts were added to the LUEPC meetings:

1. A routine cadence in communications between LUEPC and the Virginia Department of Transportation (VDOT) where VDOT representatives are invited on a quarterly basis to share updates on transportation projects, and
2. The inclusion of regular guests with regional perspectives such as the Thomas Jefferson Planning District Commission (TJPDC).

### Charge Statement

The Land Use and Environmental Planning Committee was established to share and coordinate land use and development plans and projects; consider environmental and infrastructure issues facing the community; and, from time to time, advance ideas and solutions that support our mutual advantage. The LUEPC may also serve as an advisory committee to the City, County, and UVA. The Committee will meet regularly to discuss timely issues from each entity and share that information with the public and each entity's senior leadership at biannual updates of all three entities. Through its work, the Committee further seeks to ensure that the actions, policies, and processes of the Committee are reflective of an ongoing commitment by the entities to support an equitable and inclusive community. The Committee defines equity as all community members having access to community benefits and opportunities needed to



reach their full potential and to experience optimal well-being and quality of life; inclusion means that all people shall be respected and valued as members of this community. The Three-Party Agreement dated May 5, 1986, remains in effect as to land use planning between the City, County and UVA.

#### Land Use and Environmental Planning Committee Summary of Activity

Second Half Yearly Report – July through December 2024

Virtual meetings were routinely held via the Zoom meeting platform. For 2024, in-person quarterly meetings were held at the County of Albemarle, 401 McIntire Road, Charlottesville, VA 22902 as UVA served as chair of LUEPC with the City serving as vice-chair. In 2025, the City will serve as the chair of LUEPC.

#### **January 19, 2024:**

ALBEMARLE COUNTY AND UNIVERSITY OF VIRGINIA

Presenters: David Benish, Albemarle County, Planning Chief

Julia Monteith, UVA Office of the Architect, Associate University Planner

- [Three-Party Agreement Presentation](#)

#### **February 16, 2024:**

UNIVERSITY OF VIRGINIA & RIVANNA WATER AND SEWER AUTHORITY

Presenter: Elisa Langille, UVA Office of the Architect, Campus Planner

- [Institute of Biotechnology at Fontaine Research Park Presentation](#)

Presenter: Bill Mawyer, RWSA Executive Director

- [Ragged Mountain Reservoir Water Supply Presentation](#)

#### **March 15, 2024**

TRANSPORTATION

Presenters: Dr. Torsha Bhattacharya, Virginia State office of Trails, Program Manager,

David Cook, VDOT, State Bicycle and Pedestrian Planner

- [VDOT State Trails Office Updates](#)

Presenter: Christine Fix, VPRA, Director of Planning

- [Virginia Passenger Rail Authority](#)

Presenter: Taylor Holden DRPT, Rail Planning and Data Manager

- [DRPT Corridor ID Program Virginia Overview](#)

#### **April 19, 2024**

UNIVERSITY OF VIRGINIA FOUNDATION

Presenters: Frank Hancock, UVA Foundation, Real Estate Project Manager

Andi Cumbo, Birdwood Genealogy

- [Birdwood Cultural Genealogy Presentation](#)

#### **May 17, 2024**

VIRGINIA DEPARTMENT OF TRANSPORTATION

Presenter: Charles Proctor, VDOT, Planner

- [VDOT Barracks Road and Ivy Road Pipeline Studies Presentation](#)

**June meeting canceled.**



### **July 19, 2024**

CITY OF CHARLOTTESVILLE/ ALBEMARLE COUNTY /TJPCD and UTS:

Presenter: Ben Chambers, City of Charlottesville, Transportation Planning Manager

- [City of Charlottesville Transportation Planning Update Presentation](#)

Presenter: Tonya Swartzendruber, Albemarle County, Planning Manager

- [Albemarle County Transportation Projects Presentation](#)

Presenter: Christine Jacobs and Staff, Executive Director

- [TJPCD Regional Transportation and Transit Presentation](#)

Presenter: Patrick Clark, UTS, Alternative Transportation and Micromobility Manager

- [The Value of Commute Club](#)

### **August 16,2024**

ALBEMARLE COUNTY and VIRGINIA DEPARTMENT OF TRANSPORTATION

Presenter: Jodie Filardo, Albemarle County, Director of Community Development

- [Ivy Road Pipeline Study Presentation](#)

Presenter: Sean Nelson, VDOT, Culpeper District Engineer

- [VDOT Transportation Updates Presentation](#)

### **September 20, 2024**

ALBEMARLE COUNTY and UVA FOUNDATION

Presenter: Emily Kilroy, Albemarle County, Economic Development Director

- [Rivanna Station Futures Project- Presentation](#)

Presenter: Debroah van Eersel, UVAF, Chief Administrative Officer and Director of Marketing

- [North Fork Discovery Park Update](#)

### **October 15,2024**

ALBEMARLE COUNTY and RIVANNA WATER AND SEWER AUTHORITY

Presenters: Tonya Swartzendruber, Albemarle County, Planning Manager

Tori Kanellopoulos, Albemarle County, Principal Planner

- [Albemarle County AC44 Activity Centers- Presentation](#)

Presenter: Bill Mawyer, RWSA, Executive Director

- [RWSA Drought Management and Water Supply Programs Presentation](#)

### **November 15,2024**

ALBEMARLE COUNTY and CITY OF CHARLOTTESVILLE

Presenters: Emily Irvine, City of Charlottesville, Climate Program Manager

Kristel Riddervold, City of Charlottesville, Director of the Office of Sustainability

- [Charlottesville Climate Program Update Presentation](#)

Presenters: Emily Irvine, City of Charlottesville, Climate Program Manager

Jamie Powers, Albemarle County, Climate Protection Project Manager

- [Resilient Together Update Presentation](#)

**December meeting canceled.**



LUEPC Membership

Albemarle County

Community Development Director

Facilities and Environmental Services Director

Representative from the County Planning Commission

City of Charlottesville

Neighborhood Development Services Director

Director of Public Works

Director of Utilities

Representative from the City Planning Commission

University of Virginia

Architect for the University

Associate University Planner

Director of Facilities Management

Operations Director of Real Estate and Leasing Services

University of Virginia Foundation

Director of Design and Development

Director of Real Estate Asset Management

Rivanna Water and Sewer Authority

Executive Director

