



CITY COUNCIL AGENDA
April 21, 2025
City Hall Council Chamber

Juandiego R. Wade, Mayor
Brian R. Pinkston, Vice Mayor
Natalie Oschri
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. 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. 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: 2025 Affordable Housing Report
2. Report: Housing Ecosystem Anti-Displacement Toolkit (HEAT) Update: Expanding Affordable Options and Stability
 - a. Report: Establishing the Land Bank Authority: Progress and Next Steps
 - b. Report: Introducing the Charlottesville Affordable Housing Tax Abatement Program ("CAHTAP"): a new tax abatement strategy for housing affordability

5:30 PM CLOSED MEETING (if called)

6:30 PM BUSINESS SESSION

Moment of Silence

Announcements

Recognitions/Proclamations

- Proclamation: Dark Sky Week: April 21-28, 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: April 7 regular meeting; April 14 special meeting
4. Resolution: Resolution to Appropriate \$1,304,308 from the Virginia Department of Transportation ("VDOT") for the Monticello 2nd Project (2nd reading)

City Manager Report

- Report: City Manager Report
 - a. Report: Presentation of Charlottesville Police Department Annual Report
 - b. Report: Presentation of Charlottesville Fire Department Annual Report
 - c. Report: City Manager's 3rd Quarter Work Plan Update

Action Items

5. Public Hearing: Public hearing on the City of Charlottesville's Proposed Real Property Tax Rate
6. Ordinance: Ordinance Establishing the Annual Tax Levy for Tax Year 2025 (1 of 2 readings)
7. Resolution: Resolution Establishing 2025 Tax Year Personal Property Tax Relief Percentage (1 Reading)
8. Public Hearing: Public Hearing for the Program Year 2025-26 One (1) -Year Annual Action Plan ("AAP") for the City's Community Development Block Grants ("CDBG") and HOME Investment Partnerships Programs, and corresponding funding recommendations (1 of 2 readings).
 - a. Resolution: Resolution approving the City of Charlottesville Program Year 2025-2026 One-year Annual Action Plan for the city's CDBG and HOME programs
 - b. Resolution: Resolution appropriating CDBG funds anticipated to be received from the U.S. Department of Housing and Urban Development as outlined in the Program Year 2025-2026 One-year Annual Action Plan, in the approximate amount of \$438,617 (1 of 2 readings)
 - c. Resolution: Resolution awarding HOME Investment Partnership Program funds anticipated to be received from the U.S. Department of Housing and Urban Development as outlined in the Program Year 2025-2026 One-year Annual Action Plan, in the approximate amount of \$83,016 (1 of 2 readings)
9. Resolution: Resolution allocating \$35,000 of FY25 Charlottesville Affordable Housing Fund as an Emergency Grant to the Blue Ridge Area Coalition for the Homeless ("BRACH") for Supportive Housing Program
10. Resolution: Resolution of Intent to Participate in the Biophilic Cities Program

General Business

11. Written Report: 2024 Integrated Pest Management Report
12. Written Report: Rivanna Authorities Quarterly Report

Community Matters (2)

Adjournment

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



Agenda Date:	April 21, 2025
Action Required:	None (Informational Only Presentation)
Presenter:	Antoine Williams, Housing Program Manager
Staff Contacts:	James Freas, Deputy City Manager Alexander Ikefuna, Director, Office of Community Solutions Antoine Williams, Housing Program Manager Madelyn Metzler, Housing Compliance Coordinator
Title:	2025 Affordable Housing Report

Background

In 2021, the City of Charlottesville, Virginia ("City"), adopted its first-ever Affordable Housing Plan ("AHP"). This foundational document called for a bold, equity-centered approach to reversing decades of underinvestment, exclusionary land use policy, and housing insecurity.

Central to the plan was a \$100 million ten (10)-year (FY2022 - 2032) Funding Recommendation—endorsed by sitting City Council Members. The AHP's funding strategy aims to expand affordable housing, prevent displacement, and establish a transparent governance system for effective stewardship.

The information in the 2025 Affordable Housing Report ("AHR") is informed by SAP, Resolutions, Ordinances, Agreements, and Publicly Recorded Funding commitments in the year those commitments/investments became a planned intention of the City Council.

This 2025AHR reflects the City's continued effort to track and communicate its progress. It provides a detailed review of investments, program outcomes, and system reforms implemented between FY2022 and FY2025, the first significant checkpoint since the AHP's adoption. Specifically, this report aims to:

- Document how the City allocates affordable housing funds across various funding streams, including Direct Investments, Tax Relief Programs, and Administration.
- Provide an update on the City's established ten (10)-year vision for housing equity and affordability. The AHP called for the City to reverse decades of underinvestment and exclusion by dedicating \$100 million in local funding over ten (10) years (FY2022 – FY2032).
- Provide some high-level analysis of whether investments are consistent with the AHP's income-level targeting recommendations (50% of funds for <30% AMI households).
- Provide an update on the City's ten (10)-year affordable housing production and preservation strategy, which includes producing 1,100 new supported affordable units, preserving 1,300 existing units, and stabilizing up to 2,200 households through tax relief, vouchers, rehab, and related supports.
- Summarize emerging strategies (e.g., land bank, tax abatement) to sustain long-term affordability.

The 2025 AHR is aligned with the structure of the Agenda Memo that was submitted alongside it, offering complementary information for the City Council's policy deliberation and oversight. It also serves as an

accountability tool — a snapshot of where the City stands, where it is headed, and what will be required to meet both the letter and the spirit of the AHP.

Discussion

A. FY22-25 Funding Summary—Scale and Consistency: *The City's AHP recommends allocating its \$100 million investment over ten (10) years across three (3) strategic categories: Direct Housing Investments, Tax Relief Programs, and Administrative Capacity. This structure is designed to ensure a balance of physical development, immediate financial relief, and the infrastructure needed to govern equitably and efficiently.*

1. Administrative Costs—\$1.27M: While the AHP calls for \$1 million annually to support implementation and oversight, *actual administrative expenditures have totaled \$1.27 million over the first four (4) years, falling significantly short of the \$4 million target at this phase of the AHP.*

Fiscal Year	Total Admin Salaries*
FY22	\$159,216
FY23	\$331,870
FY24	\$364,255
FY25	\$416,986

*Note: Figures reflect full-time and allocated partial salaries related to affordable housing administration.

This investment supports:

- Two (2) full-time housing staff.
- Five (5) fractional positions contributing to grant administration, compliance, and program delivery.
- Key functions include policy development, compliance monitoring, technical assistance, and capacity-building efforts through boards (e.g., Charlottesville Affordable Housing Fund (CAHF) Committee, Housing Advisory Committee (HAC), and Community Development Block Grant (CDBG) Committee) and community partner support.

As the housing pipeline expands and new responsibilities (e.g., Land Bank Authority, ADU Program, Tax Abatement) come online, the operational investment must scale accordingly — supporting service delivery, compliance, reporting, and oversight.

2. Tax Relief Programs—\$9.58M: Between FY22 and FY25, the city committed approximately \$9.58 million to property tax relief and rent relief programs. These efforts help stabilize residents—especially low-income seniors and individuals with disabilities—who are vulnerable to displacement, lack of housing choices or stability, and/or rising housing costs.

Programs Include:

- Housing Assistance Tax Grant
- Rent Relief for the Elderly and Disabled (two (2) Programs of Service)
- Tax Relief for Elderly and Disabled (two (2) Programs of Service)

These investments, through these five (5) programs, complement physical housing production by supporting long-term affordability and advancing anti-displacement goals.

3. Direct Housing Investments—\$47.92M: From FY22 to FY25, the city invested \$47.92 million in direct housing initiatives through its Capital Improvement Program (“CIP”). This includes support for major redevelopment projects, nonprofit construction, acquisition of naturally occurring affordable housing (NOAH), and preservation efforts.

Major initiatives that were funded during this period:

- Friendship Court (Kindlewood) infrastructure and Phases 1–2
- CRHA Public Housing Redevelopment (multiple sites)
- MACAA Senior Apartments (1025 Park Street)
- Park Street Family Apartments (1200 Park Street)
- Carlton Mobile Home Park Acquisition
- South First Street Phase 2 and 6th Street Phase 1
- Charlottesville Affordable Housing Fund (“CAHF”)
- Charlottesville Supplemental Rental Assistance Program (“CSRAP”)

Note: These direct investments have supported creating and preserving hundreds of affordable units across multiple AMI tiers. However, as discussed in the next Section, units serving households earning ≤30% AMI remain underrepresented compared to AHP benchmarks.

B. Pipeline and AMI Targeting—As outlined in the AHP, the City is committed to producing and preserving affordable housing units across specific income bands with a clear and balanced focus. Specifically, the AHP recommends constraints on funding as appropriate to target funding allocation specific to the Area Median Income (AMI) level served:

- **50% of the allocations** should support households earning **≤30% AMI**.
- **30% of the allocations** should support households earning **60% AMI**.
- **20% of the allocations** should support households earning **80% AMI**.

These investment ratios were designed to prioritize deeply affordable housing for residents most impacted by exclusionary policy, gentrification, and housing insecurity.

1. SAU Pipeline Baseline to Date: As FY2025 closes, the City’s working Supported Affordable Unit (“SAUs”) pipeline reflects 983 SAUs supported through City funds. Accordingly, these units are distributed by income level as follows:

- **≤30% AMI:** 348 units (35%)
- **60% AMI:** 427 units (43%)
- **80% AMI:** 208 units (21%)

The previously major initiatives mentioned projects include CRHA redevelopment phases (e.g., South First Street Phase 2, 6th Street Phase 1), Friendship Court (Kindlewood) Phases 1-2, MACAA and PHA-led senior and rental housing projects, Habitat for Humanity homeownership sites, and strategic acquisitions (e.g., Dogwood Housing, Carlton Mobile Home Park).

Note: City Council's approval of FY25 CAHF Grants on April 7, 2025, is projected to add approximately forty (40) additional units, pending implementation. This would bring the pipeline total to 1,023 units by FY26.

2. Key Considerations: Distribution and Balancing Funding Commitments with Needs. While the City is making strong progress toward the AHP's unit goals, the distribution of units by AMI reveals a continued gap at the deepest affordability level:

- Units targeted to **≤30% AMI households** remain below the 50% investment benchmark, currently at approximately **34% of pipeline production**.

The observed under-representation likely reflects misalignments or discrepancies between direct funding allocations and the priorities established by AHP or municipal housing policies. Additionally, community partners highlighted the complexities arising from actual costs and the structural barriers that impede progress and the delivery of SAUs that service this high-priority area of deeply affordable units. Some resulting complexities reported to staff during this period include but are not limited to:

- **Higher per-unit subsidies**
- **Longer timelines** for development and occupancy
- **More intensive support services**
- **Greater dependence on layered financing** (LIHTC, vouchers, federal)

Many of the City's deeply affordable units (e.g., those that service ≤30% of AMI households) are concentrated in CRHA-led redevelopments. While this is appropriate, it raises important equity considerations around **geographic distribution** and **access to safe, stable housing opportunities** across cost-burdened neighborhoods.

Additionally, tools like **CSRAP** and **HOPS-funded services** offer deep affordability that is not always captured in unit production counts but remains an essential component of the City's broader equity strategy.

3. Looking Ahead: FY26-30 CIP—With \$12.7 million scheduled for allocation in FY26 and an additional anticipated request of approximately \$40.2 million for FY27-30, the total proposed investment in affordable housing reaches \$53 million. These projected allocations will initiate or extend significant housing efforts.

- **Increase production for ≤30% AMI households** e.g., Westhaven Redevelopment, Friendship Court (Kindlewood) Phase 3.
- **Diversify development partners** beyond public housing authorities.
- **Advance mixed-income and inclusionary zoning models** that integrate deep affordability into broader housing delivery.

Observation: The next five (5) years will be pivotal. Achieving the AHP's AMI targets will require the intentional allocation of remaining dollars to deepen affordability, diversify geographic impact, and reinforce compliance, reporting, and monitoring capacity.

Alignment with City Council's Vision and Strategic Plan

- **2023 Strategic Framework:** Supports equitable growth, partnerships, housing affordability, some climate actions, and sustainability—goals that a land bank can help achieve by re-purposing underutilized land for affordable housing.
- **Comprehensive Plan (2021):** This plan focuses on inclusive neighborhoods and sustainable development. A land bank can facilitate affordable housing and neighborhood revitalization in alignment with goals.
- **Affordable Housing Plan (2021)**
- **Climate Action Plan 2023-2027** (*where or when applicable*).
- **Consolidated Plan** (*where or when applicable*).

Community Engagement

The success of the City's AHP depends not just on funding but on inclusive partnerships and responsive governance.

- **Partner Collaboration:** OCS works closely with nonprofit developers — to deliver projects ranging from public housing redevelopment to affordable homeownership. These collaborations extend beyond funding to include technical support and shared implementation.
- **Resident Voice:** Residents help shape housing solutions. The Friendship Court (Kindlewood) and Carlton Mobile Home Park projects integrate resident input into planning and design. CRHA's Resident Advisory Board continues to guide redevelopment efforts from within the community.
- **Transparent Processes:** The City has improved the accessibility and fairness of its Grant Programs (CAHF and HOPS), using competitive funding cycles and HAC input to ensure accountability.
- **Institutional Support:** University of Virginia faculty and students have supported the City's housing work through research, pipeline analysis, and equity-focused data tools — expanding capacity and sharpening strategy.
- **Real-Time Tracking:** A new Housing Investment Dashboard, developed internally and now in beta form, will allow for real-time monitoring of housing investments and outcomes — reinforcing transparency and responsiveness.
- **Ongoing Oversight:** The City Manager's Transparency Portal, and this annual AHP, provide regular public updates on spending, results, and challenges — helping to keep the AHP grounded in civic trust and shared responsibility.

Budgetary Impact

As of FY2025, the City has committed or allocated approximately:

- **\$47.92 million** in direct affordable housing investments (**FY22 – FY25**), including CAHF Grants, CSRAP, public housing redevelopment support, and other City-supported CIP housing projects.
- **\$9.58 million** in local **Tax Relief Programs**, supporting residents through the Charlottesville Housing Assistance Grant, Rent Relief for elderly and disabled households, and real estate tax relief.
- **\$1.27 million** in **administrative costs**, covering full-time and fractional staffing, technical support, and governance functions within the OCS.

Together, these categories represent a total of approximately **\$58.77 million in City investment over the first four (4) years of AHP implementation**.

From FY26 to FY30, the total proposed investment in affordable housing, as part of the CIP, is \$53 million, which includes approximately \$12.7 million in FY26 and \$40.2 million in subsequent years.

Affordable Housing Projects

	FY2026 CIP BUDGET				
	FY2026	FY2027	FY2028	FY2029	FY2030
Affordable Housing					
Westhaven Redevelopment	\$5,000,000	\$5,000,000	\$5,000,000	\$0	\$0
Public Housing Redevelopment	\$3,000,000	\$0	\$0	\$0	\$0
PHA - 501 Cherry Avenue Development	\$1,000,000	\$2,150,000	\$0	\$0	\$0
Friendship Court Redevelopment: Phase 3	\$0	\$2,047,500	\$1,102,500	\$0	\$0
Friendship Court Redevelopment: Phase 4	\$0	\$0	\$0	\$2,925,000	\$1,575,000
Charlottesville Affordable Housing Fund (CAHF)	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Salvation Army-Operations	\$0	\$250,000	\$250,000	\$250,000	\$250,000
CSRAP	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000
Friendship Court Redevelopment: Infrastructure Improvements	\$0	\$650,000	\$350,000	\$1,560,000	\$840,000
Carlton Mobile Home Park	\$1,332,200	\$1,230,400	\$1,153,600	\$1,076,800	\$3,000,000
AFFORDABLE HOUSING TOTAL	\$12,732,200	\$13,727,900	\$10,256,100	\$8,211,800	\$8,065,000

Observation: If fully executed — and pending future appropriations, reconciliations, or revisions — the City's projected ten (10)-year affordable housing investment would total approximately \$120.12 million, exceeding the original \$100 million AFP budget recommendation. However, this overage is driven largely by Direct Investments, which are on pace to exceed their \$70 million target by nearly 45%. In contrast, Administrative Costs remain underfunded, with just \$1.27 million expended over the first four (4) years, well below the \$4 million AHP benchmark for that same period. These dynamics suggest that while overall funding is ahead of schedule, careful alignment with the AHP's category-specific targets, particularly for implementation capacity and deeply affordable unit production, will be essential moving forward.

IMPORTANT CONSIDERATION: It is important to note that **certain CRHA-related projects in the CIP are bond-funded**, which introduces financing costs that are not reflected in the base investment totals. These costs, typically ranging from **3% to 4%**, will be borne through the City's standard debt service and could increase the City's overall financial obligation associated with these investments.

Recommendation

This Presentation is for information and discussion only. However, based on current trends and funding trajectories, City Council may wish to consider the following areas for guidance to the City Manager and Staff:

A. Support Targeting Goals for Deep Affordability

1. City Council may wish to affirm that future-year housing investments should prioritize households earning $\leq 30\%$ AMI, consistent with the AHP's equity framework.
2. City Staff can be directed to ensure that funding allocations (e.g., CAHF, CSRAP, land acquisition) are explicitly aligned with this targeting goal.

B. Provide Direction on Sustaining Implementation Capacity

1. Given that administrative funding remains below plan benchmarks, City Council may consider signaling support for reaching the AHP's \$1M/year target.
2. This would enable the City Manager to build the staffing and technical infrastructure needed for oversight, compliance, and performance.

C. Clarify Expectations for Executing FY26 – 30 CIP Commitments

1. With over \$53M in proposed housing allocations in the FY26 – 30 CIP, City Council may request regular reporting on agreement status, timing, and any necessary re-allocations.
2. Direction may be needed to prioritize readiness and alignment with community needs and AHP goals.

D. Reinforce Support for Policy Tools in Development

1. City Council may reaffirm its commitment to fully implementing key policy tools outlined in the AHP — including the Land Bank Authority and Affordable Housing Tax Abatement Program.
2. City Staff can be directed to bring forward implementation timelines, governance structures, and funding implications to ensure these tools are aligned with the City's affordability and equity goals.

Note: Both tools are the subject of subsequent presentations. This Report provides foundational context for how they support and extend the City's ten (10)-year housing strategy.

E. Maintain and Strengthen Transparency and Evaluation Practices

1. City Council may continue to support the use of public-facing dashboards and reporting mechanisms to track housing investments and outcomes.
2. Periodic updates on AMI targeting, unit performance, and geographic equity can help maintain accountability.

Alternatives

No Council action is required. This report is presented for information and discussion only.

Attachments

1. Attachment A - Tables/Figures 1-3
2. Attachment B - Snapshot Community Indicators
3. Attachment C - PowerPoint Presentation 2025 Affordable Housing Report
4. Attachment D - Referenced Key Excerpts of 2021 Affordable Housing Plan

2025 Affordable Housing Report

City of Charlottesville Attachment A

1. Administration Expenditures

The City of Charlottesville has steadily expanded its internal affordable housing administration capacity since FY2022. While the Affordable Housing Plan (AHP) recommended an average of \$1 million per year for administrative expenses, actual administrative salary costs to date remain below that target. These expenses support critical operational functions of the Office of Community Solutions (OCS), including program design, fund administration, compliance oversight, technical assistance to grantees, policy enforcement, and capacity-building activities.

(Figure 1: A table detailing administrative expenditures, e.g., salaries—namely, of the city from FY22-FY25)

Category	FY22	FY23	FY24	FY25
Full-Time Staff Salaries	-	\$117,866	\$193,249	\$222,107
Allocated Staff, Salaries (Partial)	\$159,216	\$214,004	\$171,006	\$194,879
Total Salaries	\$159,216	\$331,870	\$364,255	\$416,986

Note: Full-time staff includes 2 FTEs solely dedicated to the AHP. Partial allocations represent five staff members, with 20%–80% of their time dedicated to AHP implementation. Examples of activities covered by these costs include:

- **Program Administration:** Running competitive citywide Notice of Funding Availability (NOFA) cycles, managing Charlottesville Affordable Housing Fund (CAHF) and Housing Operations and Program Support (HOPS) grant awards.
- **Compliance & Monitoring:** Reporting, inspecting, and evaluating housing outcomes.
- **Policy Development:** Development and implementation of strategies, programs, and services, e.g., Land Bank Authority and Tax Abatement Performance or recently adopted Affordable Dwelling Unit Program.
- **Technical Assistance:** Studies and research, consultants, and supporting capacity-limited community partners
- **Training & Capacity Building:** Professional development and certifications, Supporting community-led boards and housing nonprofits.

With the scale of the affordable housing pipeline and the complexity of projects in motion (zoning changes, land bank formation, ADU compliance, etc.), full realization of the \$1 million per year administrative benchmark will be essential.

2. Tax Relief Programs

The City's Affordable Housing investments also include targeted tax relief programs that support low-income homeowners and renters. These programs reduce the risk of displacement, especially among elderly or disabled residents on fixed incomes. Between FY22 and FY25, the City allocated over **\$9.5 million in combined tax relief**.

(Figure 2: A table detailing allocation in various tax relief programs of the city from FY22-FY25)

Program	FY22	FY23	FY24	FY25
Charlottesville Homeowner Assistance Program	\$924,986	\$1,333,149	\$1,254,042	\$1,315,000
Rent Relief – Disabled	\$162,529	\$123,206	\$99,680	\$118,000
Rent Relief – Elderly	\$27,500	\$34,102	\$30,043	\$38,000
Tax Relief – Disabled	\$221,626	\$216,665	\$217,650	\$231,000
Tax Relief – Elderly	\$469,196	\$716,341	\$1,035,838	\$1,016,000
Total	\$1,805,837	\$2,423,463	\$2,637,253	\$2,718,000

These programs are designed and administered by the Commissioner of Revenue and are aligned with the AHP's goal of stabilizing long-time or vulnerable residents.

3. Direct Housing Investments

The City's Capital Improvement Program (CIP) remains the largest funding source for direct affordable housing production, preservation, and acquisition. Key investments since FY2022 include a total of just under \$48 million:

(Figure 3: A table detailing direct affordable housing investment allocations of the city from FY22-FY25)

Direct Funded Item	CIP	Other
CAHF	\$4,850,000	\$0
CSRAP	\$3,600,000	\$0
Friendship Court (PHA)	\$6,144,841	\$0
VCF – Housing Line	\$0	\$1,000,000
501 Cherry Ave (PHA)	\$3,150,000	\$3,350,000
Dogwood Portfolio (CRHA)	\$0	\$5,025,154
Carlton Mobile Home Park	\$0	\$744,000
1025 Park St Apartments (PHA)	\$3,770,000	\$0
1200 Park Street Apartments (PHA)	\$2,250,000	\$0
Virginia Supportive Housing Vista 29	\$0	\$750,000
South First Street (CRHA)	\$6,000,000	\$0
6th Street Phase 1 (CRHA)	\$6,000,000	\$0
Salvation Army Center of Hope	\$0	\$1,282,579
Total	\$35,764,841	\$12,151,733

2025 Affordable Housing Report

City of Charlottesville Attachment B

Community Indicators



\$124,200
Area Median Income

*Effective April 2024
(HUD)*



\$495,000
Median Sales Price

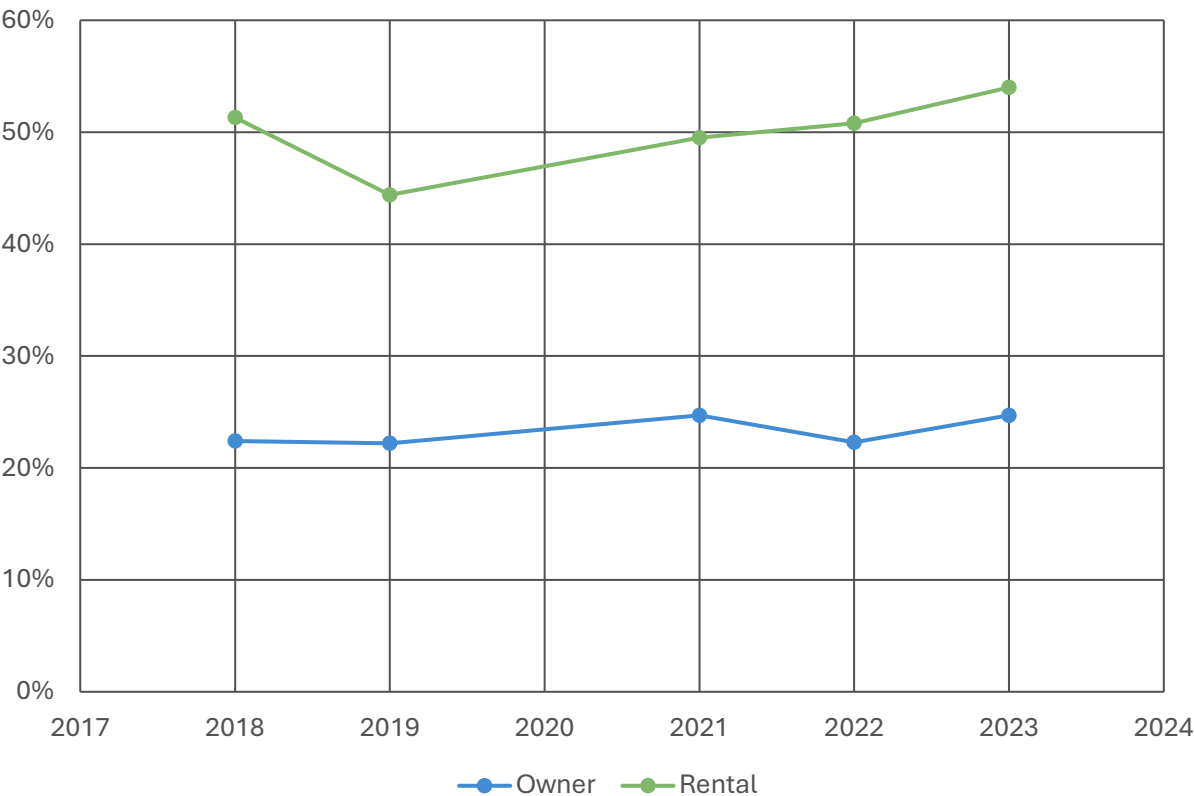
*As of December 2024
(CAAR Home Sales Report)*



\$2,100/month
Median Rent

*As of March 2025
(Zillow Rent Index)*

Households Spending Over 30% of Income on Housing



American Community Survey



To be a place where everyone thrives.

Presented: April 21, 2025, 4 PM City Council Opening Session
By the City's Office of Community Solutions




What Is this Affordable Housing Report (AHR)?

- Third checkpoint since adoption of the 2021 Affordable Housing Plan (AHP)
- Tracks progress from FY22 to FY25 across:
 - Direct Investments
 - Tax relief Programs Budgets
 - Administrative Expenditures and Capacity
- Provides analysis, accountability, and forward-looking recommendations

Note: *The Council is not being asked to take action tonight. This presentation is intended to inform and guide continued alignment with the 10-year AHP strategy.*



AHP Milestone Update: Housing Staff Now Testing Housing Investment Tracking Dashboard (Beta)

-  **Supports AHP Funding Recommendation Pillar Four (Page 12):**
- **Scale** – Cumulative Investments
- **Consistency** – Multi-year flow tracking
- **Targeting** – AMI and unit analysis
- **Transparency** – Public-facing, policy-informing, and information sharing
Testing May 1 – July 30th. Early access with QR Code is available





10-Year Affordable Housing Plan (AHP) Framework Overview

A. Three Core Funding Categories

- **\$70M** – Direct Housing Investments
- **\$20M** – Tax Relief & Stability Programs
- **\$10M** – Administrative Capacity and Expenditures

=\$100M over 10 Years

B. 10-Year Housing Targets

- **1,100 new Supported** Affordable Units (SAUs)
- **1,300 existing SAUs** preserved
- **Up to 2,200 households** stabilized (e.g., tax relief, rehab, vouchers)

C. Income Targeting Guidelines

- **50% of funds for ≤30%**AHP Income Targeting Framework (Page 13 of AHP AMI households)
- **30% of funds for 31–60%** AMI households
- **20% of funds for 61–80%** AMI households

 **So, what does that mean in practice?**

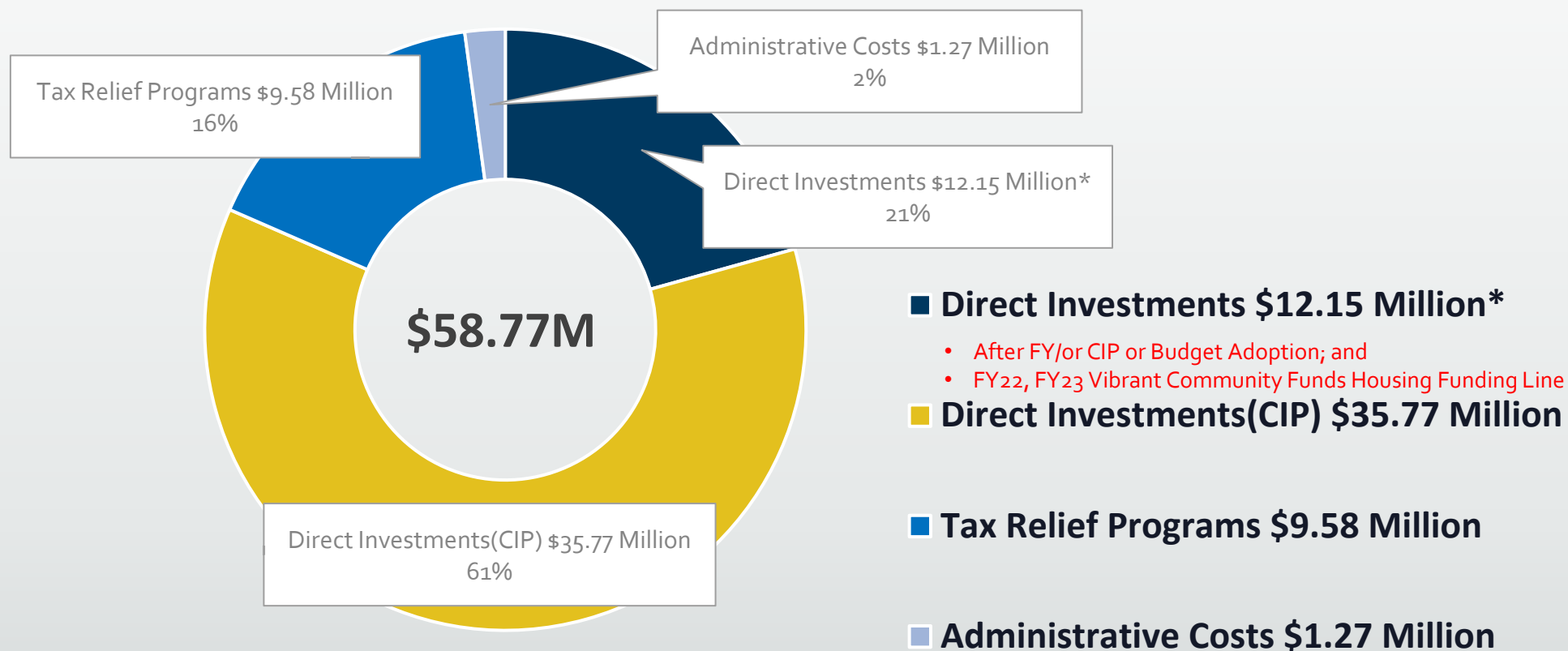
If we apply those AHP equity benchmarks to the 1,100 new SAUs target, we could target to achieve **550** units serving ≤30% AMI; **330** units for 31–60% AMI; and **220** units for 61–80% AMI

The same conceptual distribution could apply to the preservation and stabilization goals — especially for funding decisions, voucher programs, and acquisition priorities.



FY22-25 Total Investment Summary

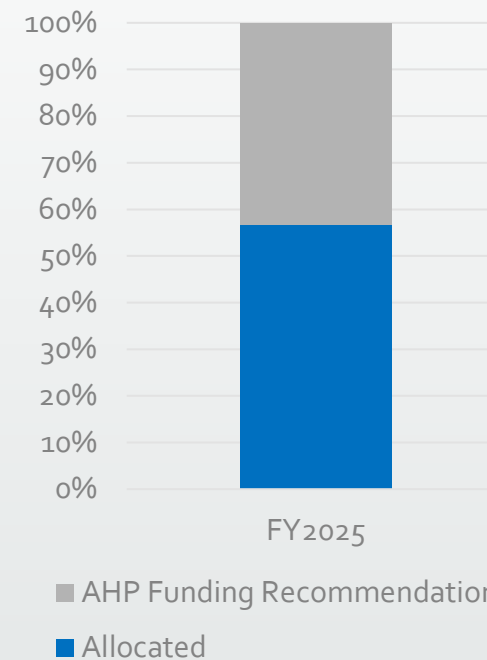
These figures reflect actuals and committed funding verified through the City's internal accounting system (SAP).





FY22-25 Total Investment Summary

Investment Category	Total (FY22–FY25)	% of \$100M AHP Goal
Direct Housing Investments	\$47.92 Million	46%
Tax Relief Programs	\$9.58 Million	9.6%
Administrative Costs	\$1.27 Million	1.2%
Total (FY22–25)	\$58.77 M	57%



Observation:

Charlottesville is making real progress, **with nearly 60%** of the \$100M Affordable Housing Plan already invested by FY25. However, **future-year spending must remain balanced to uphold transparency, implementation capacity, and the Plan’s commitment to deep affordability (≤30% AMI).**



Direct Investments Breakdown (FY22–FY25)

Key Direct Investments
CAHF
CSRAP
Kindlewood (PHA)
VCF – Housing Line
501 Cherry Ave (PHA)
Carlton Mobile Home Park
Dogwood Portfolio (CRHA)
1025 Park St Apartments (PHA)
1200 Park Street Apartments (PHA)
Virginia Supportive Housing Vista 29
South First Street Phase 2 (CRHA)
6th Street (CRHA)
Salvation Army Center of Hope
Total



CIP	Other
\$4,850,000	\$0
\$3,600,000	\$0
\$6,144,841	\$0
\$0	\$1,000,000
\$3,150,000	\$3,350,000
\$0	\$744,000
\$0	\$5,025,154
\$3,770,000	\$0
\$2,250,000	\$0
\$0	\$750,000
\$6,000,000	\$0
\$6,000,000	\$0
\$0	\$1,282,579
\$35,764,841	\$12,151,733



Total = \$47,916,574



Supported Affordable Unit (SAU) Pipeline—FY22–25

■ Total Pipeline Units: 983 (as of FY25)

- ≤30% AMI: **348 units** (35%) – **Suggested Target (50%)**
- 31–60% AMI: **427 units** (43%) – **Suggested Target (30%)**
- 61–80% AMI: **208 units** (20%) – **Suggested Target (21%)**

🎯 **Observation:** On target, +/- approx. 40 additional units pending from April 2025 CAHF approvals
→ Projected Total: ~1,023 by FY26

⚠️ **Point of Caution / Imbalance:** While the City is making progress on affordable unit production, the share of units targeted to households earning ≤30% AMI remains below the 50% goal outlined in the Affordable Housing Plan.



FY26–FY30 CIP Outlook + Budget Snapshot

Future Investment Outlook & Budget Summary

Projected CIP Allocations (FY26-FY30)

- FY26 - \$12,732,200
 - FY27 - \$13,727,900
 - FY28 - \$10,256,100
 - FY29 - \$8,211,800
 - FY30 - \$8,065,000
- = \$52.9 Million

Budget Totals

Category	FY22–FY25	FY26-FY30 (Future Proposed)
Direct Investments	\$47.92M	~\$53M* Rounded from 52.9
Tax Relief Programs	\$9.58M	~\$3.1M
Administrative Costs	\$1.27M	~\$5M* (Demand +Target Based)
Total	\$58.77M	~\$61.1M

- **Observation:** If all projections hold, **the City’s total 10-year investment will reach ~\$119.87, exceeding the original \$100M Affordable Housing Plan by approximately. \$20 million—or by more (ranging + 3%—4%) depending on financing/bonding cost for specific CRHA redevelopment projects funded in CIP FY25 and FY26-28, e.g., South First Street Phase 2, Sixth Street Phase 1, or Westhaven Redevelopment Project.**



Policy Observations & Strategic Alignment Consideration

■ Key Observations:

- Direct Investments are ahead of pace, projected to exceed their \$70M goal by nearly 45%
- Administrative capacity remains underfunded, with only 13% of AHP's admin target met to date
- ≤30% AMI units account for just ~34% of the pipeline — well below the 50% equity target

🕒 Strategic Tools Advancing the Plan: What Comes Next—FY25 Closeout & FY26 Strategic Alignment

- **Citywide Fiscal Coordination and Alignment** - Coordinate with the Budget Office and Finance Committee to validate investment figures and present one final data update — with outcomes summarized in a forthcoming City Manager's Report to ensure financial clarity and alignment.
- **Land Bank Authority** — Preserving affordability through land banking mechanisms and programs
- **Tax Abatement Program** — Supporting low-income homeowners
- **ADU Program & Manual** — Implemented 2024; driving inclusionary production
- **Housing Investment Dashboard (Beta)** — Supports transparency, tracking, and compliance



OCS Recommendations & Questions for Council

■ Recommendations:

1. Reinforce funding for $\leq 30\%$ AMI production
2. Scale administrative support to match implementation needs
3. Align future CIP appropriations with Plan equity and category targets
4. Support full execution of Land Bank, Tax Abatement, and ADU Programmatic Updates and tools
5. Maintain and enhance transparency tools (e.g., Dashboard, Reporting)

■ Questions for Council:

- **Does the Council support continued prioritization of deeply affordable housing?**
- **How should future-year CIP items be assessed** for alignment with the Affordable Housing Plan and council focus (*a guide for what the 2026 Affordable Housing Report will focus on*)
- **(Following the subsequent presentations)** Does the Council affirm the City Manager's direction to implement Land Bank and Tax Abatement initiatives?



Thank You

Executive Summary | Funding Recommendations

Charlottesville should make a **strong and recurring financial commitment** to address housing needs in Charlottesville.

In particular, the City should implement the following recommended changes to its funding policies:

Scale	Dedicate \$10M per year to fund affordable housing, to (1) increase the number of subsidized affordable homes by 1,100 homes (on top of an existing stock of 1,630 actively subsidized homes), (2) preserve 600 existing subsidized affordable homes, and (3) stabilize 1,800 to 2,200 owner and renter households facing housing instability.			
Consistency	Make a commitment to sustain this level of funding for ten years , identifying sustainable and reliable source(s) of dedicated funding.			
Targeting	Target funding towards extremely low-income households to ensure that public funding is targeted to incomes with the greatest need. Allocate 50% of funding to serve households with incomes up to 30% of Area Median Income (AMI), 30% of funding for households earning up to 60% AMI, and 20% of funding for households earning up to 80% AMI.			
	E.g., for a three-person household:	30% AMI: \$25,350	60% AMI: \$50,760	80% AMI: \$67,600
Attach funding awards to community representation, duration of affordability, and leverage of non-public funds. Projects that receive public funding should be administered and governed by organizations that directly represent the beneficiaries of housing assistance. Funding awards should also incentivize permanent affordability of both renter- and owner-occupied housing. Finally, public dollars should incentivize maximum leverage of federal, state, and private funding.				
Transparency	Clearly identify overall housing expenditures within the City’s budget, and publish metrics on program funding, capacity, and impacts to create accountability and measure progress towards housing goals.			

The funding chapter provides additional detail on recommended policy changes, as well as the anticipated impacts of these changes.

See Appendix for full table of Area Median Incomes and affordable rents in Charlottesville.
HR&A Advisors, Inc.

Funding | Scale and Consistency

The City of Charlottesville should dedicate \$10 million per year to invest in housing affordability over the next ten years. This proposed figure of \$10M represents *total*—not additional—spending, and it represents *local* spending, not including additional funding provided through state or federal sources. As appropriate, direct subsidy should be centralized and allocated through the Charlottesville Affordable Housing Fund.



RECOMMENDED CHANGES

The City has historically “spent” close to \$2M per year on household tax relief, provided to low-income households through the Charlottesville Housing Affordability Program and to elderly and disabled households through the Real Estate Tax Relief program. This allocation, which supports housing stability for low-income homeowners, should be highlighted within the City’s housing budget.

The majority of the \$10M should be allocated to direct subsidy. These expenditures include both “**capital**” subsidies used to build and preserve affordable homes, such as financing for public housing redevelopment and single-family infill development, and “**operating**” subsidies provided on an ongoing basis, such as emergency rental assistance and property tax relief. This funding includes the City’s current commitments to affordable housing programs including CSRAP and planned new subsidized housing developments. As appropriate, the allocation of these funds should be made **through the Charlottesville Affordable Housing Fund (CAHF) with input from the CAHF committee.**

As part of its \$10M annual commitment, the City should set aside \$1M in funding each year for administrative costs and capacity building. This is a standard practice for housing departments, programs, and funds. These funds would pay for the personnel required for a variety of tasks: to run a competitive process to award funds; monitor and evaluate impact; enforce compliance; design and develop new housing policies; provide technical assistance for funding recipients to improve their expertise and effectiveness; and provide training for new board members of the HAC, especially those who are community representatives and might not work on housing professionally.

Funding | Scale and Consistency

The City has already recently made significant commitments for future spending on housing. These commitments effectively fulfill the recommended \$10M commitment through 2025.

\$40M Capital Improvement Program funding commitment, 2020-2025

Some of these commitments have been detailed in the City's Capital Improvement Program (CIP), which allocates about \$40M between 2020 and 2025 towards a number of housing programs.

\$5.25M

Rental vouchers through the Charlottesville Supplemental Rental Assistance Program (CSRAP)

\$15M

Public housing redevelopment

\$17M

Friendship Court project

\$3.125M

Housing rehabilitation and residential energy conservation

Other annual housing expenditures, average of historical and projected spending 2020-2025

In addition to these commitments made in the CIP, the City has historically supported other housing programs through tax relief and through other direct subsidies allocated through the City's operating fund.

\$1.7M

Average annual property tax relief for low-income, disabled, or veteran homeowners

~\$500K

Vibrant Communities Fund, competitively allocated to various housing nonprofits

CONTEXT

Funding | Scale and Consistency

Charlottesville has committed a significant amount of funding for a city of its size. A commitment of \$100M over ten years would put Charlottesville in the top tier of cities making strong and lasting commitments to affordable housing.

For the sake of comparison, the table below focuses on only funding used for direct subsidy, excluding property tax relief and administrative costs. Therefore, Charlottesville’s commitment shows \$70M, excluding an estimate of \$10M for administrative costs and \$20M for tax relief over ten years.

CONTEXT

	Raleigh, NC	Durham, NC	Richmond, VA	Washington, D.C.	Charlottesville, VA
Funding Commitment Size and Sources	\$80M bond	\$95M bond (in addition to \$65M of existing expenditures, part of \$160M housing plan)	\$80M from dedicating tax revenues from properties phasing out of partial tax exemption	\$100M+ through housing trust fund, from transfer taxes and general fund	\$70M in direct subsidy funding
Time Period	5 years	5 years	10 years	annual	10 years
Population	470,000	275,000	230,000	685,000	50,000
\$ Per Capita Per Year	\$34	\$116	\$35	\$146+	\$140

Funding | Scale and Consistency

RECOMMENDED CHANGES

Charlottesville needs to identify one or more dedicated funding sources to sustain its commitment to affordable housing beyond 2025. Increased spending on housing will require either reallocating funding from other programs within the existing budget, or creating new fees or taxes that expand revenue sources.

If funds cannot be reallocated from other priorities to support ongoing housing programs, the City will need to more closely evaluate potential funding sources. This analysis will need to consider several key factors:

Legality	Revenue potential	Revenue stability	Equity
Is this form of tax or fee legal in Virginia?	How much revenue is this tax or fee estimated to yield on an annual basis?	Does the tax or fee provide a reliable and stable source of funding?	Does the fee’s impact on the tax base meet the City’s equity goals? Is the tax regressive?

Examples of revenue sources used for housing trust funds elsewhere in Virginia include:

Property tax increase

Additional property tax dedicated to housing
Example: Richmond, VA

Meals tax

Additional tax on restaurant food and beverage sales
Example: Alexandria, VA

Developer contributions

Impact fee on new market-rate residential development
Examples: Alexandria, VA; Fairfax, VA

Charlottesville currently funds its housing programs through general fund and capital fund contributions. Charlottesville already uses these and other revenue sources to fund a variety of programs. **To sustain a \$10M annual commitment over time, the City will need to evaluate potential revenue sources** as well as its other policy and funding priorities, such as schools and Main Street improvements, to balance available resources with the City’s goals. This evaluation of opportunity and need should **consider the near-term fiscal impacts of COVID-19**, which has impacted some City revenues and intensified funding needs across a spectrum of priorities.

Funding | Scale and Consistency

Local funding commitments will be particularly important in the face of limited and declining federal and state support. Federal and state funding for housing has been limited, and while the City should continue to pursue and advocate for this funding, it is not likely to increase. Public spending on affordable housing has declined over several decades for political and structural reasons, and local jurisdictions cannot rely on an infusion of federal resources to address local housing issues.

To the extent possible, it is also crucial that funding be secured consistently. Fiscal year 2021 represents an extreme example of this challenge, as the level of funding for housing was significantly reduced due to budget impacts from the COVID-19 pandemic. Even before this fiscal year, though, spending on housing programs varied significantly, driven by one-time funding for large capital projects. This inconsistency has presented multiple challenges to the efficacy of housing programs in the city. Program administrators are less able to plan for their own operating and capital expenditures, relying on limited philanthropic dollars to fill emergency needs, and the City has less ability to award funding efficiently through a competitive process when funding is responsive to developer requests.

While the City Council cannot commit funds on behalf of a future City Council, Charlottesville must still make a policy commitment to affordable housing and develop a funding approach, such that community partners can plan around an approach that future City Councils will reliably adopt.

All programs should continue to seek to leverage as much private financing and additional public funding as possible, relative to Charlottesville’s contributions. For example, for every dollar that the City invested into Low-Income Tax Credit developments in 2018 – 2019, an additional three to seven dollars of public or private financing was secured to amplify the impact of local dollars. The City should continue to leverage philanthropic dollars, below-market-rate private lending, federal subsidy, and regional sources of funding.

Regional Funding for Housing

The City and regional stakeholders should consider the potential for a **regional affordable housing funding agreement** to jointly provide funding from Charlottesville, Albemarle County, and potentially other jurisdictions to support affordable housing development and programming, particularly **within the urban ring**.

A regional funding agreement would allow for greater efficiency in housing production, as it would facilitate the streamlining of programs that serve the region, create flexibility to pursue the most cost-effective projects within the region, and reduce administrative overhead. Given the shared authority and tax relationship between the City and County for the urban ring investments should be shared between the two. **The County and City should establish an agreement about how to coordinate investments within the urban ring to have the greatest impacts.**

In Wake County, North Carolina, the City of Raleigh and the County have separate housing funds and they collaborate with each other to make coordinated investments in LIHTC projects and other affordable housing development to leverage each others funding. Albemarle County and the City of Charlottesville should consider establishing a similar partnership.

Funding | Scale and Consistency

What could be achieved with \$100M in investments over 10 years?

With \$10M in average annual spending over ten years, Charlottesville could grow its existing stock of subsidized homes by nearly 70 percent, preserve nearly 40 percent of existing subsidized housing at risk of becoming unaffordable or obsolete, *and* provide direct assistance annually to up to 2,000 households facing housing instability.

The resulting level of production shown is only possible if funds are used efficiently and leverage private investment as well as state and federal resources—and, to this end, it will be essential to thoroughly underwrite all funding awards. Combining the subsidy tools represented here with land use reform and tenants’ rights tools will potentially decrease costs and expand program benefits, further increasing the impact of public dollars. Of the other tools, inclusionary zoning would directly contribute to the production of additional homes, which are not included in the estimate below.

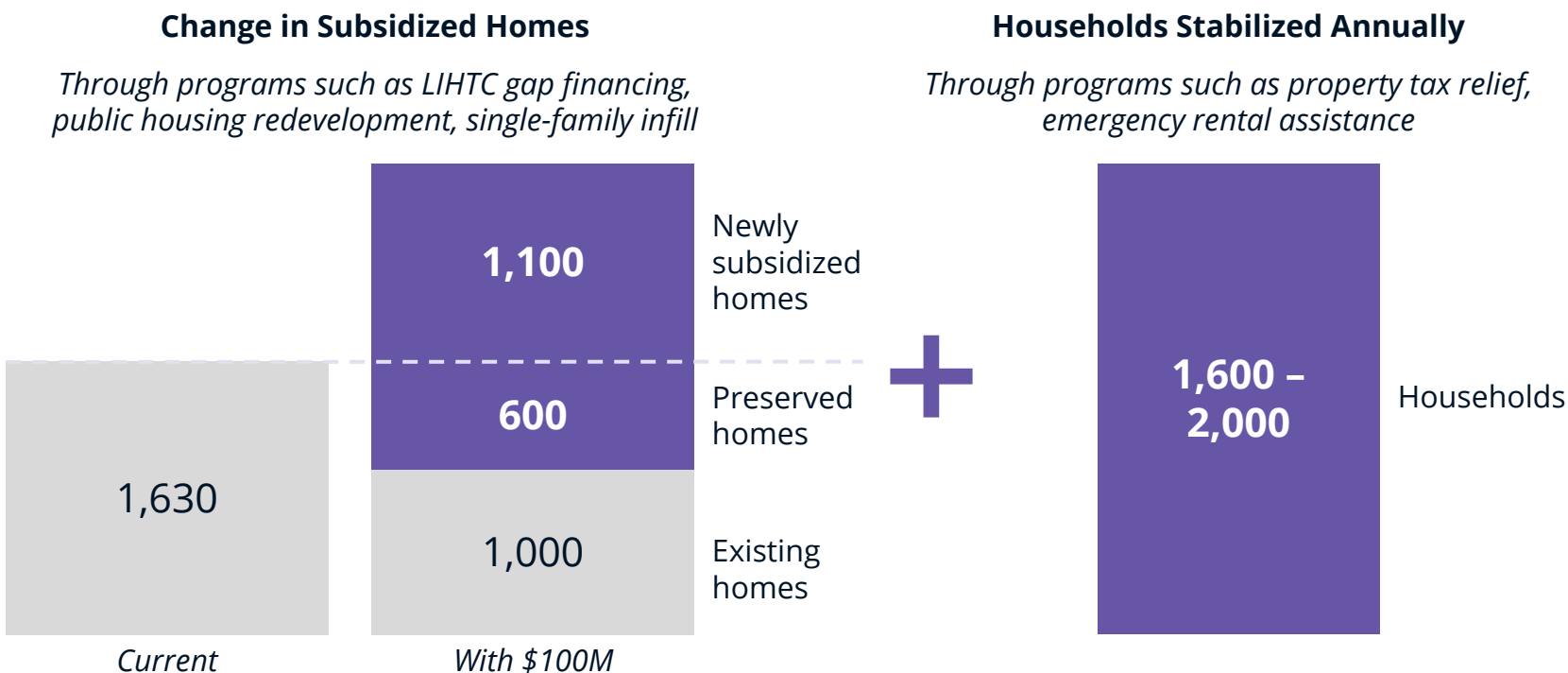
POTENTIAL IMPACTS

Estimated impact of \$100M in spending over 10 years

These impact figures assume the following costs:

- For newly subsidized homes, between \$35K to \$50K per home for new construction, up to \$50K for down payment assistance, and approximately \$25K for owner-occupied repairs
- For preserved homes, up to \$20K through an acquisition fund, and between \$45 to \$50K per public housing home.
- For stabilized households, annual costs of up to \$1,500 for property tax relief, \$5K for emergency relief, and \$9K for vouchers

These numbers represent one potential distribution of funding—the actual impact will depend on City Council’s final funding allocations, informed by recommendations by the CAHF Committee.



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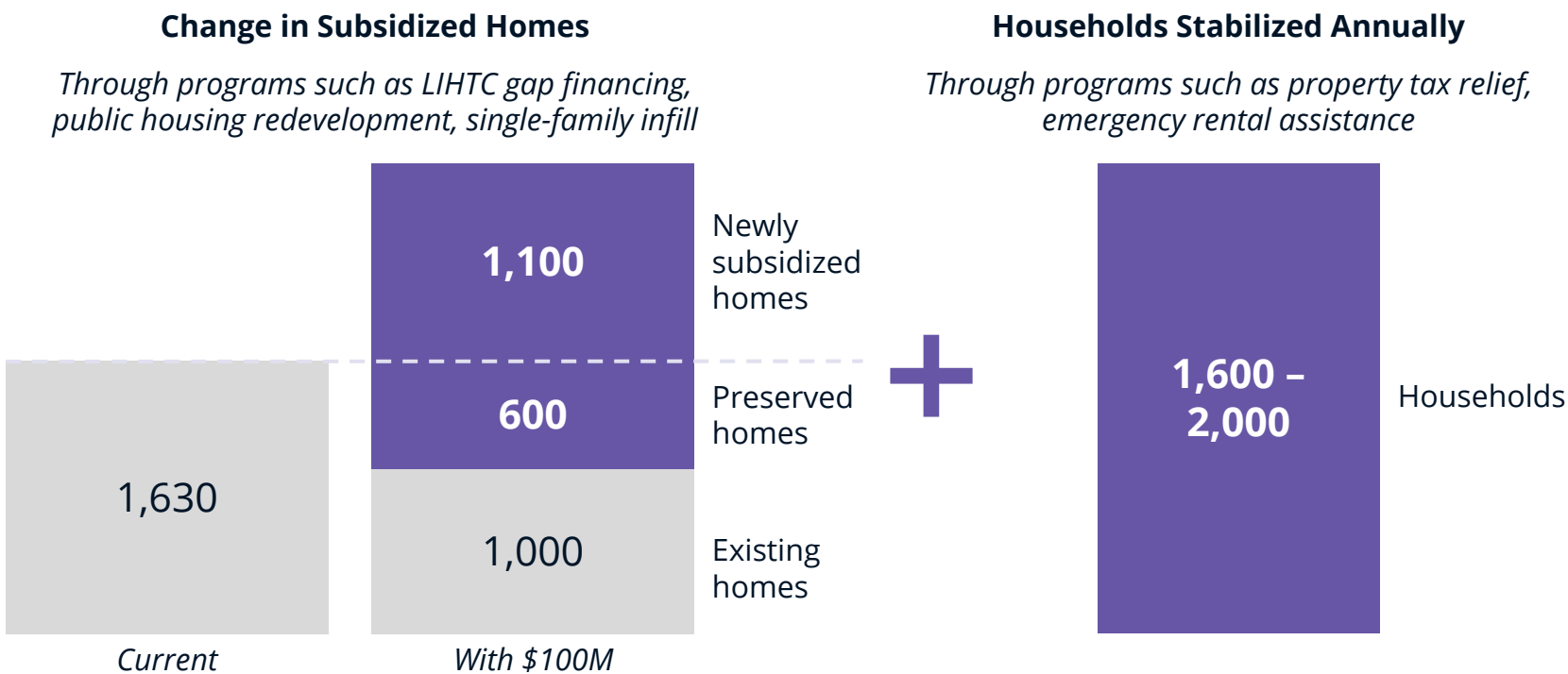
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These numbers represent one potential distribution of funding—the actual impact will depend on City Council’s final funding allocations, informed by recommendations by the CAHF Committee.



Funding | Targeting

RECOMMENDED CHANGES AND IMPACTS

Place constraints on funding as appropriate to target funding towards uses that achieve public goals.

Beyond the overall scale and level of funding, the City should also consider what constraints it will place on where its funding should go, as a way of balancing commitments to different issues and goals.

Income Levels **Set a goal of targeting 50% of funding to serve households with incomes up to 30% of AMI**, 30% of funding for households earning up to 60% AMI, and 20% of funding for households earning up to 80% AMI.

Out of an annual \$10M budget with \$1M reserved for administrative costs, this means that \$4.5M will go to households earning up to around \$22K, \$2.7M will go to households earning up to around \$45K, and \$1.8M will go to households earning up to around \$60K. These figures represent the income bands for two-person households; refer to the appendix for a full table of income bands by household size.

Income Targeting

Income level Served	Income for Two- and Four-Person Household	Target Allocation, Percentage	Target Allocation, Over 10 Years
Up to 80% AMI	Two: \$60,100 Four: \$75,100	20%	\$18M
Up to 60% AMI	Two: \$45,120 Four: \$56,340	30%	\$27M
Up to 30% AMI	Two: \$22,550 Four: \$28,150	50%	\$45M

Funding | Targeting

Beyond the overall scale and level of funding, the City should also consider what constraints it will place on where its funding should go, as a way of balancing commitments to different issues and goals.

Community Representation

Set a community representation standard for all organizations receiving funding: The leadership and board of organizations that receive City housing funding should be reflective of the communities they are serving and include residents who are participating in City-funded housing programs. Reflection of the community served and inclusion of those participating in the program are two separate but related expectations. Residents who participate or have participated in housing programs have insight into how to reform housing programs to increase their effectiveness and should be represented in the decision-making process. In most communities, those who benefit directly from affordable housing have been excluded from the decision-making process. A lack of representation can unintentionally reinforce existing economic inequities and power imbalances.

Charlottesville should adapt existing precedents for community representation to fit its racial justice focus. There are a range of approaches to community representation: from setting minimum requirements as HUD does for Community Housing Development Organizations (CHDOs), to including community representation as a scoring criteria as are used for Nashville’s housing trust fund (the Barnes Fund). The CAHF Committee will be charged with setting these standards and adapting them over time as appropriate.

Setting a community representation requirement is crucial to the guiding principle of racial equity, as it will push both the City and program administrators to be deliberate about overcoming historical patterns of underrepresentation of non-white populations within staffing and decision-making.

Duration of Affordability

All programs should seek the longest affordability term feasible. The City should seek 99-year affordability for rental developments receiving City assistance, such as direct project funding or funding for infrastructure improvements. Affordable homeownership ownership programs should seek to preserve affordability by encouraging homes to be sold to income-qualifying (<80% AMI) buyers. If homes are sold to households earning >80% AMI, public funding put into the property should be repaid to the City through the sale proceeds. This repayment requirement helps ensure that public funds are recycled to continually assist low-income homebuyers.

For all programs, **the Housing Trust Fund Advisory Committee should review the affordability duration criteria for each program** and adjust as appropriate.

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



Agenda Date:	April 21, 2025
Action Required:	None (informational only Presentation).
Presenter:	Antoine Williams, Housing Program Manager
Staff Contacts:	Antoine Williams, Housing Program Manager
Title:	Housing Ecosystem Anti-Displacement Toolkit (HEAT) Update: Expanding Affordable Options and Stability

Background

This is a two (2) - part Presentation. Please see the following items:

- (1) Item "A:" Establishing the Land Bank Authority: Progress & Next Steps;" and
- (2) Item "B:" "Introducing CAHTAP: A New Tax Abatement Strategy for Housing Affordability."

Discussion

Please see Item "A:" "Establishing the Land Bank Authority: Progress & Next Steps; " and Item "B:" "Introducing CAHTAP: A New Tax Abatement Strategy for Housing Affordability."

Alignment with City Council's Vision and Strategic Plan

Please see Item "A:" "Establishing the Land Bank Authority: Progress & Next Steps; " and Item "B:" "Introducing CAHTAP: A New Tax Abatement Strategy for Housing Affordability."

Community Engagement

Please see Item "A:" "Establishing the Land Bank Authority: Progress & Next Steps; " and Item "B:" "Introducing CAHTAP: A New Tax Abatement Strategy for Housing Affordability."

Budgetary Impact

Please see Item "A:" "Establishing the Land Bank Authority: Progress & Next Steps; " and Item "B:" "Introducing CAHTAP: A New Tax Abatement Strategy for Housing Affordability."

Recommendation

Not applicable. Informational Presentation only.

Alternatives

Not applicable. Informational Presentation only.

Attachments

None

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



Agenda Date:	April 21, 2025
Action Required:	None (Informational only Presentation)
Presenter:	Antoine Williams, Housing Program Manager
Staff Contacts:	James Freas, Deputy City Manager Alexander Ikefuna, Director, Office of Community Solutions Antoine Williams, Housing Program Manager
Title:	Establishing the Land Bank Authority: Progress and Next Steps

Background

The City of Charlottesville, Virginia (“City”), is considering establishing the Charlottesville Land Bank Authority (“LBAC”) as a public body corporate under Virginia Code §§ 15.2-7500 *et seq.* to facilitate land acquisition, redevelopment, and long-term affordability preservation. The Ordinance to create the LBAC has been drafted and is currently under legal review, incorporating best practices from prior land bank models, such as the Chesapeake Land Bank Authority.

Policy Milestones and Rationale for Creating LBAC:

- **(2018 – 2021) Affordable Housing Planning**: The 2021 Affordable Housing Plan and Housing Equity & Anti-Displacement Strategy identified a Land Bank as a critical tool for advancing long-term affordability and stabilizing neighborhoods.
- **(2023) City Council and HAC Re-engagement**: The Housing Advisory Committee (“HAC”) and City leadership revisited the concept to refine priorities and ensure alignment with community needs.
- **(2024) Market and Policy Shift**: Rising land costs, speculative development, and displacement risks reinforced the urgency of a City-led land banking initiative.

City Leadership and Stakeholder Engagement

The City Manager’s Office, through Sam Sanders, Jr., City Manager, and James Freas, Deputy City Manager, has worked closely with HAC, City Staff, and the City Attorney’s Office to refine the approach to Land Banking. Discussions in HAC Meetings (October and November 2024) and internal City Staff deliberations have focused on:

- Ensuring the LBAC is structured for financial sustainability and operational feasibility;
- Determining the appropriate governance model, leading to the decision to form LBAC as a public authority rather than a nonprofit; and

- Aligning LBAC's land acquisition strategy with affordable housing and anti-displacement goals,

Discussion

The establishment of the LBAC presents both strategic opportunities and important considerations for City Council. Below are the key areas of focus:

A. Governance and Structure

1. LBAC will be established as a public body corporate under the Virginia Land Bank Entities Act (Virginia Code §§ 15.2-7500 *et seq.*).
2. The LBAC's Board of Directors ("Board") will be composed of seven (7) voting members:
 - a. One (1) City Councilor
 - b. One (1) Planning Commission Representative
 - c. One (1) City Manager Appointee
 - d. Four (4) At-Large Community Members (Two (2) must have lived experience related to affordable housing challenges.)
3. OCS Housing Staff will work closely with LBAC's appointed Board to develop an operational framework, policies, and strategic direction.

B. Fiscal and Funding Mechanisms

1. LBAC will be able to acquire, hold, and manage land tax-free and leverage up to fifty percent (50%) of future real estate tax revenue from redeveloped properties for reinvestment in affordable housing.
2. Potential funding sources include:
 - a. City Budget allocations;
 - b. Tax Abatement Revenues;
 - c. State and Federal Housing Grants; and
 - d. Philanthropic and Private Investments (pending confirmation of legal mechanisms for donation acceptance).
3. City Staff will conduct further analysis to determine the financial feasibility of these funding streams and their long-term sustainability.

C. Strategic Priorities and Implementation

1. LBAC's primary mission is to increase affordable housing opportunities, revitalize underutilized land or real property, and prevent displacement.
2. The LBAC will develop policies for property acquisition, disposition, and partnerships to ensure equitable redevelopment in alignment with the 2021 Affordable Housing Plan.
3. City Staff is preparing an operational Work Plan, which will guide LBAC's first year and be subject to annual review and reporting to City Council.

4. Next Steps and Council Consideration

To formally establish LBAC, the following steps must be completed:

1. City Attorney's Office completes legal review of the draft Ordinance.
2. Public Hearing is scheduled and conducted (required under Virginia Code § 15.2-7502).
3. City Council votes on the Ordinance to establish the LBAC.
4. Board appointments are made, and the LBAC begins its initial operations.
5. The City Attorney's Office completes state processes for the creation of the Land Bank Authority entity.

Alignment with City Council's Vision and Strategic Plan

- **2023 Strategic Framework:** Supports equitable growth, partnerships, housing affordability, some climate actions, and sustainability—goals that a land bank can help achieve by re-purposing underutilized land for affordable housing.
- **Comprehensive Plan (2021):** This plan focuses on inclusive neighborhoods and sustainable development. A land bank can facilitate affordable housing and neighborhood revitalization in alignment with goals.
- **Affordable Housing Plan (2021)**
- **Climate Action Plan 2023-2027** (*where or when applicable*).
- **Consolidated Plan** (*where or when applicable*).

Community Engagement

Extensive discussions with City leadership, advisory bodies, and housing experts have been instrumental in shaping the LBAC's governance, funding, and operational priorities. Notably, the HAC has played a crucial role, emphasizing the LBAC's potential to drive affordability, revitalization, and prevent displacement. HAC feedback underscored the necessity for clear oversight, sustainable funding strategies, and a well-defined operational framework, while supporting an initial City-supported Pilot phase for strategic implementation before full independence. Simultaneously, the City Manager's Office has focused on refining coordination and oversight, addressing staffing, tax abatement impacts, and revenue allocation, and advocating for a Pilot Program aligned with Virginia best practices. Furthermore, a formal Public Hearing, as mandated by Virginia Code § 15.2-7502, will be conducted before City Council adoption. Ongoing stakeholder outreach with housing advocates, developers, and neighborhood groups ensures that the LBAC's development remains responsive to local needs and priorities.

Budgetary Impact

N/A. Informational Presentation only, at this time.

Recommendation

This Presentation serves as a progress update on the establishment of the LBAC. Based on City Council's feedback, the City Manager's Office will refine next steps and guide City Staff accordingly.

Key Discussion Points for City Council Consideration

- Are there any concerns or refinements City Council would like addressed before the Public Hearing?
- What additional information is needed to support the Ordinance adoption process?
- How can LBAC's strategic priorities best align with City Council's broader housing and economic goals?

Potential Next Steps (Pending City Council Direction to City Manager)

1. Finalize legal review and Public Hearing Preparation – City Attorney's Office ensures compliance with Virginia Code § 15.2-7500 *et seq.*
2. Refine Governance and Operational Framework – Clarify Board roles, tax abatement mechanisms, and initial funding strategies.
3. Advance Community Engagement – Continue stakeholder outreach, including HAC and housing partners, to align expectations.
4. City Council Follow-Up – City Staff will return with refined materials based on today's discussion.

Alternatives

While no specific action is required at this time, City Council may consider the following broad alternatives as next steps based on their deliberation and feedback:

1. **No Immediate Action:** City Council may choose not to provide specific direction at this time and defer further exploration of land bank options.
2. **Leverage Existing Resources:** City Council could opt to continue using existing housing programs and partnerships to address housing challenges, without establishing a formal land bank entity.
3. **Request Further Research:** City Council may direct City Staff to gather additional information or explore other models and approaches to Land Banking before making a decision.
4. **Prioritize Other Housing Strategies:** City Council could decide to prioritize other housing strategies or tools currently available to address the City's needs.

Attachments

1. Attachment A - Land Bank Authority of the City of Charlottesville (LBAC) Draft Ordinance
2. Attachment B - PowerPoint Presentation Introduction LBAC

CODE OF ORDINANCES
CHAPTER 2 – ADMINISTRATIONARTICLE [xx]. LAND BANK AUTHORITY,
CITY OF CHARLOTTESVILLE, VIRGINIA

Sec. [xx] – Definitions.

For this Ordinance, the following terms shall have the meanings assigned:

1. ***Affordable Housing*** – Housing units reserved for households earning 80% or below of the Area Median Income (“AMI”) as defined by the U.S. Department of Housing and Urban Development (“HUD”) and/or where it may also mean housing units reserved for households earning 60% or below the AMI for specific City of Charlottesville, Virginia (“City”), housing policies or programs of service.
2. ***Affordable Housing Beneficiaries*** – Individuals or households earning at or below 80% of the AMI as defined by HUD), who qualify for housing assistance programs, including but not limited to the Housing Choice Voucher Program, Low-Income Housing Tax Credit (“LIHTC”) housing, or other HUD-designated affordable housing initiatives.
3. ***Affordability Covenant*** – A deed restriction or legally enforceable agreement that ensures a property remains affordable for a specified period, consistent with the Authority’s housing priorities and affordability goals.
4. ***Authority*** – The Land Bank Authority of the City of Charlottesville, Virginia (“LBAC”), established pursuant to the Virginia Land Bank Entities Act, Virginia Code §§ 15.2-7500 *et seq.*, as amended.
5. ***Blighted Property*** – Real property that, due to neglect, abandonment, disrepair, or code violations, has been declared blighted under applicable local or state law, making it eligible for remediation, rehabilitation, or acquisition by the Authority.
6. ***Board of Directors*** – The Authority's governing body is responsible for oversight, policy implementation, and financial accountability.
7. ***Community-Serving Projects*** – Developments, initiatives, or uses of Land Bank Properties that provide tangible benefits to City residents, including, but not limited to, affordable housing, public green space, community facilities, and neighborhood stabilization efforts.
8. ***Disposition Agreement*** – A legally binding agreement that governs the transfer, sale, or lease of a Land Bank Property by the Authority, specifying conditions such as affordability requirements, use restrictions, and timelines for development.
9. ***Interlocal Agreement*** – An agreement between the Authority and one (1) or more jurisdictions, as authorized under the Virginia Land Bank Entities Act (Virginia Code §§ 15.2-7500 *et seq.*, as amended) , to collaborate on land banking initiatives, regional property acquisition, and affordable housing strategies.
10. ***Land Bank Properties*** – Real property acquired, held, managed, or disposed of by the Authority in furtherance of its mission. This includes, but is not limited to, tax-delinquent properties, vacant and underutilized land, and properties designated for redevelopment or preservation in alignment with affordable housing and community stabilization priorities.

CODE OF ORDINANCES
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11. ***Neighborhood Stabilization*** – The strategic intervention in areas experiencing disinvestment, blight, or high foreclosure rates with the goal of promoting affordable housing, economic development, and long-term community resilience.
12. ***Permanent Affordability*** – A housing strategy that ensures long-term or indefinite affordability of a property through mechanisms such as deed restrictions, ground leases, or partnerships with community land trusts.
13. ***Real Property*** – Lands, structures, and any and all easements and every estate and right therein, legal and equitable, including terms for years and liens by way of judgment, mortgage, or otherwise, and any and all fixtures and improvements located thereon.
14. ***Request for Proposals (“RFP”) Process*** – The competitive process by which the Authority solicits, evaluates, and selects developers, non-profits, or other entities for the acquisition and redevelopment of Land Bank Properties, subject to affordability and land use requirements.
15. ***Tax-Delinquent Properties*** – Real property on which taxes have remained unpaid for a period prescribed by law, making it eligible for acquisition by the Authority, under applicable tax foreclosure or tax sale procedures.

Sec. [xx] Authority. This Ordinance is enacted pursuant to the Virginia Land Bank Entities Act (Virginia Code §§ 15.2-7500 *et seq.*, as amended), which grants localities the authority to create a land bank entity as an authority. Additionally, an authority created pursuant to the Act shall be created as a public body corporate and as a political subdivision of the Commonwealth.

Sec. [xx] Formation and Purpose. This Ordinance establishes the Authority as a political subdivision to facilitate the acquisition, management, and disposition of underutilized, tax-delinquent, and vacant properties, increase the supply of affordable housing, and promote equitable land use for affordable housing development or preservation.

While this Authority is established to serve the City, it is expressly within the sole discretion of the Charlottesville City Council (“City Council”) to authorize regional collaboration in accordance with the Virginia Land Bank Entities Act (Virginia Code § 15.2-7501, as amended). Such authorization shall require a majority vote in the affirmative to amend this Ordinance.

No action, policy, or administrative determination shall restrict or preclude the Authority from seeking City Council approval to enter into interlocal agreements or cooperative land banking efforts. Any such agreement shall require an affirmative vote of City Council.

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Sec. [xx] Vision, Mission, and Values.

1. **Vision:** A Charlottesville where all residents have access to safe, stable, and affordable housing.
2. **Mission:** To strategically acquire, manage, and repurpose underutilized properties to support affordable housing, prevent displacement, and promote equitable community development.
3. **Core Values:**
 - A. **Transparency and Accountability** – Ensuring decision-making processes are open and accessible to the public.
 - B. **Community-Centered Development** – Prioritizing affordable housing and neighborhood revitalization.
 - C. **Equity and Inclusion** – Addressing historical disparities and promoting fair access to housing opportunities.

Sec. [xx] Affordable Housing Priority Tiers. The Authority shall take all necessary steps to prioritize acquiring and disposing of properties for affordable housing development according to the following income levels:

1. **High Priority (30% and below AMI):** Households in this category are classified as Extremely Low-Income (ELI) in accordance with U.S. Department of Housing and Urban Development (HUD) guidelines. These households face the highest risk of housing instability, severe cost burdens, and homelessness. The Charlottesville City Council has endorsed allocating 50% of the City's affordable housing investments to this category. The Authority shall actively seek long-term affordability mechanisms, including deep subsidies, permanent affordability covenants, and partnerships with supportive housing providers, to ensure sustainable housing opportunities for these households.
2. **Moderate Priority (31-50% AMI):** Households in this category are classified as Very Low-Income (VLI) in accordance with HUD guidelines. These households often struggle with excessive rental cost burdens and limited homeownership opportunities, making them particularly vulnerable to displacement. The Charlottesville City Council has endorsed allocating 30% of the City's affordable housing investments to this category. The Authority shall first prioritize Low-Income Housing Tax Credit (LIHTC)-supported developments that most service high priority, e.g., deeply affordable rental housing initiatives and targeted homeownership assistance for this population.
3. **Standard Priority (51-80% AMI):** Households in this income range can access affordable homeownership programs, rental assistance, and workforce housing options as outlined by HUD. The Authority will support efforts to stabilize housing, promote mixed-income development, and develop transitional housing models. This will help moderate-income households find affordable options while keeping housing affordable and accessible in the long run. Specifically, for households earning 80% of the Area Median Income (AMI), they are classified as Low-Income (LI) under HUD guidelines. These households can take advantage of affordable homeownership programs, workforce housing initiatives, and rental assistance. They usually face a lower risk of losing their homes compared to lower-income groups. The Authority will ensure that mixed-income strategies do not displace those in greater need and instead work to expand access to affordable housing while promoting inclusive and fair housing opportunities.

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Sec. [xx] Title and Administrative Details.

2. **Name of the Authority:** The entity shall be known as the Land Bank Authority of the City of Charlottesville, Virginia (“LBAC”).
3. **Address of the Principal Office:**
 - A. **Physical Address:** 700 E. Jefferson Street, 2nd Floor, the Office of Community Solutions (OCS), Housing Division, Charlottesville, Virginia 22902
 - B. **Mailing Address:** P.O. Box 911, Charlottesville, Virginia 22902

The Authority's principal office shall be located at the Office of Community Solutions, or such other location as designated by the Authority’s Board of Directors.
4. **Incorporating Locality:** LBAC is created by the City, by the adoption of this Ordinance and shall be incorporated as a public body corporate in accordance with the Virginia Land Bank Entities Act (Virginia Code §§ 15.2-7500 *et seq.*, as amended). Upon the effective date of this Ordinance, the City shall take all necessary steps to complete the Authority's incorporation process as required by law.

Sec. [xx] Governance and Operations.

1. **Initial Board of Directors:** City Council shall determine the names, addresses, and terms of office for the initial Members of the Authority’s Board of Directors, at the time of the Authority’s incorporation, and include them in the official record of this Ordinance after the Authority’s incorporation.
 - A. **The Board shall include:**
 1. One (1) City Councilor, appointed by City Council, for a term specified by City Council, but which shall not exceed such Councilor’s elected term of office.
 2. One (1) Member of the Charlottesville Planning Commission, appointed by the Planning Commission, for a term specified by the Planning Commission, but which shall not exceed such Member’s term on the Planning Commission.
 3. The Charlottesville City Manager, or an employee of the City designated by the City Manager to serve as his/her representative (“designee”). This Member’s term shall not exceed one’s term of employment of the City Manager and/or the designee.
 4. Four (4) individuals appointed by City Council:
 - a) Two (2) Members who shall be qualified as affordable housing beneficiaries or individuals with lived experience related to the hardship of finding safe, quality, and affordable housing.

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- b) Two (2) at-large Community Members with relevant expertise or knowledge of housing, real estate, finance, or community development.
- 5. Initial terms shall be staggered, with two (2) members serving two (2) years, and the remaining three (3) years. Thereafter, all Members shall serve four (4)-year terms. A majority of currently appointed Board Members shall constitute a quorum, and the vote of a majority of such quorum shall be necessary for any action taken by the Authority.
- 6. A vacancy in the board's membership shall not prevent a duly constituted quorum from exercising the Authority's powers and duties. However, any vacancy shall be filled within ninety (90) days in accordance with the appointment procedures set forth in this Ordinance. If a vacancy cannot be filled within this timeframe due to the specific qualifications required for Board composition, the City Manager may appoint a Director-level Staff member as an Interim Board Member.
- 7. Such Interim appointments shall not exceed ninety (90) days unless City Council, by majority vote, extends them for an additional ninety (90) days. No individual may serve more than two (2) consecutive Interim terms. If a vacancy remains unfilled beyond the Interim period, the City Manager shall provide a written report to City Council detailing efforts made to fill the position and recommending further action.

Sec. [xx] Property Acquisition and Disposition. The Authority shall have any and all powers enumerated under Virginia Code § 15.2-7506, as amended, including, but not limited to:

1. General Powers:

- A. Acquiring, holding, and disposing of real property in Charlottesville Metropolitan Statistical Area (“MSA”), including, but not limited to Albemarle County, Fluvanna County, Greene County, and Nelson County, provided that such localities have formally entered into agreements with the Authority in accordance with the Virginia Land Bank Entities Act (Virginia Code § 15.2-7500 *et seq.*, as amended)), and upon an affirmative majority vote of City Council to authorize such expansion.
- B. Entering into contracts and agreements.
- C. Accepting grants, loans, and public/private funding.
- D. Providing financing options for affordable housing and redevelopment projects within the Charlottesville MSA.
- E. Prioritizing the acquisition and development of affordable dwelling units, particularly for Critical Need (0 - 30%) to Moderate Priority (0 - 60%) households earning AMI in accordance with City Council’s endorsed housing priorities.

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2. Acquisition of Property:

- A. The Authority may acquire real property only within the City's jurisdiction in the normal course of business. Any acquisition, transaction, or land banking activity outside of the City's jurisdiction, including within the Charlottesville MSA, shall require an affirmative majority vote of the City Council in accordance with the provisions of this Ordinance and applicable state law.
- B. In regard to conflict interests or violations of governing regulation for quasi-public entities, the Authority may follow its own adopted and City Council-approved standard operating procedures to acquire real property only within the City's jurisdiction, unless otherwise authorized by an affirmative majority vote of the City Council, pursuant to the provisions of this ordinance.
- C. The Authority may acquire real property through purchase, donation, foreclosure, transfers from the City, or tax-delinquent property acquisition, subject to applicable laws and policies.
- D. The Authority shall not exercise eminent domain.
- E. All acquisitions shall align with the Authority's mission to increase the supply of affordable housing and prevent displacement.

3. Disposition of Property:

- A. The Authority shall establish comprehensive policies and procedures governing the sale, lease, or transfer of Land Bank properties to ensure transparent, equitable, and strategic asset management.
- B. Property disposition shall prioritize:
 - 1. Affordable housing development that aligns with local housing needs and affordability targets.
 - 2. Community-serving projects that enhance neighborhood stability and economic revitalization.
 - 3. Neighborhood stabilization initiatives to prevent blight and disinvestment.
- C. The Authority may require covenants, deed restrictions, or affordability agreements to ensure long-term housing affordability.
- D. Strategies for flexible land disposition will be formulated to support small-scale housing initiatives that align with the City's zoning regulations, all while aiming to reduce administrative complexities.

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- E. The Authority may approve direct transactions outside of the RFP process when a stakeholder or property owner approaches the Land Bank for assistance, provided that such decisions are documented transparently and require a two-thirds (2/3) majority vote of the Board.

Sec. [xx] Financial Operations and Oversight.

1. Financing of Operations:

- A. The Authority may receive funding through
 - 1. City appropriations designated for affordable housing.
 - 2. State and federal grants supporting land banking and redevelopment efforts.
 - 3. Philanthropic contributions and private investments to expand housing opportunities consistent with the mission and values of the Authority.
 - 4. Revenues generated from property sales, leases, or other transactions.
 - 5. A share (up to 50%) of real property tax revenues collected on properties conveyed by the Authority, commencing with the first taxable year following the date of conveyance and continuing for up to ten (10) years.
- B. The Authority shall maintain a dedicated fund for all revenues and expenditures, which shall be subject to annual audit and financial oversight.

2. Exemption from Taxes:

- A. The Authority shall be exempt from local and state taxes or assessments on properties it owns, as provided in Virginia Code § 15.2-7510.

3. Annual Reporting and Oversight:

- A. The Authority shall submit an annual report to City Council, which shall include:
 - 1. Financial statements detailing revenues, expenditures, and fund balances.
 - 2. A comprehensive inventory of properties held, acquired, or disposed of within the Fiscal Year.
 - 3. Analysis of disposition outcomes, including the number of affordable housing units created or preserved.
 - 4. Community impact assessment evaluating the effectiveness of the Authority's activities in addressing housing needs.

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- B. The Board shall adopt internal financial controls, transparency measures, and compliance procedures to ensure fiscal responsibility and public accountability.

Sec. [xx] Dissolution of the Authority.

1. A two-thirds (2/3) vote of the Board, subject to approval by City Council, may dissolve the Authority.
2. Upon dissolution, all remaining assets, properties, and obligations shall revert to the City.
3. Dissolution shall not occur unless all outstanding obligations, debts, and contractual commitments of the Authority have been lawfully satisfied or otherwise provided for through an approved Transition Plan.
4. Prior to dissolution, the Authority shall provide City Council with a final financial report and Disposition Plan.

Sec. [xx] Miscellaneous Provisions.

1. **Severability:** If a Court of competent jurisdiction holds any section, subsection, or provision of this Ordinance invalid or unconstitutional, such decision shall not affect the validity of the remaining provisions, which shall continue in full force and effect.
2. **Effective Date:** This Ordinance shall take effect immediately upon passage by the City Council.
3. **Compliance with State and Federal Laws:** The Authority shall operate in compliance with all applicable federal, state, and local laws, including but not limited to the Virginia Land Bank Entities Act and HUD affordable housing regulations.
4. **Amendments:** City Council may amend this Ordinance at its discretion. The Authority shall be provided with notice of any proposed amendments and may offer recommendations, but City Council retains full authority to enact changes as necessary to align with state law, local housing policy, or evolving community needs.



Land Bank Authority of Charlottesville (LBAC)



Land Bank Authority of Charlottesville (LBAC)

How We Got Here: Key Milestones and Rationale

- **(2018 – 2021) Policy Foundations:** The 2021 Affordable Housing Plan identified a Land Bank as a critical tool for affordability and neighborhood stabilization.
- **(2023) City Council and HAC Re-engagement:** Council and the Housing Advisory Committee (“HAC”) refined priorities to align with community needs.
- **(2024) Housing Equity & Anti-Displacement Strategy:** Reaffirmed the Land Bank’s role in promoting housing security, and affordability.
- **Rationale A (Market and Policy Shifts):** Rising land costs, speculative development, and displacement risks highlight the need for a City-led land banking approach.
- **Rationale B (Strategic and Fiscal Opportunity):** The LBAC can hold land tax-free, reinvest 50% of future real estate tax revenue, and enable targeted affordability interventions.



Land Bank Authority of Charlottesville (LBAC)

Current Status: Policy Development and Legal Review

- **Ordinance Drafting**: The Land Bank Authority of Charlottesville (LBCA) Ordinance has been developed and is under legal review by the City Attorney's Office.
- **Enabling Regulation**: The Ordinance is structured to align with Virginia Code §§ 15.2-7500 *et seq.* (Land Bank Entities Act), ensuring:
 - Proper governance and structure.
 - Required Public Hearing process.
 - Defined powers, acquisition strategy, and tax-exempt status.
- **Collaborates with the Office of Community Solutions** to align with housing, affordability, and revitalization strategies. It is **NOT** a City Department but is aligned for operational and policy coordination.
- **Similar to Charlottesville Economic Development Authority** in structure and function, and not a City Department, but is aligned for operational and policy coordination.



Land Bank Authority of Charlottesville (LBAC)

Implementation & Required Actions: Key Next Steps per Virginia Code

1. Public Hearing and Ordinance Adoption

- As required by Virginia § 15.2-7502, a Public Hearing must be held, with formal notice published at least twice before adoption.

2. Board of Directors Appointment and Incorporation

- Per Virginia Code § 15.2-7503, City Council must appoint at least five (5) Board Members, including specific representatives (*e.g.*, housing/community development experts).
- Board must be named in the ordinance & registered in incorporation documents.

3. Finalizing Governance and Policies

- Develop and adopt bylaws, acquisition/disposition policies, and financial guidelines.
- Determine priority properties for acquisition.



Land Bank Authority of Charlottesville (LBAC)

4. Funding and Operational Planning

- Align LBAC operations with City Budgeting Cycles (FY 2027).
- Explore state/federal grants and intergovernmental agreements for financial sustainability.

5. Tentative Workplan for LBAC FY26-27

Timeline	Key Action	Milestone
Q1 (Jul - Sep 2025)	Present draft Ordinance to City Council, initiate Public Hearing process, and engage stakeholders.	Council review & public hearing scheduled.
Q2 (Oct - Dec 2025)	Finalize Ordinance, appoint Board members, and draft operational framework.	LBAC formally established.
Q3 (Jan - Mar 2026)	Initiate property acquisition strategy. Identify funding sources. Establish governance procedures.	Operational plan and funding secured.
Q4 (July 2026)	LBAC fully operational	



Land Bank Authority of Charlottesville (LBAC)

Questions and Comments: Key Discussion Points for Council

- Are there any concerns or refinements City Council would like addressed before the Public Hearing?
- What additional information is needed to support the Ordinance adoption process?
- How can LBAC's strategic priorities best align with City Council's broader housing and economic goals?

Questions or Ideas?

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



Agenda Date:	April 21, 2025
Action Required:	None (Informational only Presentation).
Presenter:	Antoine Williams, Housing Program Manager, Alan Peura
Staff Contacts:	James Freas, Deputy City Manager Alexander Ikefuna, Director, Office of Community Solutions Antoine Williams, Housing Program Manager Madelyn Metzler, Housing Compliance Coordinator Alan Peura
Title:	Introducing the Charlottesville Affordable Housing Tax Abatement Program ("CAHTAP"): a new tax abatement strategy for housing affordability

Background

Enabling legislation: Virginia Code § 15.2-4905; This Virginia Code Section outlines the powers of Industrial Development Authorities (e.g., Charlottesville Economic Development Authority ("CEDA")), including the ability to provide performance grants or other financial assistance to incentivize affordable housing. The Charlottesville Affordable Housing Tax Abatement Program ("CAHTAP") is a draft policy tool under development by the Office of Community Solutions to promote housing affordability, as a follow-up to the City's newly adopted 2023 Development Code. CAHTAP could help continue the City's broader strategy to ensure that affordability, displacement prevention, and housing access are not just aspirational goals, but measurable outcomes embedded in local development practice.

Other jurisdictions in Virginia have created similar affordable housing tax incentive programs, including the City of Richmond and Albemarle County. The County created the Affordable Rental Housing Incentive Program ("ARHIP"), which provides a fifteen percent (15%) tax abatement for up to thirty (30) years for both new construction and preservation projects that provide at least twenty percent (20%) Affordable Dwelling Units (ADUs) as part of the housing project.

Since Virginia law does not allow local governments to directly abate real estate taxes owed for affordable housing, these programs create a tax abatement calculation at the front end of the program, with a performance grant distribution at the back end. In other words, the tax incentive is calculated through a real estate tax abatement on the new increment value of the new development, and the abated tax amount is then reimbursed after it has been paid through a performance grant process. CAHTAP reflects commitments made across several planning processes and community engagement efforts—and is part of a longer arc of public policy work (e.g., Affordable Housing Plan 2021) rooted in past local housing ecosystems and economic downturns and planning propelled

forward by present-day pressures. Specifically, CAHTAP responds to the structural and financial tension created by the City's new ADU requirement, which mandates that ten percent (10%) of units in qualifying residential developments meet affordability standards. According to some claims and implications for particular sub-markets/areas of the City, this requirement is being deeply reviewed for any measurable financial constraints to developers, particularly in the rental market, where the gap between market rents and capped affordable rents impacts operational revenue and project feasibility.

In this context, CAHTAP emerges as a de-risking mechanism—providing a pathway to reconcile public affordability goals with the economics of housing delivery. It does so using only new revenue from the incremental value of new development, revenue that would not exist but for the building of new housing. The base tax revenue is not touched, so this protects existing fiscal resources while aligning future revenues for investment into our affordability commitments.

Discussion

A. Overview: Tax abatement is being evaluated as a potential tool to reduce the cost burden associated with the City's new ADU requirement. For rental housing developers in particular, the mandate to provide ten percent (10%) of units at reduced, income-qualified rents for 99-years results in a measurable loss in operating revenue over time. Without an offset mechanism, this requirement could reduce the internal rate of return on projects and act as a barrier to new housing production.

CAHTAP is designed to address this financial constraint through a real estate tax abatement reimbursement model—offering a fiscal incentive on the future incremental value of newly developed affordable housing projects.

Developers would:

1. Pay full real estate taxes on the post-development assessed value, and
2. Receive a reimbursement based upon a pre-calculated percentage of the taxes on the newly built incremental value—*i.e.*, the increase in assessed value created by new construction or redevelopment.

This model preserves the base tax revenue, which continues flowing to support core City functions, such as education, safety, and infrastructure. It also ensures that public funds are disbursed only after affordability commitments have been met and new ADUs are built, making it a performance-based, fiscally prudent tool.

B. Legal Mechanism:

Virginia localities are prohibited from directly abating taxes for private entities, except under specific exemptions and affordable housing is not one of those. However, local governments may issue performance-based grants to qualifying projects through one of the following pathways:

1. **CEDA:** Authorized under Virginia Code § 15.2-4905 (Industrial Development and Revenue Bond Act), CEDA can administer financial incentives—including grants tied to affordable

housing development—as done in similar programs (e.g., Richmond, Albemarle ARHIP). This would be the most expedient and legally tested model.

2. **Land Bank Authority of Charlottesville (“LBAC”)**: Authorized under Virginia Code § 15.2-7500 *et seq.*, LBAC may also provide subsidies or financing to support affordable housing objectives. While not yet tested for performance-based grant models, LBAC aligns closely with equity goals and place-based affordability strategies. If CAHTAP were to be linked to land disposition or anti-displacement interventions, LBAC may serve as a longer-term or targeted administrator.

C. Prospective Workplan Activities: (*No Timelines Established at This Time*) The successful development and launch of CAHTAP will require a phased, multi-track work plan involving:

1. **Completion of Market Needs and Fiscal Gap Analysis:**

A comprehensive analysis is required to accurately quantify the financial impact of the ten percent (10%) ADU requirement and to establish the “cost of affordability” across a range of development scenarios and sub-markets. This activity is already anticipated and budgeted in alignment with the City’s Affordable Housing Plan.

2. **Stakeholder Consultation:**

Robust engagement will be conducted with local and regional stakeholders, including developers, affordable housing advocates, lenders, equity-focused organizations, real estate professionals, and community partners. Their insight will help shape the program’s structure, ensure practical feasibility, and guide adoption strategies.

3. **Program Design Framework:**

City Staff will develop a flexible, tiered reimbursement calculation model that accounts for key policy variables such as Area Median Income (“AMI”) served, percentage of ADUs provided, project location, and the depth and duration of affordability commitments.

4. **Administrative Structure Development:**

To support consistent implementation and long-term program integrity, City Staff will develop internal administrative protocols, including eligibility criteria, application procedures, compliance monitoring, performance verification, reimbursement processing, and reporting requirements.

5. **Legal Review and Ordinance Drafting:**

The CAO will be involved ensuring the Program's design aligns with state legal authority and local administrative constraints. Upon confirmation of the legal framework, draft Resolutions or Ordinances will be prepared and brought forward for City Council consideration.

D. Key Policy Levers:

The following policy levers represent the core design considerations currently under evaluation by City Staff. While these are not being presented for decision at this time, City Staff believe it is

important to share them early in the process to ensure transparency and invite any preliminary input. Upcoming market analysis, stakeholder engagement, and internal modeling will inform a final City Staff recommendation to City Council. Sharing this framework now allows City Council to anticipate the areas of policy discretion that will ultimately define the program.

1. **Administrative Body**

-Should the program be housed within CEDA, the LBAC, or in a hybrid/shared model?

2. **Program Intention:**

- a. *Should CAHTAP offset the cost of the ADU requirement? Or.*
- b. *Should CAHTAP provide broader incentives above the cost of the ADU requirement to stimulate additional affordable housing production?*

3. **Abatement Thresholds:**

- a. *What is the maximum percentage of new incremental tax revenue to reimburse (e.g., 15%, 50%, 75%, or 100%)?*

4. **Qualifying Criteria Enhancements (“Elegance Variables”):**

- a. *Require a higher percentage of ADUs than the minimum ten percent (10%) to be eligible?*
- b. *Require deeper affordability than the required sixty percent (60%) AMI (e.g., units at thirty (30%) – fifty (50%) AMI) to be eligible?*
- c. *Require a minimum project size (# of units built) to be eligible?*
- d. *Adjust abatement by project geographic location based on market pressures?*
- e. *How many years should the abatement take (e.g., fifteen (15) years, thirty (30) years, etc.)?*

4. **Abatement Bonus Options:** *Once the above eligibility criteria are set, should CAHTAP offer bonuses:*

- a. Provide additional abatement for each additional ten percent (10%) ADUs? or
- b. Provide additional abatement for deeper affordability ADUs?

Alignment with City Council's Vision and Strategic Plan

- **2023 Strategic Framework:** Supports equitable growth, partnerships, housing affordability, some climate actions, and sustainability—goals that a land bank can help achieve by re-purposing underutilized land for affordable housing.
- **Comprehensive Plan (2021):** This plan focuses on inclusive neighborhoods and sustainable development. A land bank can facilitate affordable housing and neighborhood revitalization in alignment with goals.
- **Affordable Housing Plan (2021)**
- **Climate Action Plan 2023-2027** *(where or when applicable).*
- **Consolidated Plan** *(where or when applicable).*

Community Engagement

Community engagement is both a foundational and forward-facing component of CAHTAP's development. The policy concept itself emerged in part through community feedback and dialogue during the zoning reform process, where the affordability requirements—and their potential consequences—were discussed publicly and critically. Tax abatement as a tool was raised during those deliberations as a possible solution to mitigate development costs and preserve affordable housing opportunities. Building on that initial community signal, City Staff will design a layered engagement strategy to inform the final structure of CAHTAP. This approach will prioritize inclusion, transparency, and technical input from stakeholders most directly affected by the Program's goals and implementation.

Engagement efforts will include:

1. **Listening Sessions** with community-based organizations and tenant advocates to ground the program in local housing needs and displacement realities.
2. **Technical Workshops** with developers, equity-focused housing practitioners, lenders, and real estate professionals to test feasibility, address financing mechanics, and refine eligibility thresholds.
3. **Public Comment Opportunities** aligned with the release of the Market Needs and Fiscal Gap Analysis, ensuring that community members have access to key findings and a voice in interpreting the data.
4. **Alignment with Standing Committees or Advisory Groups**, where applicable, to ensure continuity with prior housing plans and initiatives.

This engagement process recognizes that, while the CAHTAP mechanism is technical in nature, its success relies on public trust, community relevance, and practical usability. Therefore, stakeholders will be invited to help shape not only the policy levers, but also the program's "user experience"—from eligibility to compliance and impact measurement.

Budgetary Impact

There is no budgetary impact currently. This Presentation is for informational purposes only, and no Program costs or financial commitments are being proposed. Future iterations of CAHTAP may require fiscal modeling and appropriation decisions, pending the results of the ongoing market analysis and policy framework guidance from City Council. City Staff will return later with estimates on potential revenue impacts and administrative costs, if and when program implementation is considered.

As City Council considers the financial sustainability of the current affordable housing grant investments, which appropriates funds from existing base revenue, the CAHTAP abatement and post-completion reimbursement model that appropriates future, unrealized revenue that is only realized when the new development occurs, may be a critical opportunity to sustain this funding commitment into the future within the context of other City Budget needs and priorities.

Recommendation

While no formal action is currently requested, City Staff welcomes City Council's feedback on the proposed CAHTAP model's concept, structure, and direction. The insights shared today—particularly in response to the policy framework and legal pathways outlined—will help inform future City Staff work and interdepartmental coordination.

Should City Council express interest in further development, City Staff stands ready to:

- Finalize the market analysis currently underway—award notices sent to research firms.
- Return with a refined program framework and fiscal model, and
- Present legal and administrative recommendations for potential adoption in FY26.

City Staff also notes that further exploration of the appropriate administrative body (CEDA vs. LBAC) and potential integration with existing affordability tools may benefit from City Council guidance as the conversation continues.

Alternatives

As an informational Presentation-only item, no alternatives are presented for City Council decision. However, a range of future options may be considered based on City Council discussion or direction, including:

- *Proceeding with detailed Program design and administrative structure development*
- *Pausing work pending completion of the market and fiscal analysis*
- *Pursuing parallel or complementary affordability incentives through other funding mechanisms*
- *Further evaluating legal and structural fit between potential administrators (e.g., CEDA, LBAC)*

Attachments

1. Attachment A - PowerPoint Presentation Charlottesville Affordable Housing Tax Abatement Program (CAHTAP)



Charlottesville Affordable Housing Tax Abatement Program (CAHTAP)

Presented: April 21, 2025, 4 PM City Council Opening Session
By the City's Office of Community Solutions



Charlottesville Affordable Housing Tax Abatement Program (CAHTAP)

A proposed financial tool to offset the developers' cost of providing Affordable Dwelling Units ("ADU") in compliance with the City's 2023 Development Code.

Core Components:

- **Mechanism:** Performance-based reimbursement of a portion of real estate taxes on the incremental assessed value of qualifying projects
- **Purpose:** Improve financial feasibility of ADU production while preserving base tax revenue
- **Trigger:** 10% ADU requirement (*e.g., the ADU Program of New Development Code*) creates a revenue gap that may deter or delay rental housing production

Legal Basis: *Authorized under Virginia Code § 15.2-4905 (Industrial Development and Revenue Bond Act)*

Potential Administrators: *CEDA (a similar model or use in practice facilitated through the Office of Economic Development) or LBAC (an aligned alternative, if adopted).*



Charlottesville Affordable Housing Tax Abatement Program (CAHTAP)

Why Now?

- **New Development Code = New Developer Burden**
 - 10% ADU requirement creates a long-term revenue gap
 - Particularly acute for rental housing developers
- **Affordability Pressures Rising**
 - Property values, construction costs, and interest rates continue to increase the cost of building housing
 - Without incentives, development could stall or shift to higher-end markets
- **Strategic Fit**
 - CAHTAP supports long-term affordability goals
 - Aligns with the 2021 Affordable Housing Plan and 2023 Strategic Plan
 - Uses future revenues – not existing General Fund allocations
 - May be a more sustainable option than grant from current revenues to continue funding affordable housing
 - Spends City funds *AFTER* projects are built and delivered – at the *END* of the pipeline



Charlottesville Affordable Housing Tax Abatement Program (CAHTAP)

Program Development Policy Options

- **Should CAHTAP merely offset the ADU cost mandate or be more generous to jump-start projects?**
- **What is the maximum percentage of new incremental tax revenue to reimburse via abatement?**
- **Should the program be housed and managed by:**
 - CEDD; or
 - LBAC
- **Should eligibility for the abatement start at:**
 - Just meeting the 10% ADU requirement, or something more than that? (15% or 20%?)
 - Just meeting the 60% AMI requirement, or something deeper than that? (50% or 40%?)
 - How many years should the abatement last? (15 years or 30 years?)
 - Should abatements be granted anywhere or be targeted to the high market rate rent areas only?
 - Perhaps abatements are lower in high market rate rent areas where these rents may subsidize/offset the ADUs' cost
- **Should the program provide abatement bonus opportunities?:**
 - Provide additional abatement for each additional 10% ADUs
 - Provide additional abatement for deeper affordability ADUs

Questions or Ideas?

CITY OF CHARLOTTESVILLE



Proclamation

International Dark Sky Week in Charlottesville
April 21-28, 2025

WHEREAS the aesthetic beauty and wonder of a natural night sky is a shared heritage of all humankind, and the experience of standing beneath a starry night sky inspires feelings of wonder and awe, and many people in Charlottesville live under a dome of light pollution—excessive artificial lighting at night that disrupts natural darkness—and may never experience the visual wonder or ecological and health benefits of living under a dark sky; and

WHEREAS light pollution has scientifically-established economic and environmental consequences, which result in significant impacts to the ecology and human health of all communities;

WHEREAS the City of Charlottesville is in close proximity to the Shenandoah National Park and is surrounded by rural Albemarle County and these natural landscapes are home to many species which rely on undisturbed night environments to hunt, mate, and thrive; and

WHEREAS the City of Charlottesville is a neighbor to McCormick Observatory and Fan Mountain Observatory - both observatories operated by the Astronomy Department of the University of Virginia, and the observations and research carried out at these observatories is hampered by the effects of light pollution; and

WHEREAS the City of Charlottesville is within a reasonable distance from the James River State Park which is one of four Virginia State Parks designated as an International Dark Sky Park by the International Dark Sky Association; and

WHEREAS peak spring bird migration falls during Dark Sky Week and 80% of migrating birds fly at night and need starlight to navigate;

NOW, THEREFORE, the Charlottesville City Council, proclaims the week of April 21-28, 2025, as Dark Sky Week in the city of Charlottesville, and we ask residents to observe and ponder upon this important week and to join in raising awareness and support for protecting our dark sky resources on this week and throughout the year.

Signed and sealed this 21st day of April 2025.

Juandiego Wade, Mayor

Attest:

Kyna Thomas, Clerk



CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES
April 7, 2025 at 4:00 PM
Council Chamber

The Charlottesville City Council held a regular meeting on Monday, April 7, 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. Councilor Payne arrived at 4:03 p.m. during the Interim City Attorney's statement.

Pamela O'Berry, Interim City Attorney, made a statement regarding the republishing of the public notice for the Real Property Tax Rate.

On motion by Pinkston, seconded by Payne, Council unanimously adopted the meeting agenda with amendments as recommended by the Acting City Attorney, removing items related to the tax rate or tax levies.

REPORTS

1. PRESENTATION of Draft ADA Transition Plan Update

City Manager Samuel Sanders, Jr., made a statement about the City's approach to complying with the Americans with Disabilities Act (ADA), and the continual nature of work in progress to improve accessibility throughout the city.

Ashley Marshall, Deputy City Manager, introduced the city's ADA Team, and provided a summary of the approach to developing the ADA Transition Plan.

Paul Rudacille, ADA Coordinator, provided general information about the goals and benefits of Americans with Disabilities Act.

Charles Siebold, Precision Infrastructure Management, presented the overall findings of the ADA Study for the City of Charlottesville, and made recommendations specifically in areas of: City rights-of-way, facilities, parks, digital, and programmatic access for specified departments.

Councilors asked clarifying questions, Mr. Sanders stated his expectation of a work plan to be presented to City Council on an annual basis.

CLOSED MEETING

On motion by Pinkston, seconded by Snook, Council voted 5-0 (Ayes: Oschrein, Payne, Pinkston, Snook, Wade; Noes: none) to meet in closed session as authorized by Section 2.2-3712 of the Virginia Code, specifically Section 2.2-3711(A)(3) for discussion or consideration of the acquisition of real property for a public purpose where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

On motion by Pinkston, seconded by Snook, Council certified by a vote of 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.

BUSINESS SESSION

Pamela O’Berry, Interim City Attorney, made a statement regarding the republishing of the public notice for the Real Property Tax Rate. Councilor Payne re-joined the meeting.

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

ANNOUNCEMENTS

Councilor Payne announced a Black History Pathway community celebration honoring Central Virginia area musicians on April 19 at Carver Recreation Center.

Councilor Oschrein announced the April 13 monthly Bike-Pedestrian Committee walk at UVA Grounds and surrounding neighborhoods.

COMMUNITY MATTERS

Mayor Wade opened the floor for comments from the public.

1. Thomas Vandever, Chairperson of the Independence Resource Center, spoke about the need for accessibility improvements at the Dogwood Vietnam Memorial.
2. Jackie Temkin, city resident, expressed appreciation for the recent amendments to the Parks and Recreation Master Plan to bring more gender-equitable access to play services and partnerships. She spoke about obstacles that some groups face when trying to book and access City parks and recreation facilities.
3. Marnie Allen, city resident, read a letter on behalf of the board of Reclaimed Hope Initiative to request support for an upcoming grant application.
4. Mario, a public housing resident, spoke about a sensitive personal living situation.
5. Jim Moore, city resident, spoke about the real estate tax rate adoption process. He requested consistency in language between the legal notice and various forms of communication.
6. Richard Vaughter spoke about safety issues at Kindlewood apartments.

CONSENT AGENDA

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

2. MINUTES: March 13 budget work session; March 17 regular meeting; March 20 annual City budget public hearing; March 27 budget work session
3. RESOLUTION for allocation of \$788,000 of FY25 Charlottesville Affordable Housing Fund Grant funding (2nd reading)

RESOLUTION ALLOCATION OF CHARLOTTESVILLE AFFORDABLE HOUSING FUND (CAHF) FY25 FOR AFFORDABLE HOUSING PROJECTS AND INITIATIVES IN THE AMOUNT OF \$788,000

WHEREAS, the City of Charlottesville, Virginia, having established the Charlottesville Affordable Housing Fund (CAHF) Grant Program to provide financial support for community agency programs aiding in affordable housing and homelessness relief, hereby allocates \$788,000 from the Charlottesville Affordable Housing Fund (CAHF) Grant Program under Fund 426 Project: CP-084, as per the Capital Improvement Program budget for FY2025.

NOW, THEREFORE, BE IT RESOLVED The City Council, having received and reviewed recommendations from the CAHF Committee on the expenditure of CAHF funds for the CAHF Grant Program, resolves to allocate the amount to the following CAHF applicants:

Fund	Project	GL Account	Applicant	Funded Project/Initiative	CAHF Award
426	CP-084	530670	Albemarle Housing Improvement Program	Charlottesville Critical Rehabilitation Program	\$240,000
426	CP-084	530670	Community Services Housing, Inc. (CSH)	Rehabilitation Repairs to Preserve CSH Properties	\$88,000
426	CP-084	530670	Habitat for Humanity of Greater Charlottesville	Habitat Core 2025	\$160,000
426	CP-084	530670	Piedmont Housing Alliance	905 Rives St.	\$200,000
426	CP-084	530670	Piedmont Housing Alliance	11th St. NW	\$100,000

BE IT FURTHER RESOLVED that all funding awards within this resolution shall be provided as grants to the entities listed under the "Applicant" column above to be used solely for the purposes outlined in their respective grant applications and any subsequent grant agreement. The City Manager is authorized to negotiate and execute funding grant agreements with each recipient to ensure proper utilization of funds.

4. RESOLUTION considering 1114 E High Street Special Exception Permit for Build-To Requirements

RESOLUTION APPROVING A SPECIAL EXCEPTION PERMIT FOR PROPERTY LOCATED AT 1114 E HIGH STREET

WHEREAS, LUCKYBALL'S JUGGLER TRAINING CAMP LLC ("Landowner") is the current owner of a lot identified on 2025 City Tax Map 28 as Parcel 112 (City Parcel Identification No. 540021000), having an area of approximately 0.43 acres (18731 square feet) ("Subject Property"); and

WHEREAS, the landowner proposes to modify the Build-To requirements on the Subject Property to build a studio workshop space behind the existing structure on site ("Project"); and

WHEREAS, the Project is described in more detail within the Applicant's application materials submitted in connection with Application PL-25-0038, as required by City Development Code Section 34-5.2.15.B.2 (collectively, the "Application Materials"); and

WHEREAS, the Planning Commission ("PC") made a recommendation of approval at their February 25, 2025, Public Meeting, per City Development Code Section 34-5.2.15.C.2; and

WHEREAS, upon consideration of the PC's recommendation and the Staff Reports discussing this application, as well as the factors set forth within City Development Code Section 34-5.2.15.D, this

Council finds and determines that granting the proposed Special Exception Permit would serve the public necessity, convenience, general welfare or good zoning practice; now, therefore,

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that, pursuant to City Code Development Sections 34-2.4.4.B.5 and 34-5.2.15, a Special Exception Permit is hereby approved and granted to authorize the Project and require a new building to be built outside of the build-to zone required on the primary street lot line in the CX-5 zoning district.

5. RESOLUTION considering a Special Exception Permit request for 1418 Emmet Street

**RESOLUTION APPROVING A REQUEST FOR A SPECIAL EXCEPTION PERMIT
("SEP") FOR PROPERTY LOCATED AT 1418 EMMET STREET N**

WHEREAS, Scott Smith ("Landowner") is the current owner of a lot identified on 2025 City Tax Map 40 as Parcel 4D00 (City Parcel Identification No. 400004D00), having an area of approximately 1.00 acres (43,700 square feet); ("Subject Property"); and

WHEREAS, the Landowner wishes to install an accessory shed on the Subject Property ("Project"); and

WHEREAS, the Project is described in more detail within the Landowner's application materials submitted in connection with Application PL-25-0004 ("Application"), as required by City Development Code § 34-5.2.15.B.2 (collectively, "Application Materials"); and

WHEREAS, the City of Charlottesville Planning Commission ("PC") made a recommendation of approval at its March 11, 2025, Public Meeting, per City Development Code § 34-5.2.15.C.2.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Charlottesville, Virginia ("City Council"), upon consideration of the PC's recommendation and the City Staff Report discussing the Application, as well as the factors set forth within City Development Code § 34-5.2.15.D, that it finds and determines that granting the proposed SEP would serve the public necessity, convenience, general welfare, or good zoning practice; and

BE IT FURTHER RESOLVED, by City Council, pursuant to City Development Code Section §§ 34-5.2.15, a SEP is hereby approved and granted to authorize the Project and permit installation of an accessory shed consistent with the Application Materials for the Subject Property.

6. RESOLUTION to Appropriate Funds from the Virginia Department of Transportation ("VDOT") for the Monticello 2nd Project - \$1,304,308 (layover)

CITY MANAGER REPORT

Eden Ratliff, Deputy City Manager, provided an update on work done over the last two years by city staff regarding the City's Strategic Plan, and work that continues to be done. He and City Manager Sanders mentioned holding a City Council retreat over the summer to develop a "bridge" plan for the next five years.

Mr. Sanders invited the public to attend an Open House on Wednesday, April 9 at 5:30 p.m. in the Jackson Via Elementary School gymnasium to discuss ways to make 5th Street SW a safer corridor for all travel modes. He announced that the Charlottesville City Market kicked off its 52nd season on April 5th, and that residents with SNAP benefits should check in with the market management tent to use their

benefits to access services that are available to them. Mr. Sanders announced the recognition of National Crime Victims Rights Week from April 6-12.

ACTION ITEMS

7. PUBLIC HEARING and ORDINANCE: FY2026 Budget Public Hearing #2; Ordinance, Annual Appropriation

Krisy Hammill, Budget Director, introduced the item for its second public hearing. After Council asked clarifying questions, Mayor Wade opened the public hearing.

- James Moore, city resident, spoke about the effective tax rate increase advertised, and the impact of increased property assessments.

Mayor Wade closed the public hearing.

a. Ordinance Adopting a Budget and Annual Appropriation of Funding for the City of Charlottesville, Virginia, for the Fiscal Year ending June 30, 2026 (layover)

Following discussion, Council unanimously agreed to lay consideration of this ordinance over to the April 14 special meeting for a second reading and vote, with the understanding that the April 10 budget work session will inform the final ordinance.

8. RESOLUTION: City of Charlottesville Parks & Recreation Comprehensive Master Plan Adoption Resolution (2nd reading)

Riaan Anthony, Director of Parks and Recreation, provided a summary of the development process for the Parks and Recreation Master Plan. He reviewed amendments to the Plan incorporating input from the March 17, 2025, City Council meeting.

On motion by Pinkston, seconded by Payne, Council by a vote of 5-0 approved the following resolution (Ayes: Oschrin, Payne, Pinkston, Snook, Wade; Noes: none).

RESOLUTION

TO AMEND THE NOVEMBER 15, 2021, CITY COMPREHENSIVE PLAN, AS AMENDED, TO ADD THE PARKS AND RECREATION MASTER PLAN

WHEREAS, on Tuesday, March 11, 2025, the City of Charlottesville Planning Commission (“PC”) held a Public Hearing on a proposed amendment of the Comprehensive Plan for the City of Charlottesville, dated November 15, 2021, as amended to date (“Comprehensive Plan”), after notice of intention to do so was published in accordance with the requirements of §15.2-2204(A), Code of Virginia, 1950, as amended; and

WHEREAS, after the Public Hearing on March 11, 2025, the PC recommended approval of the proposed Comprehensive Plan Amendment and directed that said Comprehensive Plan be transmitted to the City Council of the City of Charlottesville, Virginia (“City Council”), for consideration (“Certified Plan”); and

WHEREAS, on Tuesday, March 17, 2025, City Council held a Public Hearing on the proposed Certified Plan after notice of intention to do so was published in accordance with the requirements of §15.2-2204(A), Code of Virginia, 1950, as amended; and

WHEREAS, as required by § 15.2-2225, Code of Virginia, 1950, as amended, a link to the Certified Plan was posted on the City’s website, the place where such information is posted, and the Certified

Plan has been available to the public; and

WHEREAS, City Council desires that the proposed Amendments be made to the Certified Plan, to-wit: the addition of the Parks and Recreation Master Plan.

NOW THEREFORE, BE IT RESOLVED, that City Council finds and determines that, with the amendments adding the Parks and Recreation Master Plan, desired by City Council as described above, the Certified Plan has been made with the purpose of guiding and accomplishing a coordinated, adjusted, and harmonious development of the territory within the City, which will, in accordance with present and future probable future needs and resources, best promote the health, safety, morals, order, convenience, prosperity, and general welfare of the City's inhabitants; and

BE IT FURTHER RESOLVED, by City Council that the aforesaid Certified Plan is hereby adopted, re-enacted and re-ordained as the official City Comprehensive Plan pursuant to §15.2-2226, Code of Virginia, 1950, as amended, and shall hereafter continue to be known and referred to as the City's "Comprehensive Plan (2021)."

9. WRITTEN REPORT: FY26 Operations Plan for Charlottesville Albemarle Convention & Visitors Bureau

City Council acknowledged receipt of the written report from the Charlottesville Albemarle Convention & Visitors Bureau. Councilor Payne highlighted city and county investments.

COMMUNITY MATTERS (2)

Mayor Wade opened the floor for comments from the public. No speakers came forward.

ADJOURNMENT

On motion by Snook, seconded by Oschrein, Council voted 5-0 to adjourn the meeting at 7:44 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council



CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES
April 14, 2025 at 6:30 PM
Council Chamber

The Charlottesville City Council held a special meeting on Monday, April 14, 2025. Mayor Juandiego Wade called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting all councilors present: Mayor Juandiego Wade, Vice Mayor Brian Pinkston, and Councilors Natalie Oschrin, Michael Payne and Lloyd Snook.

On motion by Pinkston, seconded by Payne, Council unanimously adopted the meeting agenda.

ACTION ITEMS

1. Ordinance Adopting a Budget and Appropriating Funds for the City of Charlottesville, Virginia, for the Fiscal Year ending June 30, 2026 (Second Reading)

City Manager Samuel Sanders, Jr., summarized the budget reconciliation process since the initial proposal presented on March 6, and he reiterated specific budget facts. Revenues and corresponding expenditures for the Fiscal Year 2026 (FY26) City Budget totaled \$265,248,446, representing revenue growth of \$13,299,816. Growth in the Budget showed a 5.28% increase over the prior year. Tax rates remained the same in FY26:

- Lodging Tax Rate: 9.0%
- Meals Tax Rate: 7.0%
- Personal Property Tax Rate: \$4.40/\$100
- Real Estate Tax Rate: \$0.98/\$100

Major budget drivers were: 1) Charlottesville City Schools, 2) affordable housing, 3) transportation, and 4) the City of Charlottesville strategic priority area of Organizational Excellence.

Councilors asked clarifying questions about intended uses and timing for the use of surplus funds, proper usage of surplus for one-time expenses, and transportation budgeting priorities. Mr. Sanders stated that he plans to bring a proposal regarding the use of surplus funds to City Council within the next couple of regular City Council meetings. He emphasized discussion points made by Vice Mayor Pinkston regarding transit as a city priority.

Khristina Hammill, Director of Budget, reviewed a list of budget amendments that were finalized during the April 10, 2025, City Council budget work session.

On motion by Pinkston, seconded by Oschrin, Council voted 5-0 to adopt the **ORDINANCE APPROVING A BUDGET AND ANNUAL APPROPRIATION OF FUNDING FOR THE CITY OF CHARLOTTESVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2026** (Ayes: Oschrin, Payne, Pinkston, Snook, Wade; Noes: none).

On motion by Snook, seconded by Pinkston, Council by unanimous consent adjourned the meeting at 6:55 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

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



Agenda Date:	April 21, 2025
Action Required:	Approval of Resolution to Appropriate the Funds
Presenter:	Chris Colin
Staff Contacts:	Steven Hicks, Director of Public Works Krisy Hammill, Director of Budget
Title:	Resolution to Appropriate \$1,304,308 from the Virginia Department of Transportation ("VDOT") for the Monticello 2nd Project (2nd reading)

Background

VDOT has secured additional funds for the Monticello 2nd Transportation Project, UPC: 113917. These funds need to be appropriated by City Council.

Discussion

With the continued rise in construction costs, the City's VDOT representative sought and secured additional funds for the Monticello 2nd Project ("Project"), UPC 113917. Appendix "A" Revision one (1) shows a Project Budget of \$485,177 in 2020. With the additional VDOT funding, which has been approved and signed off on by VDOT, the allocation for the Monticello 2nd Project is now \$1,304,308, shown on Appendix "A" Revision two (2).

Alignment with City Council's Vision and Strategic Plan

This Agenda item aligns with City Council's Strategic Outcome areas of Partnerships and Organizational Excellence.

Community Engagement

N/A

Budgetary Impact

\$485,177 was previously awarded and appropriated by the City for this Project. The Project Budget has been revised to \$1,304,308. An increase of \$819,131 will be received from VDOT to complete the Project. There is no local match requirement for this Project.

Recommendation

City Staff recommends City Council adopt the attached Resolution approving the appropriation.

Alternatives

N/A

Attachments

1. CharlottesvilleCity-UPC113917-AppA-Rev2 countersigned
2. VDOT - Monticello and @nd

Appendix A Revision 2

Date: 2/21/2025

Project Number: U000-104-343 UPC: 113917 CFDA # 20.205 Locality: City of Charlottesville

Project Location ZIP+4: 22902-5697	Locality UEI #: C6VFXLAFKEY1	Locality Address (incl ZIP+4): 610 East Market Street Charlottesville, VA 22902-5304
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Project Narrative

Work Description:	PEDESTRIAN IMPROVEMENTS AT MONTICELLO AVE/2ND - Construct curb extensions at intersection to increase visibility of pedestrians and reducing the crossing distance. Construction bus stop in way to encourage passengers entering and existing bus to cross behind bus to allow the bus to safely enter travel stream when break in traffic.		
From:	0.028 mi west of 2nd St SE		
To:	0.022 mi east of 2nd St SE		
Locality Project Manager Contact info:	Colin Porter 434-970-3398	porterc@charlottesville.gov	
Department Project Coordinator Contact Info:	Gregg Allen 434-426-5575	gregg.allen@vdot.virginia.gov	

Project Estimates

	Preliminary Engineering	Right of Way and Utilities	Construction	Total Estimated Cost
Estimated Locality Project Expenses	\$120,000	\$0	\$1,130,808	\$1,250,808
Estimated VDOT Project Expenses	\$10,000	\$1,500	\$42,000	\$53,500
Estimated Total Project Costs	\$130,000	\$1,500	\$1,172,808	\$1,304,308

Project Cost and Reimbursement

Phase	Estimated Project Costs	Funds type (Choose from drop down box)	Local % Participation for Funds Type	Local Share Amount	Maximum Reimbursement (Estimated Cost - Local Share)	Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expenses)
Preliminary Engineering	\$130,000	VHSIP	0%	\$0	\$130,000	
Total PE	\$130,000			\$0	\$130,000	\$120,000
Right of Way & Utilities	\$1,500	VHSIP	0%	\$0	\$1,500	
Total RW	\$1,500			\$0	\$1,500	\$0
Construction	\$1,172,808	VHSIP	0%	\$0	\$1,172,808	
Total CN	\$1,172,808			\$0	\$1,172,808	\$1,130,808
Total Estimated Cost	\$1,304,308			\$0	\$1,304,308	\$1,250,808

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)

\$1,304,308

Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)

\$1,250,808

Project Financing

VHSIP						Aggregate Allocations
\$1,304,308						\$1,304,308

Program and Project Specific Funding Requirements

- This Project shall be administered in accordance with VDOT's Locally Administered Projects Manual and Urban Manual.
- This is a limited funds project. The LOCALITY shall be responsible for any additional funding in excess of \$1,304,308
- Reimbursement for eligible expenditures shall not exceed funds allocated each year by the Commonwealth Transportation Board in the Six Year Improvement Program.
- The LOCALITY will continue to operate and maintain the facility as constructed. Should the design features of the Project be altered by the LOCALITY subsequent to Project completion without approval of the DEPARTMENT, the LOCALITY inherently agrees, by execution of this agreement, to make restitution, either physically or monetarily, as required by the DEPARTMENT.
- This Appendix A supersedes all previous versions signed by VDOT and the LOCALITY.

This attachment is certified and made an official attachment to this document by the parties to this agreement.

Samuel Sanders Jr. Digitally signed by Samuel Sanders Jr.
Date: 2025.03.04 11:26:24 -05'00'

03/04/2025

Authorized Locality Official

Date

Authorized VDOT Official

Date

RESOLUTION APPROPRIATING FUNDS
Virginia Department of Transportation (VDOT) funds for Monticello 2nd Project

WHEREAS, the Virginia Department of Transportation has awarded funds to the City of Charlottesville for the Monticello 2nd project (UPC # U000-104-343);

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that a total of \$1,304,308 be appropriated in the following manner:

Revenues

1,304,308	Fund: 426	WBS Element: P-01122	G/L Account: 430120
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Expenses

\$1,304,308	Fund: 426	WBS Element: P-01122	G/L Account: 599999
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City Manager's Report

City Departments

4-21-2025

City Manager – Sam Sanders (he/him)

- Recognition of Five Year Anniversaries
 - In the prior report, I acknowledged career employees who have spent 10-40 years with the City of Charlottesville. It is amazing that people work in one place for that long. But public service has changed as has other fields of work and it is important to acknowledge those who reach the five-year milestone just the same. On April 9th, I recognized 52 employees who were congratulated on their 5 Year anniversary with the City. Please join me in congratulating them for their dedication to serve our community.
 - Kurt Adcock
 - Derek Duncan
 - Kerri Musico
 - Jazmine Curry
 - Mario Moyer
 - Kyle Ervin
 - John Thompson
 - Roxanne Jones
 - Shadee Gilliam
 - Ramanda Jackson
 - Lauren Capasso
 - Mark Cole
 - Alana Fuller
 - Matthew Hildebrand
 - Ryan Kuhns
 - Colton Mays
 - Colton Duprey
 - Mark Eppard
 - Kristy Hoover
 - James Harris
 - William Eppard
 - Deanna Guedj
 - Brady Winter
 - Kyna Thomas
 - Maxicelia Robinson
 - Patrick Cory
 - Stacey Washington
 - Grant Armstrong
 - Leonard Grooms
 - Russell Jones
 - Tiffany Miller
 - Jack Samar
 - Jamell Houchens

- Decon Turner
 - Devin Miller
 - Christopher Vlasis
 - Leo Kudej
 - Maria Stella
 - Roger Shepherd
 - Thomas Terry
 - Erin Britt
 - Zenovia Jackson
 - Robert Roach
 - Sharane Leabough
 - April Wilson
 - Baccho Umbertis
 - Lori Lam
 - Richard Hunt
 - Bryan Frazier
 - Benjamin Maneno
 - Garland Williams
 - John Scott
- Signed the annual request for federal funding to continue the City's entitlements from HUD to fund Community Development Block Grant (CDBG) and HOME projects.

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

- On March 21, the Deputy City Manager (DCM) for Social Equity spoke on a panel at the Virginia Women's Municipal Leadership Institute's Reunion event, which focused on the topic of Human Resources.
- As a follow-up to the DCM's presentation on the City's Opioid Abatement efforts earlier this year, I am proud to announce that the City of Charlottesville's applications for funding from the Virginia Opioid Abatement Authority to support work with the Albemarle-Charlottesville Regional Jail's efforts to pilot providing critical medications to justice-involved persons for opioid use disorder, the Charlottesville-UVA-Albemarle Emergency Communication Center to pilot the inclusion of a behavioral health specialist in the communications center dispatch, and the City's efforts to ensure that life-saving naloxone is available in its facilities and with its frontline team members were all approved. Applications for FY2026 funds have also been submitted and are awaiting OAA decisions.

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

- On March 25, DCM Freas attended the Public Works / Utilities Snow Appreciation lunch to thank all the employees who assisted with the snow

clearing efforts this winter. Planning for next winter's snow removal is already underway! The departments involved are collaborating to ensure that the procedures are as efficient as possible.

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

- Master Plan
 - An adopted Master Plan is available online at: [Charlottesville Parks and Recreation Master Plan | EngagePros](#).
- Meadowcreek Golf Course
 - Interior renovations at the clubhouse are currently underway. They include new carpet, paint, light fixtures, bathrooms, and furniture. Project is expected to be complete by May.
 - Food and Beverage services are open to the public Thursday – Sunday: [Meadowcreek Cafe online menu \(link\)](#).
 - The new Cavalier Pass is now available. This is a monthly subscription pass that provides discounts for greens and cart fees. Learn more at: [Meadowcreek Golf Course Cavalier Pass \(link\)](#).
- Summer Pool Passes are now on sale. More information can be found at: [Outdoor Pool Passes | Charlottesville, VA \(link\)](#).
- Summer Registration opens on April 21, 10:00 am. Included in some of the offerings this year are seven weeks of art camp and one week of chess camp. Registration options can be found at: [Registration / Policies | Charlottesville, VA \(link\)](#).
- Summer camp is quickly filling up! Adventure Camp Week One of Camp Shenandoah is already full!
- Washington Park Ramp VODT grant project is under construction
- Rugby Avenue VDOT grant project - under contract, work to start soon.

Utilities – Director Lauren Hildebrand (she/her)

- The Department of Utilities is excited to launch three new incentives to help improve home energy efficiency. Utilities now offers six home envelope resources that complement each other to help community members improve the energy efficiency of their home, lower utility bills, and increase home comfort.
 - Attic Insulation Self-Assessment
 - According to Energy Star®, 90% of U.S. homes are under-insulated. The Attic Insulation Self-Assessment was developed by Utilities staff and is a great resource to help customers better understand their attic's insulation needs. Each assessment includes a free, personalized evaluation for attic insulation that provides guidance to help maximize the attic's energy efficiency potential.

The self-assessment is 100% free to use, and can be accessed via smartphone, tablet, or computer.

- \$500 Attic Insulation Rebate
 - Maximize the most cost-effective way to improve your home's energy efficiency with upgraded attic insulation. For a limited time, gas customers can receive a \$500 rebate towards upgrading their home's attic insulation and take advantage of an available federal tax credit to claim 30% of the cost of the insulation with a maximum of \$1,200 credited. Combining these incentives could significantly lower the cost of your insulation upgrade.
- \$150 Attic Air Sealing Rebate
 - For a limited time, gas customers can receive a \$150 rebate to cover the cost of measures that plug holes and seal cracks in their attic. This process improves home comfort, enhances air quality, and boosts energy efficiency by keeping conditioned air inside the house. And if you're installing upgraded attic insulation, attic air sealing should be done at the same time to maximize the effectiveness of both measures.
- \$125 Smart Thermostat Rebate
 - Gas customers can now receive a \$125 rebate towards a smart thermostat to enhance the energy efficiency of their home. Smart thermostats use Wi-Fi to allow you to control a home's indoor temperature remotely from a smartphone or tablet. Providing convenience, control, and insight, a smart thermostat helps deliver optimal performance for an HVAC system. Plus, Utilities still offers a \$100 Programmable Thermostat Rebate for customers interested in that option.
- Home Weatherization Program
 - The Charlottesville Gas Energy Efficiency Program (CGEEP) is Utilities' no-cost home weatherization program for qualified gas customers. Newly expanded income qualification levels have broadened the reach of this program to even more members of the community, and increased outreach for CGEEP will roll out in the coming months.
- More information on programs and incentives from Utilities can be found on the [Utilities webpage \(link\)](#).

Transit – Director Garland Williams (he/him)

- Jan Yousufi joined Transit (CAT) as a Buyer II on February 28, 2025. Jan has over 10 years of experience as a procurement and contract specialist. With her strong background in developing and maintaining project schedules, as well as

managing detailed procurement timelines for multiple projects, she will assist CAT in completing federally funded capital projects.

- Jan has an associate degree in Financial Management, a Bachelor of Business Administration, and is a Certified Contracts Management Associate (CCMA). She started her onboarding with the City's Office of Procurement and CAT on Monday, April 7, 2025.

Public Works – Director Steven Hicks (he/him)

- Public Works conducted an internal "ROADEO" contest in March where equipment operators showcased their skills against set courses and objectives across a variety of equipment exercises, including snowplows, claw trucks, and mini excavators. This internal contest informed the selection of operators who will get the opportunity to travel to the upcoming Mid-Atlantic American Public Works Association Championship in Ocean City, Maryland to compete against other operators from localities across Virginia, Maryland, and West Virginia on April 30. Six Charlottesville equipment operators were selected: Joshua Wyland, Jimmie Newman, Milton Morris, Bryan Frazier Sr., Bryan Frazier Jr., and James Frazier Jr.
- The Virginia Department of Transportation is planning for the three projects – Fontaine Interchange, Fontaine Streetscape and Hydraulic & District Ave Roundabout on May 22 from 5:00 to 7:00 pm at the Virginia Department of Forestry building, with a backup date of Tuesday, May 27 (same time & place). The address is 900 Natural Resources Dr #800, Charlottesville, VA 22903.

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

- Neighborhood Development Services (NDS) staff attended a meeting of the [Charlottesville Area Development Roundtable \(CADRe – link\)](#) on April 17. Staff's presentation provided an update on the NDS annual workplan, development review process refinements, an initial round of Development Code amendments to address challenges identified in the first year since the Development Code went into effect in February 2024, and initial findings from review of environmental policies and regulations that intersect with Development Code provisions for more housing.

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

Key Operations Metrics

CFD Incident Comparison: FY23 to FY25 YTD July- March			
	FY 2023	FY 2024	FY 2025
EMS/Rescue	4,175	3,874	3,722
Fire	131	119	169
Other Type	1,986	1,737	2,137
Grand Total	6,292	5,730	6,027

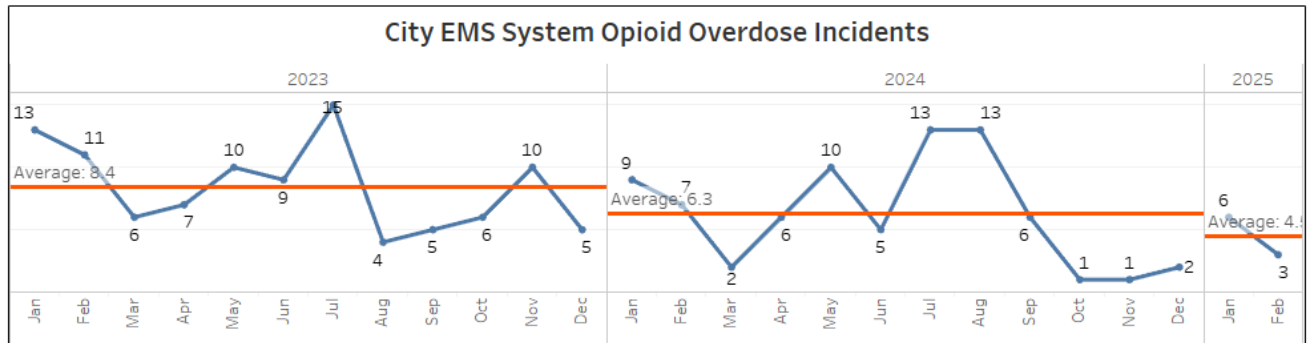
Comparing the first three quarters of FY25 to the same period in FY24, CFD incidents are up by 7% across all categories.

Fire incidents increased by 42%, EMS incidents decreased by 4%, and all other types of incidents increased by 23%. Cooking fires in particular increased by 84% in the first three quarters of 2025 compared to 2024.

Monthly Incident Averages and Trends			
Avg. Monthly EMS Incidents Last 12 Months	Avg. Monthly Fire Incidents Last 12 Months	Avg. Monthly Other Type Incidents Last 12 Months	Total Incidents FY21 - FY25
385	16	197	31,664
Change in Avg. Monthly EMS Incidents in Last Year vs. Previous Year	Change in Avg. Monthly Fire Incidents in Last Year vs. Previous Year	Change in Avg. Monthly Other Type Incidents in Last Year vs. Previous Year	
-2.5%	21.7%	22.3%	

On average, CFD has run about 385 EMS incidents, 16 fire incidents, and 197 other type incidents each month in the last year. Comparing those monthly averages to the year before, EMS incidents are slightly decreasing, and fire and all other incident types are increasing.

Opioid Overdoses



Opioid overdoses in the city have decreased in the last six months. CFD and CARS have run an average of about five overdoses monthly in 2025, a decrease from 2024's average of six overdoses monthly.

Unhoused EMS Patients

CFD & CARS added a new field to patient care reports to track emergency medical responses to unhoused patients in June 2024. Our records show that over the last nine months, CFD & CARS have responded to 40 unhoused patients monthly on average.

The top three findings of attendants in charge on these incidents were non-traumatic pain (17.8% of calls), alcohol abuse (14.1% of calls), and bodily injuries (11.0% of calls).

EMS:

Effective April 14th, we will begin transitioning to CFD-stocked and maintained drug boxes. Moving forward, CFD will be fully self-supported for all medical supplies.

This milestone marks the culmination of two years of planning and implementation, which included:

- Purchasing and installing three drug and supply vending machines with full activity tracking
- Securing all necessary licensure and certifications from the Virginia Board of Pharmacy, Virginia Department of Health (VDH), and the Drug Enforcement Agency (DEA)
- Hiring a dedicated EMS Medical Supply Technician
- Enhancing security in EMS supply rooms with door alarms and surveillance cameras

CRR:

- The Charlottesville Fire Department has had 4 Structure fires in the last few weeks. The Fire Marshal's Office has determined that the Melbourne fire was

accidental. The Melbourne fire had over \$250,000 damages to the \$400,000 structure.

- The fire on McCormick Rd. was an accidental lab fire.
 - The house fire on Ridge St. was accidental and caused around \$4,000 in damages.
 - The fire on 2nd St. SW is still under investigation. The damage from the 2nd St. fire was under \$30,000, and the building was saved more than \$800,000. The building was restored to service with a minor impact on the businesses in the building or adjacent areas.
 - The Fire Marshal is working with the Virginia Forensics Lab to determine the final cause and origin of the case.
-
- We released our annual report on Friday, April 11th.

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	April 21, 2025
Action Required:	Conduct a Public Hearing
Presenter:	Krisy Hammill, Director of Budget
Staff Contacts:	Samuel Sanders, Jr., City Manager Krisy Hammill, Director of Budget
Title:	Public hearing on the City of Charlottesville's Proposed Real Property Tax Rate

Background

Even though no tax rate change is being requested, a Public Hearing is required so the community can have the opportunity to provide input on the tax rate proposed as part of the City's FY 2026 Budget. A Public Hearing Notice was published in *The Daily Progress* on April 12, 2025, to alert the public of the date, time, and location of the Public Hearing.

Discussion

The Real Estate Tax rate was published at **\$.98/\$100 assessed value**, and the City's FY 2026 Proposed Budget is balanced with the revenue that the rate would generate. This rate is the same as the current year's rate and no rate increase is being requested.

Alignment with City Council's Vision and Strategic Plan

The Budget aligns with Council's Strategic Plan and Outcome Areas, which are detailed in the Budget document.

Community Engagement

There have been multiple opportunities throughout the Budget development process for the community to provide input into the Budget. This Public Hearing provides an opportunity for input on the proposed tax rates.

Budgetary Impact

N/A

Recommendation

N/A

Alternatives

N/A

Attachments

1. NOTICE OF PROPOSED REAL PROPERTY TAX INCREASE 2025_April 21 (Post)

NOTICE OF PROPOSED REAL PROPERTY TAX INCREASE AND NOTICE OF PUBLIC HEARING

The City of Charlottesville proposes to increase property tax levies.

1. **Assessment Increase:** Total assessed value of real property, excluding additional assessments due to new construction or improvements to property, exceeds last year's total assessed value of real property by 7.36 percent.
2. **Lowered Rate Necessary to Offset Increased Assessment:** The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new total assessed value of real estate with the exclusions mentioned above, would be \$0.9128 per \$100 of assessed value. This rate will be known as the "lowered tax rate."
3. **Effective Rate Increase:** The City of Charlottesville proposes to adopt a real estate tax rate of \$0.98 per \$100 of assessed value. The difference between the lowered tax rate and the proposed rate would be \$0.0672 per \$100 or 7.359 percent. This difference will be known as the "effective tax rate increase".

Individual property taxes may, however, increase at a percentage greater than or less than the above percentage.

4. **Proposed Total Budget Increase:** Based on the proposed real property tax rate and changes in other revenues, the total budget of the City of Charlottesville will exceed last year's by 4.97 percent.

A public hearing on the increase will be held on Monday, April 21, 2025, at 6:30 p.m. in City Council Chambers at City Hall, 605 East Main Street, Charlottesville, Virginia. Persons desiring to be heard may attend and share their views on the proposed real estate property tax levy increase, within such reasonable time limits as established by City Council. Individuals with disabilities who require assistance or special arrangements to participate in the public hearing may call (434) 987-1267 or submit a request via email to ada@charlottesville.gov. The City of Charlottesville requests that you provide 48 hours' notice so that proper arrangements may be made.

Kyna Thomas
Chief of Staff /Clerk of Council

Advertised in The Daily Progress 4-12-25
Physically posted in City Hall 4-14-25

ORDINANCE
To Establish the Annual Tax Levy for Tax Year 2025

BE IT ORDAINED by the Council of the City of Charlottesville **THAT** in order to pay the general operating expenses of the City, including local support for the City's schools; to provide funding for other public purposes; and to pay interest on and to provide funding for retirement of City debt, taxes are hereby levied at the rates set forth within this Ordinance, for the current Tax Year (beginning at midnight on January 1, 2025 and ending December 31, 2025), and for each succeeding Tax Year during which this Ordinance continues in effect:

1. Section 1—Real Property and Mobile Homes

On real estate, including land and improvements thereon and mobile homes, the tax rate shall be \$0.98 on every \$100 of the assessed value thereof.

2. Section 2—Personal Property

On all automobiles, trucks, motorcycles and other motor vehicles; boats and aircraft; and on all tangible personal property used or held in connection with a business, trade, occupation or profession (excluding furnishings, furniture and appliances in rental units of 30 days or longer) the tax rate shall be \$4.40 on every \$100 of the assessed value thereof.

3. Section 3—Public Service Corporation Property

(a) On that portion of the real estate and tangible personal property of public service corporations which has been equalized as provided in Sec. 58.1-2604 of the Virginia Code, the tax rate shall be \$0.98 on every \$100 of the assessed value thereof determined by the Virginia State Corporation Commission or Virginia Department of Taxation (for railroads and interstate pipeline transmission companies), and

(b) Notwithstanding the foregoing, on automobiles and trucks belonging to public service corporations, the tax rate shall be \$4.40 on every \$100 of the assessed value thereof.

4. Section 4—Machinery and Tools

On machinery and tools used in a manufacturing or mining business (excluding intangible personal property), the tax rate shall be \$4.40 on every \$100 of the assessed value thereof.

5. Section 5—Energy Efficient Buildings

On energy efficient buildings the tax rate shall be \$0.49 on every \$100 of the assessed value thereof, subject to the limitations set forth within Chapter 30, Article V, Division 4 of the Code of the City of Charlottesville (1990), as amended, and applies only to buildings and not to the land on which such buildings are located.

BE IT FURTHER ORDAINED THAT the Ordinance adopted April 15, 2024 establishing local tax rates for the Tax Year beginning January 1, 2024 and ending on December 31, 2024 is hereby repealed, effective at midnight on January 1, 2025.

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



Agenda Date:	April 21, 2025
Action Required:	Adoption of the Resolution Establishing the Personal Property Tax Relief Percentage for Tax Year 2025
Presenter:	Todd Divers, Commissioner of the Revenue
Staff Contacts:	Lisa Newman, Personal Property Supervisor
Title:	Resolution Establishing 2025 Tax Year Personal Property Tax Relief Percentage (1 Reading)

Background

The City of Charlottesville, Virginia (“City”), receives a fixed Annual Grant from the Commonwealth of Virginia (“Commonwealth”) to be used to apply Personal Property Tax Relief (“PPTR”). The PPTR Program is governed by the Code of Virginia (58.1 Chapter 35.1), and gives the locality a pool of funds, the proceeds of which must be used to provide relief to the owners of qualifying vehicles. The Commonwealth’s obligation is capped and made certain; localities distribute the relief amount as determined by Local Ordinance.

Discussion

The method for computing the PPTR percentage is to subtract the tax year’s total tax on eligible vehicles valued \$1,500 or less (that receive 100% relief) from the total PPTR Grant amount (\$3,498,256), and divide the result by the total tax on the rest of the eligible vehicles’ portion of value that is \$20,000 or less.

Based on 2025 Tax Year Early Book and projections for said Tax Year, COR Staff recommends setting the PPTR percentage of tax on up to \$20,000 value for vehicles valued over \$1,500, by using the formula specified below:

2025 Formula:

1. Tax Levy on all qualifying vehicles	=	\$12,850,000
2. PPTR used on 100% relief vehicles (vehicles valued \$1,500 and under)	=	\$63,000
3. PPTR total (\$3,498,256) minus line 2, leaves remaining	=	\$3,435,256
4. Levy on up to \$20,000 value (of qualifying vehicles valued over \$1,500)	=	\$11,050,000
5. Divide 3 by 4	=	.3109 or 31%

Alignment with City Council's Vision and Strategic Plan

Establishing the PPTR, like establishing tax rates, is one of the functions of a well-managed local government, which would put this under the Strategic Outcome Area of Organizational Excellence. If the percentage is set too high, the City may not have the full revenue it would from the tax rate set by City Council. If the percentage is set too low, the owners of qualifying vehicles may overpay their share of the local tax burden. Therefore, the attached Resolution applies directly to City Council's Organizational Mission of a being "a diverse and compassionate organization dedicated to providing excellence in public service for a resilient and sustainable community."

Community Engagement

N/A

Budgetary Impact

None anticipated, based on forecast of vehicle levy and relief to be received from the Commonwealth.

Recommendation

Suggested Motion: "I move for the adoption of the attached Resolution establishing the Personal Property Tax Relief Percentage for Tax Year 2025."

Alternatives

N/A

Attachments

1. Resolution Establishing the Personal Property Tax Relief Percentage for Tax Year 2025

RESOLUTION ESTABLISHING THE PERSONAL PROPERTY TAX RELIEF PERCENTAGE FOR TAX YEAR 2025

BE IT HEREBY RESOLVED by the Council of the City of Charlottesville, Virginia (“City Council”), that, pursuant to the requirements of Virginia Code § 58.1-3524, that personal property tax relief at the rate of thirty-one percent (31%) shall be applied to the first \$20,000 of value of each qualifying vehicle having a value of more than \$1,500; and

BE IT FURTHER RESOLVED by City Council that personal property tax relief at the rate of one hundred percent (100%) shall be applied to each qualifying vehicle having a value of \$1,500 or less.

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



Agenda Date: April 21, 2025

Action Required: Review and approval of three (3) related items:

1. The 1-Year Annual Action Plan for the City's CDBG and HOME Programs for Program Year 2025-26
2. Funding awards for CDBG activities
3. Funding awards for HOME activities

Presenter: Anthony Warn, Grants Analyst

Staff Contacts: Anthony Warn, Grants Analyst
Alexander Ikefuna, Director, Office of Community Solutions

Title: Public Hearing for the Draft 1-Year Annual Action Plan for the City's Community Development Block Grants (CDBG) and HOME Investment Partnerships Programs for Program Year 2025-26 and Associated Funding Recommendations (1 of 2 readings)

Background

The City of Charlottesville, Virginia ("City"), is an Entitlement Community ("EC") as designated by the U.S. Department of Housing & Urban Development ("HUD") and, as such, is the recipient of annual allocations of federal funds through the Community Development Block Grants ("CDBG") and the HOME Investment Partnerships Programs. The City is required to submit for review to HUD a locally approved Annual Action Plan ("AAP") outlining steps the City will take through the use of these funds to meet HUD's national objectives.

As of April 17, 2025, the City had not yet received any indication from HUD regarding funds to be made available for the 2025-26 program year. Consequently, and in accordance with HUD guidance, the funding award recommendations presented here for consideration are based on funds previously allocated to the city by HUD for the 2024-25 program year (PY24), with final award amounts to be prorated upon receipt of notification from HUD of actual funding for 2025-26 CDBG and/or HOME activities.

Discussion

For program year 2025-26, the CDBG/HOME Taskforce reviewed a total of fourteen (14) applications in this funding round, eleven (11) requests for funding through the CDBG program (totaling \$604,736) and three (3) requesting HOME funding (totaling \$409,188).

It should be noted here that the largest number of applications received for the CDBG Program fall

under what HUD classifies as "Public Services" Programs (requests totaling approximately \$399,236). For some years now, HUD policy institutes what is known as a "spending cap" that limits localities from awarding more than fifteen percent (15%) of their annual CDBG allocation to these types of Programs. For the current Program Year 2024-25, that limit was \$65,792.55. Based on the applications received to date, the Public Services category alone represents a shortfall in anticipated funding available of approximately \$333,443.45.

At this time, the City has not been made aware of any funding decisions by HUD for the 2025-26 Program Year. This poses a significant challenge for the work of the CDBG/HOME Taskforce. So as to be best positioned to act quickly if/when HUD announces PY25 funding allocations, the Taskforce decided to continue the practice adopted last year of establishing funding recommendations based on the allocations received from HUD for the 2024-25 Program Year. And, again, similarly to last year, the recommendations will be calculated to the most precise decimal value possible. This will be used to calculate final dollar values for the slate of funding recommendations when allocations are announced by HUD and the White House.

In conclusion, while CDBG/HOME Taskforce members would have liked to have been in the position of being able to fund each applicant in full, the funding recommendations outlined in the proposed AAP represent the Taskforce's best efforts to invest the limited funds available to them, to maximize the positive impacts for our community and those residents at the heart of this work.

All public comments received during the Public Hearings and/or the Public Comment period ending May 15, 2025, will be incorporated into the AAP. Two (2) Public Hearings have been scheduled before City Council (one (1) on Monday, April 21, 2025, and one (1) on Monday, May 5, 2025), and one (1) Public Hearing before the Commissioners of the Thomas Jefferson Planning District Commission ("TJPDC") on Thursday, May 1, 2025, at TJPDC's Water Street Center.

Alignment with City Council's Vision and Strategic Plan

The proposed Action Plan was developed to closely align with and support the City Council's vision of the City as a community in which everyone has the opportunity to thrive. Specifically, activities have been carefully selected to support progress in several areas highlighted in City Council's Strategic Vision, including Climate Action, Economic Prosperity, Housing, Education & Partnerships.

Community Engagement

This proposal conforms with the City's Citizen Participation Plan and has been presented to the public through multiple Public Hearings, including Public Hearings before the City's Planning Commission ("PC"), City Council, and the Commissioners of the Thomas Jefferson Planning District Commission ("TJPDC").

HUD regulations require that participants in HUD's CDBG and HOME Programs develop and submit for review by HUD locally approved Annual Action Plans ("AAP") that outline activities to be supported by funds allocated by HUD to meet the goals established in a five (5)-Year Consolidated Plan.

Such plans are required to be presented before the general public, with opportunities for public comment. A thirty (30)-day public comment period is currently underway through May 15, 2025 (learn more at <https://tjpd.org/public-comment-py-2025-annual-action-plan/>). A Public Hearing was held

before the City's PC on Tuesday, April 8, 2025, during which the PC provided valuable input and suggestions for technical assistance to potential applicants during the mandatory pre-application workshops. After the Public Hearing, the PC voted to forward the draft Action Plan and associated funding recommendations for consideration by City Council (all in favor; 1 abstention).

Budgetary Impact

As the funds proposed to be awarded are federal funds allocated to the City by HUD to support community-benefit activities, and, as such, do not draw from the City's General Fund, no adverse impacts to the City's Budget are anticipated. Rather, use of these funds as recommended here will instead serve to address an important and pressing community need(s), while at the same time supporting the City's eligibility for allocations of entitlement funds in future years. On a related note, and as of the time of this Report, City Staff has not received from HUD guidance from HUD as to how the policies of the new Presidential Administration might affect the City, especially regarding possible financial implications.

Recommendation

Recommendation #1: Approval of the AAP:

Based on the anticipated benefits of the current proposal to the City, specifically in that the activities presented herein directly address important needs within our community, City Staff recommends that City Council approve the Program Year 2025-26 AAP as presented herein, and authorize City and TJPDC Staff to transmit the locally approved plan to HUD for final review and approval, with the suggested motion:

"I move that City Council approve the attached RESOLUTION approving the City's Program Year 2025-26 One (1)-Year AAP for the City's CDBG & HOME Programs."

Recommendation #2: Approval of Funding Awards (CDBG):

City Staff also recommends that City Council approve the funding recommendations of the CDBG/HOME Taskforce for the award of CDBG funds and appropriate associated funds within the City's CDBG Fund with the suggested motion:

"I move that City Council also approve the attached RESOLUTION appropriating CDBG Block Grant funds anticipated to be received from HUD as outlined in the Program Year 2025-26 One (1)-Year AAP, in the approximate amount of \$438,617."

Recommendation #3: Approval of Funding Awards (HOME):

Finally, City Staff also recommends that City Council approve the funding recommendations of the CDBG/HOME Taskforce for the award of anticipated HOME funds with the suggested motion:

"Finally, I move that City Council approve the attached RESOLUTION approving the award of HOME Investment Partnership Program funds anticipated to be received from HUD as outlined in the Program Year 2025-26 One (1)- Year AAP, in the approximate amount of \$83,016."

Alternatives

Given that these funds are provided by HUD to the City for the execution of meaningful community-benefit programs and, as such, are not drawn from the City's General Fund, no alternative courses of action are considered. City Council, could, of course, decide not to provide approval for this proposal and could instead direct City Staff to explore other options for expending these funds consistent with HUD's programmatic requirements.

Attachments

1. City Council Priorities PY25 CDBG & HOME (#R-24-115), adopted Sept. 3, 2024
2. HUD Annual Action Plan PY25 Resolution to Approve
3. HUD Annual Action Plan PY25 Resolution to Approve Funding Awards CDBG
4. HUD Annual Action Plan PY25 Resolution to Approve Funding Awards HOME
5. HUD Annual Action Plan PY25 City Council Slide Deck*

**Resolution to Establish Council Priorities for the Program Year 2025-2026
Community Development Block Grant (CDBG) &
HOME Investment Partnerships (HOME) Programs**

WHEREAS the City of Charlottesville has been designated as an Entitlement Community by the United States Department of Housing and Urban Development (HUD) and as such is a recipient of federal funds through the Community Development Block Grant (CDBG) & HOME Investment Partnerships (HOME) programs, and

WHEREAS the City is a contributing member of the Thomas Jefferson HOME Consortium (TJHC) in partnership with the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in HUD's HOME program, and

WHEREAS in accordance with the City of Charlottesville's HUD-approved Citizen Participation Plan, the city's CDBG/HOME Task Force composed of residents and community representatives will be called on to review requests for funding of potential CDBG & HOME projects and to make recommendations for funding to Council in the Spring of 2025; now

THEREFORE BE IT RESOLVED by the City Council of Charlottesville, Virginia, that the Program Year 2025-2026 CDBG & HOME programs (PY25) shall prioritize to the degree possible:

- A continued emphasis on expanding access to affordable housing opportunities, including but not limited to low-income housing redevelopment; workforce development, including but not limited to efforts to bolster Section 3 training opportunities other economic development activities; microenterprise assistance; access to quality childcare; homeowner rehabilitation and energy-efficiency upgrades; down payment assistance; and improvements to public infrastructure designed to eliminate or reduce barriers to access to public amenities for mobility-impaired residents
- For program year 2025-2026, \$89,896.51 of CDBG Entitlement funds shall be set aside to support Economic Development activities
- For program year 2025-2026, \$89,896.51 of CDBG Entitlement funds shall be set aside to support Public Facilities and Improvement activities, with a special emphasis on activities that will eliminate or reduce barriers to access for mobility-impaired residents
- The CDBG Admin and Planning budget shall be set at 20% of the City's CDBG allocation
- Any other guidelines or directions Council may wish to give in determining how CDBG and HOME funds should be spent

RESOLUTION

Resolution Approving the City of Charlottesville-Thomas Jefferson Area HOME Consortium One-Year Annual Action Plan for Program Year 2025-26

WHEREAS the City of Charlottesville is a designated Entitlement Community by the United States Department of Housing and Urban Development (“HUD”), and as such is a recipient of federal funds through the Community Development Block Grant (CDBG) and Home Investment Partnerships (“HOME”) programs, and

WHEREAS the City of Charlottesville is a contributing member of the Thomas Jefferson HOME Consortium (“TJHC”) in partnership with the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in HUD’s HOME program,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Charlottesville, Virginia, hereby approves the Charlottesville-Thomas Jefferson HOME Consortium One-Year Annual Action Plan and its submittal to HUD for final review, as presented at a public hearing before the city’s Planning Commission (on 8 April 2025) and at two public hearings before City Council (on 21 April and 5 May 2025).

Approved by Council
May 5, 2025

Kyna Thomas, CMC
Clerk of Council

APPROPRIATION

Appropriation of Community Development Block Grant (“CDBG”) Funds Anticipated from the U.S. Department of Housing and Urban Development for Program Year 2025-26, in the Approximate Amount \$438,617

WHEREAS the City of Charlottesville has been advised by the U.S. Department of Housing and Urban Development (“HUD”) is eligible to receive an anticipated Community Development Block Grant (“CDBG”) allocation for the 2025-26 program year, in the approximate amount of \$438,617; and

WHEREAS City Council has received recommendations for the expenditure of funds from the city’s CDBG/HOME Taskforce, as reviewed and approved by the City’s Planning Commission at a public hearing on April 8, 2025, as provided by law;

BE IT RESOLVED by the City Council of Charlottesville, Virginia, that upon receipt of anticipated CDBG funding from the U.S. Department of Housing and Urban Development, said funds are hereby appropriated to the following individual expenditure accounts in the Community Development Block Grant Fund in accordance with the respective purposes set forth; provided, however, that the City Manager is hereby authorized to transfer funds between and among such individual accounts as circumstances may require, to the extent permitted by applicable federal grant regulations, as set forth below:

Economic Development Activities

<i>Fund</i>	<i>Account/Internal Order #</i>	<i>Funding Recommendation</i>	<i>Revised Award</i>
218	1900593	CIC Entrepreneur Programs	\$25,000.00
218	1900594	LVCA Beginning Workforce Development	\$50,000.00

Subtotal, Economic Development: \$75,000.00

Public Facilities & Infrastructure Enhancements

<i>Fund</i>	<i>Account/Internal Order #</i>	<i>Funding Recommendation</i>	<i>Revised Award</i>
218	1900595	Arc of the Piedmont Shower Replacement at Shamrock Group Home	\$20,500.00

Subtotal, Public Facilities & Infrastructure: \$20,500.00

Affordable Housing Activities

<i>Fund</i>	<i>Account/Internal Order #</i>	<i>Funding Recommendation</i>	<i>Revised Award</i>
218	1900592	AHIP Charlottesville Critical Home Rehabs	\$140,000.00

Subtotal, Affordable Housing: \$140,000.00

Public Services Activities

<i>Fund</i>	<i>Account/Internal Order #</i>	<i>Funding Recommendation</i>	<i>Revised Award</i>
218	1900596	PHA Financial Opportunity Center (FOC) Credit Club	\$21,342.00
218	1900597	PHAR Resident-Involved Redevelopment	\$22,618.55

218	1900598	The Haven Coordination of Community Service Providers	\$21,832.00
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Subtotal, Public Services: \$65,792.55

Programmatic Funds

<i>Fund</i>	<i>Account/Internal Order #</i>	<i>Funding Recommendation</i>	<i>Revised Award</i>
218	3914001000	CDBG Planning & Admin	\$87,723.40
218	3914001000	Unallocated Reserve	\$49,601.05

Subtotal, Programmatic Funds: \$137,324.45

Total PY25 Funding Recommendations: \$438,617.00

In the event that funding received from the U.S. Department of Housing and Urban Development differs from the amounts referenced above, all appropriated amounts may be administratively increased/reduced at the same prorated percentage of change to actual funding received. No subrecipient's grant may be increased above their initial funding request without further consideration by Council.

BE IT FURTHER RESOLVED that this appropriation is conditioned upon the receipt of not less than \$438,617 in CDBG funds from the U.S. Department of Housing and Urban Development for program year 2025-26, and all subrecipient awards are also conditioned upon receipt of such funds.

BE IT FURTHER RESOLVED that any unspent funds available after the approved 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 a private non-profit, charitable organization ("subrecipient") and shall be utilized by the subrecipient solely for the purpose(s) stated within their approved Scope of Work. The City Manager is hereby authorized to enter into a funding agreement with the subrecipient named herein as deemed advisable to ensure that all grant funds are expended for their intended purposes and in accordance with applicable federal and state laws and regulations.

Approved by Council
May 5, 2025

Kyna Thomas, CMC
Clerk of Council

RESOLUTION

Approval of HOME Investment Partnership Program Activity with Funds Anticipated from the U.S. Department of Housing and Urban Development for Program Year 2025-26, in the Approximate Amount of \$83,016

WHEREAS the City of Charlottesville ("City") has been advised by the U.S. Department of Housing and Urban Development ("HUD") that the region served by the Thomas Jefferson HOME Consortium ("TJHC") is eligible to receive a HOME Investment Partnerships program ("HOME") allocation for the 2025-26 program year, in the approximate amount of \$651,111, of which the City is eligible to receive approximately \$83,016 to support local affordable housing ("AH") initiatives; and

WHEREAS City Council has received recommendations for the expenditure of the anticipated funds from the city's CDBG/HOME Taskforce, as reviewed and approved by the City's Planning Commission at a public hearing on May 8, 2025, as provided by law; and

WHEREAS the City of Charlottesville had in prior years appropriated local funds from the CAHF to meet HUD's 25% local match funds requirement on behalf of the members of the Thomas Jefferson HOME Consortium, the City will now certify with HUD certain CAHF-funded projects in the current program year to meet the local match funds requirement, as established through the 2025 Cooperation Agreement established between Charlottesville & Thomas Jefferson Planning District Commission ("TJPDC"), thereby significantly reducing the administrative burden on staff from both parties;

BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia, that upon receipt of this anticipated HOME funding from the U.S. Department of Housing and Urban Development, that the following HOME-funded affordable housing activity is approved:

PY	Subrecipient	Funded Activity	Proposed Award
PY25	Piedmont Housing Alliance	905 Rives St. Townhomes AH	\$83,016.66

BE IT FURTHER RESOLVED that this appropriation of subrecipient award funds is conditioned upon the receipt by the City of not less than \$83,016.66 in HOME funds as the city's local share of HOME funds received by the Thomas Jefferson HOME Consortium from the U.S. Department of Housing and Urban Development for Program Year 2025-26.

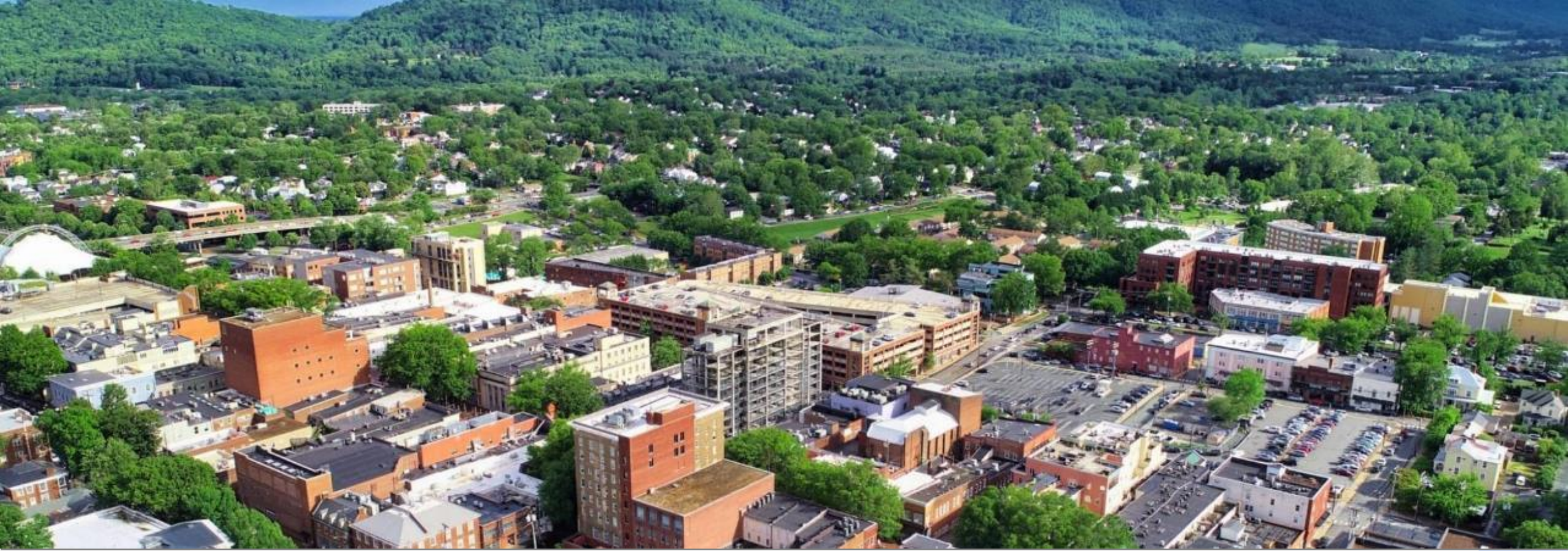
If funding received from the U.S. Department of Housing and Urban Development for Program Year 2025-26 differs from the amounts referenced above, all appropriated amounts may be administratively increased/reduced at the same prorated percentage of change to actual funding received. No subrecipient's funding award may be increased above their initial funding request without further consideration by Council.

FINALLY, BE IT FURTHER RESOLVED that the funding award appropriated within this resolution will be provided as a grant to a private non-profit, charitable organization

("subrecipient") and shall be utilized by the subrecipient solely for the purpose(s) stated within their approved agreement, as approved by TJPDC staff in accordance with the 2024 Charlottesville/TJPDC Cooperation Agreement. The City Manager is hereby authorized to enter into a funding agreement with the subrecipient named herein as deemed advisable to ensure that all grant funds are expended for their intended purposes and in accordance with applicable federal and state laws and regulations.

Approved by Council
May 5, 2025

Kyna Thomas, CMC
Clerk of Council



City of Charlottesville

CDBG & HOME Programs

Program Year 2025-2026

City Council Public Hearing
Monday, April 21, 2025

Staff Contact:
Anthony Warn, Grants Analyst
Office of Community Solutions
warna@charlottesville.gov



HUD National Objectives

The authorizing statute of the HUD-funded programs requires that each activity funded (except for program administration and planning activities) meet one of HUD's three national objectives:

- **Benefit to low-and moderate-income (LMI) persons;**
- **Aid in the prevention or elimination of slums or blight; and**
- **Meet a need having a particular urgency (referred to as urgent need)**

- HUD national objectives are guided by three primary principles:
 - Establish and maintain thriving living environments through activities designed to benefit families, individuals, and the greater Charlottesville community
 - Create economic opportunities through activities related to economic development, commercial revitalization, or job creation
 - Provide decent housing through activities focusing on housing programs where the purpose of the activity meets individual, family, or community needs

Appendix B NATIONAL OBJECTIVE CODES		
The national objective codes (NOCs) are listed below with descriptions and applicable CFR citations. The NOCs that may be used with each matrix code are identified in Appendix C.		
NOC	Description	24 CFR Citation
LMA	Low/mod area benefit Activities providing benefits that are available to all the residents of a particular area, at least 51% of whom are low/mod income. The service area of an LMA activity is identified by the grantee, and need not coincide with Census tracts or other officially recognized boundaries.	570.208(a)(1)
LMAFI	Low/mod area benefit, community development financial institution (CDFI) Job creation and retention activities that are carried out by a CDFI and that the grantee elects to consider as meeting the low/mod area benefit criteria.	570.208(d)(6)(i)
LMASA	Low/mod area benefit, neighborhood revitalization strategy area (NRSA) Job creation and retention activities that are carried out pursuant to a HUD-approved Neighborhood Revitalization Strategy (NRS) and that the grantee elects to consider as meeting the low/mod area benefit criteria.	570.208(d)(5)(i)
LMC	Low/mod limited clientele benefit Activities that benefit a limited clientele, at least 51% of whom are low/mod income. LMC activities provide benefits to a specific group of persons rather than to all the residents of a particular area.	570.208(a)(2)
LMCMC	Low/mod limited clientele, micro-enterprises Activities carried out under 24 CFR 570.201(e) that benefit micro-enterprise owners/developers who are low/mod income.	570.208(a)(2)(iii)
LMCSV	Low/mod limited clientele, job service benefit Activities that provide job training, placement and/or employment support services in which the percentage of low/mod persons assisted is less than 51%, but the proportion of the total cost paid by CDBG does not exceed the proportion of the total number of persons assisted who are low/mod.	570.208(a)(2)(iv)
LMH	Low/mod housing benefit Activities undertaken to provide or improve permanent residential structures that will be occupied by low/mod income households.	570.208(a)(3)

Available online at www.hudexchange.info/resource/2555/national-objective-code-descriptions/



City Council Priorities

With the goal of fostering a high degree of responsiveness to local needs, City Council each year establishes a set of local priorities for the CDBG program

Council priorities are discussed at open public meetings and published as a formal resolution each year



- For the upcoming program year 2024-25, City Council has established the following priorities in Resolution #R-23-121
- Council resolutions can be found in the city's Laserfiche Archive online at:
<https://weblink.charlottesville.org/public/browse.aspx?dbid=0>
- You can also email me for a copy

Resolution to Establish Council Priorities for the Program Year 2025-2026 Community Development Block Grant (CDBG) & HOME Investment Partnerships (HOME) Programs

WHEREAS the City of Charlottesville has been designated as an Entitlement Community by the United States Department of Housing and Urban Development (HUD) and as such is a recipient of federal funds through the Community Development Block Grant (CDBG) & HOME Investment Partnerships (HOME) programs, and

WHEREAS the City is a contributing member of the Thomas Jefferson HOME Consortium (TJHC) in partnership with the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in HUD's HOME program, and

WHEREAS in accordance with the City of Charlottesville's HUD-approved Citizen Participation Plan, the city's CDBG/HOME Task Force composed of residents and community representatives will be called on to review requests for funding of potential CDBG & HOME projects and to make recommendations for funding to Council in the Spring of 2025; now

THEREFORE BE IT RESOLVED by the City Council of Charlottesville, Virginia, that the Program Year 2025-2026 CDBG & HOME programs (PY25) shall prioritize to the degree possible:

- A continued emphasis on expanding access to affordable housing opportunities, including but not limited to low-income housing redevelopment; workforce development, including but not limited to efforts to bolster Section 3 training opportunities other economic development activities; microenterprise assistance; access to quality childcare; homeowner rehabilitation and energy-efficiency upgrades; down payment assistance; and improvements to public infrastructure designed to eliminate or reduce barriers to access to public amenities for mobility-impaired residents
- For program year 2025-2026, \$89,896.51 of CDBG Entitlement funds shall be set aside to support Economic Development activities
- For program year 2025-2026, \$89,896.51 of CDBG Entitlement funds shall be set aside to support Public Facilities and Improvement activities, with a special emphasis on activities that will eliminate or reduce barriers to access for mobility-impaired residents
- The CDBG Admin and Planning budget shall be set at 20% of the City's CDBG allocation
- Any other guidelines or directions Council may wish to give in determining how CDBG and HOME funds should be spent

	<u>Aye</u>	<u>No</u>
Oschin	x	_____
Payne	x	_____
Pinkston	x	_____
Snook	x	_____
Wade	x	_____

Approved by Council
September 3, 2024

Kyna Thomas

Kyna Thomas, MMC
Clerk of Council

CDBG Eligible Activities

HUD's authorizing statutes require that CDBG-funded activities meet the definition of specific eligible activities, each of which is referred to by a specific 'matrix code'

- Matrix codes for eligible activities under CDBG fall into specific categories
- Charlottesville focuses it's CDBG funds on four of these categories:
 - Economic Development
 - Public Facilities & Infrastructure
 - Public Services
 - Housing
- HUD caps funding for Public Services activities at 15% of the total allocation for a given year

Appendix A CDBG MATRIX CODES

CDBG Matrix Codes by Category

Matrix codes are listed here by category so you can quickly review the available choices.

Acquisition, Disposition, Clearance, Relocation

01 Acquisition of Real Property	04A Cleanup of Contaminated Sites
02 Disposition of Real Property	08 Relocation
04 Clearance and Demolition	

Administration and Planning

20 Planning	21E Submission of Applications for Federal Programs
20A Planning (State-Administered CDBG Grantees)	21H CDBG Funding of HOME Admin
21A General Program Administration	21I CDBG Funding of HOME CHDO Operating Expenses
21B Indirect Costs	21J State Administration
21C Public Information	14H Rehab: Administration
21D Fair Housing Activities (subject to Admin cap)	

Economic Development

14E Rehab: Publicly or Privately Owned Commercial/Industrial (CI)	17D CI: Other Improvements
17A CI: Acquisition/Disposition	18A ED: Direct Financial Assistance to For-Profits
17B CI: Infrastructure Development	18B ED: Technical Assistance
17C CI: Building Acquisition, Construction, Rehabilitation	18C ED: Micro-Enterprise Assistance

Housing

12 Construction of Housing	14G Rehab: Acquisition
13 Direct Homeownership Assistance	14H Rehab: Administration
14A Rehab: Single-Unit Residential	14I Lead-Based Paint/Lead Hazards Testing/Abatement
14B Rehab: Multi-Unit Residential	14J Housing Services
14C Rehab: Public Housing Modernization	16A Residential Historic Preservation
14D Rehab: Other Publicly Owned Residential Buildings	19E Operation/Repair of Foreclosed Property
14F Rehab: Energy Efficiency Improvements	

Public Facilities and Infrastructure Improvements

03A Senior Centers	03L Sidewalks
03B Handicapped Centers	03M Child Care Centers
03C Homeless Facilities (not operating costs)	03N Tree Planting
03D Youth Centers	03O Fire Stations/Equipment
03E Neighborhood Facilities	03P Health Facilities
03F Parks, Recreational Facilities	03Q Facilities for Abused and Neglected Children
03G Parking Facilities	03R Asbestos Removal
03H Solid Waste Disposal Improvements	03S Facilities for AIDS Patients (not operating costs)
03I Flood Drainage Improvements	03 Other Public Facilities/Improvements
03J Water/Sewer Improvements	
03K Street Improvements	

Available online at
www.hudexchange.info/resource/89/community-development-block-grant-program-cdbg-guide-to-national-objectives-and-eligible-activities-for-entitlement-communities/



HOME Eligible Activities

HUD's authorizing statutes require that CDBG-funded activities meet the definition of specific eligible activities, each of which is referred to by a specific 'matrix code'



HOME has four main eligible activities:

- Homeowner (owner-occupied) rehabilitation
- Rental housing acquisition, new construction, or rehabilitation
- Homebuyer housing acquisition, new construction, or rehabilitation, including direct assistance to eligible homebuyers to purchase the housing
- Tenant-based rental assistance (rental subsidy)

24 CFR 92.205 (up to date as of 4/03/2025)
Eligible activities: General.

24 CFR 92.205 (Apr. 3, 2025)

This content is from the eCFR and is authoritative but unofficial.

Title 24 — Housing and Urban Development
Subtitle A — Office of the Secretary, Department of Housing and Urban Development
Part 92 — Home Investment Partnerships Program
Subpart E — Program Requirements
Eligible and Prohibited Activities
Authority: 42 U.S.C. 3535(d) and 12701 – 12839; 12 U.S.C. 1701x.
Source: 61 FR 48750, Sept. 10, 1996, unless otherwise noted.

§ 92.205 Eligible activities: General.

Link to an amendment published at 90 FR 867, Jan. 6, 2025.

This amendment was delayed until April 20, 2025, at 90 FR 8780, Feb. 3, 2025.

(a) *Eligible activities.*

(1) HOME funds may be used by a participating jurisdiction to provide incentives to develop and support affordable rental housing and homeownership affordability through the acquisition (including assistance to homebuyers), new construction, reconstruction, or rehabilitation of nonluxury housing with suitable amenities, including real property acquisition, site improvements, conversion, demolition, and other expenses, including financing costs, relocation expenses of any displaced persons, families, businesses, or organizations; to provide tenant-based rental assistance, including security deposits; to provide payment of reasonable administrative and planning costs; and to provide for the payment of operating expenses of community housing development organizations. The housing must be permanent or transitional housing. The specific eligible costs for these activities are set forth in §§ 92.206 through 92.209. The activities and costs are eligible only if the housing meets the property standards in § 92.251 upon project completion.

(2) Acquisition of vacant land or demolition must be undertaken only with respect to a particular housing project intended to provide affordable housing within the time frames established in paragraph (2) of the definition of "commitment" in § 92.2.

(3) Conversion of an existing structure to affordable housing is rehabilitation, unless the conversion entails adding one or more units beyond the existing walls, in which case, the project is new construction for purposes of this part.

(4) *Manufactured housing.* HOME funds may be used to purchase and/or rehabilitate a manufactured housing unit, or purchase the land upon which a manufactured housing unit is located. Except for existing, owner-occupied manufactured housing that is rehabilitated with HOME funds, the manufactured housing unit must, at the time of project completion, be connected to permanent utility hook-ups and be located on land that is owned by the manufactured housing unit owner or

Available online at
<https://www.ecfr.gov/current/title-24/subtitle-A/part-92/subpart-E/subject-group-ECFRf448ea7bbdfb69a?toc=1>

Overview of Funding Request Received for PY25

*Summary of PY25
applications received for
program year 2025-26*



SUMMARY OF CDBG & HOME REQUESTS FOR FUNDING PY25

Anticipated PY25 Funding from HUD*

Anticipated PY25 for CDBG	\$ 438,617.00
Anticipated PY25 for HOME	\$ 83,016.66

Subtotal Available to Commit: \$521,633.66

Actual

Programmatic Funding & Setasides

CDBG Planning & Admin	\$ 87,723.40
Public Services Cap @ 15%	\$ 65,792.55
Council Priority: Public Facilities & Imprv.	\$ 89,896.51
Council Priority: Economic Dev.	\$ 89,896.51
HOME Program Local Match @ 25% (CAHF)*	\$ 20,754.17

CDBG Economic Development

Request \$

CIC Entrepreneur Programs	\$ 25,000
LVCA Beginning Workforce Development	\$ 50,000

Subtotal CDBG requests, Econ Dev: \$75,000

CDBG Public Facilities & Infrastructure Improvements

Request \$

Arc of the Piedmont Shower Replacement at Shamrock Group Home	\$ 20,500
---	-----------

Subtotal CDBG requests, Public Facilities: \$20,500

CDBG Public Service Programs

Request \$

CRHA Economic Opportunity Program (Phase II)	\$ 90,600
CRHA Eviction Diversion Program	\$ 50,000
IRC Charlottesville Financial Capabilities	\$ 46,636
PACEM Shelter Transportation	\$ 60,000
PHA Financial Opportunity Center (FOC) Credit Club	\$ 30,000
PHAR Resident-Involved Redevelopment	\$ 42,000
The Haven Coordination of Community Service Providers	\$ 50,000

Subtotal CDBG requests, Public Services: \$369,236

CDBG Affordable Housing

Request \$

AHIP Charlottesville Critical Home Rehab	\$ 140,000
--	------------

Subtotal CDBG requests, Affordable Housing: \$140,000

HOME Investment Partnerships

Request \$

CRHA 5th Street AH	\$ 144,500
CRHA Downtown AH	\$ 175,000
PHA 905 Rives St. Townhomes AH	\$ 89,688

Subtotal requests HOME: \$409,188

* Estimated based on PY24 HUD allocations

** revised 3/31 based on HUD
guidance

Draft Funding Recommendations PY25

Draft funding recommendations from the CDBG/HOME Taskforce for program year 2025-26, based on the amounts allocated for program year 2024-25



SUMMARY OF CDBG & HOME REQUESTS FOR FUNDING PY25 **INITIAL**

Anticipated PY25 Funding from HUD*

Anticipated PY25 for CDBG	\$ 438,617.00
Anticipated PY25 for HOME	\$ 83,016.66
Subtotal Available to Commit: \$521,633.66	

Programmatic Funding & Setasides

CDBG Planning & Admin	\$ 87,723.40
Public Services Cap @ 15%	\$ 65,792.55
Council Priority: Public Facilities & Imprv.	\$ 89,896.51
Council Priority: Economic Dev.	\$ 89,896.51
HOME Program Local Match @ 25% (CAHF)*	\$ 20,754.17

CDBG Economic Development	Recommendation \$	%	decimal
CIC Entrepreneur Programs	\$ 25,000.00	5.70%	0.05699733
LVCA Beginning Workforce Development	\$ 50,000.00	11.40%	0.11399467
Subtotal CDBG recommendations, Econ Dev:		\$75,000	

CDBG Public Facilities & Infrastructure Improvements	Recommendation \$	%	decimal
Arc of the Piedmont Shower Replacement at Shamrock Group Home	\$ 20,500.0	4.67%	0.04673781
Subtotal CDBG recommendations, Public Facilities:		\$20,500	

CDBG Public Services Activities	Recommendation \$	%	decimal
CRHA Economic Opportunity Program (Phase II)	\$ -	0.00%	-
CRHA Eviction Diversion Program	\$ -	0.00%	-
IRC Charlottesville Financial Capabilities	\$ -	0.00%	-
PACEM Shelter Transportation	\$ -	0.00%	-
PHA Financial Opportunity Center (FOC) Credit Club	\$ 21,342.00	4.87%	0.04865748
PHAR Resident-Involved Redevelopment	\$ 22,618.55	5.16%	0.05156788
The Haven Coordination of Community Service Providers	\$ 21,832.00	4.98%	0.04977463
Subtotal CDBG recommendations, Public Services:		\$65,793	

CDBG Affordable Housing	Recommendation \$	%	decimal
AHIP Charlottesville Critical Home Rehab	\$ 140,000.0	31.92%	0.31918507
Subtotal CDBG recommendations, Affordable Housing:		\$140,000	

HOME Investment Partnerships	Recommendation \$	%	decimal
CRHA 5th Street AH	\$ -	0.00%	-
CRHA Downtown AH	\$ -	0.00%	-
PHA 905 Rives St. Townhomes AH	\$ 83,016.7	100.00%	1.00000000
Subtotal recommendations HOME:		\$83,017	

* Estimated based on PY24 HUD allocations

Draft / Proposed

Draft Funding Recommendations Scenario PY25

Projected funding recommendations for program year 2025-26 based on actual funding allocations from HUD below that awarded in previous 2024-25 program year



CDBG & HOME REQUESTS FOR FUNDING PY25 (BY DECIMAL - ESTIMATED)

Recommended by CDBG/HOME Taskforce: Tuesday, April 1, 2025

Taskforce Chair: Phil d'Oronzio Vice-Chair: Syleethia Carr

Actual PY25 Funding from HUD*

Actual PY25 for CDBG	\$ 300,000.00
Actual PY25 for HOME	\$ 83,016.66

Subtotal Available to Commit: \$383,016.66

Programmatic Funding & Setasides

CDBG Planning & Admin	\$ 60,000.00
Public Services Cap @ 15%	\$ 45,000.00
Council Priority: Public Facilities & Imprv.	\$ 89,896.51
Council Priority: Economic Dev.	\$ 89,896.51
HOME Program Local Match @ 25% (CAHF)*	\$ 20,754.17

CDBG Economic Development

	Recommendation \$	decimal
CIC Entrepreneur Programs	\$ 17,099.2	0.05699733
LVCA Beginning Workforce Development	\$ 34,198.4	0.11399467

Subtotal CDBG recommendations, Econ Dev: \$51,298

CDBG Public Facilities & Infrastructure Improvements

	Recommendation \$	decimal
Arc of the Piedmont Shower Replacement at Shamrock Group Home	\$ 14,021.3	0.04673781

Subtotal CDBG recommendations, Public Facilities: \$14,021

CDBG Public Service Programs

	Recommendation \$	decimal
CRHA Economic Opportunity Program (Phase II)	\$ -	-
CRHA Eviction Diversion Program	\$ -	-
IRC Charlottesville Financial Capabilities	\$ -	-
PACEM Shelter Transportation	\$ -	-
PHA Financial Opportunity Center (FOC) Credit Club	\$ 14,597.25	0.04865748
PHAR Resident-Involved Redevelopment	\$ 15,470.36	0.05156788
The Haven Coordination of Community Service Providers	\$ 14,932.39	0.04977463

Subtotal CDBG recommendations, Public Services: \$45,000

CDBG Affordable Housing

	Recommendation \$	decimal
AHIP Charlottesville Critical Home Rehab	\$ 95,755.52	0.31918507

Subtotal CDBG recommendations, Affordable Housing: \$95,756

HOME Investment Partnerships

	Recommendation \$	decimal
CRHA 5th Street AH	\$ -	-
CRHA Downtown AH	\$ -	-
PHA 905 Rives St. Townhomes AH	\$ 83,016.66	1.00000000

Subtotal requests HOME: \$83,017

* Estimated based on hypothetical HUD allocations

** Final funding amounts to be calculated upon receipt of official notice from HUD

Financial Modelling Scenario #1:

Proposed awards if HUD funding for PY25 CDBG activities reduced to \$300,000

Thank You for your interest in the City of Charlottesville's CDBG & HOME programs!

For more information, please visit the city's CDBG & HOME webpage at <https://www.charlottesville.gov/678/CDBG-HOME-Programs>

Please also feel free to email Anthony at warna@charlottesville.gov and Taylor at harveyryant@charlottesville.gov



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



Agenda Date:	April 21, 2025
Action Required:	Adopt Resolution Reallocating Funding
Presenter:	Antoine Williams, Housing Program Manager
Staff Contacts:	Alexander Ikefuna, Director, Office of Community Solutions Antoine Williams, Housing Program Manager Madelyn Metzler, Housing Compliance Coordinator
Title:	Resolution allocating \$35,000 of FY25 Charlottesville Affordable Housing Fund as an Emergency Grant to the Blue Ridge Area Coalition for the Homeless ("BRACH") for Supportive Housing Program

Background

The City of Charlottesville, Virginia's ("City"), Fiscal Year 2024 - 2025 (FY25) Budget included funding for the Charlottesville Affordable Housing Fund ("CAHF"). \$823,000 in funding was made available for the CAHF Grant Program. The CAHF Committee made recommendations for allocation of \$788,000, leaving a difference of \$35,000 for allocation at City Council's discretion.

Discussion

Recognizing that funding needs do not always arise in alignment with Grant funding cycles, the City Manager presented to City Council eight (8) off-cycle requests as part of the City's FY2026 Budget process. One (1) request is from BRACH for funding to replace a lost Grant. This funding would ensure BRACH, the lead Continuum of Care agency for our region, can continue its operations uninterrupted. Due to the potential for interrupted service, this funding request is deemed an emergency. Given the emergency need, the remaining \$35,000 allocated for CAHF Grants is recommended to be awarded to BRACH for a Supportive Housing Emergency Grant.

Alignment with City Council's Vision and Strategic Plan

The funding recommendations align with the following:

(1) Alignment with Affordable Housing and Comprehensive Plans: The funding recommendation has been endorsed by the City Council and aligns with the goals and priorities outlined in the City's Affordable Housing and Comprehensive Plans. The recommended funding supports initiatives addressing homelessness prevention and affordable housing development, key focus areas of the City's affordable housing plan.

(2) City Council Strategic Plan Framework/Strategic Outcome Area ("SOA") Housing: *Housing Choice and Mobility*: The CAHF Program supports a variety of initiatives aimed at improving housing affordability and accessibility. The Program directly contributes to housing choice and mobility for all

residents, as outlined in the City's Affordable Housing Plan.

(3) SOA Economic Prosperity: *Driving Prosperity for All*: Investing in affordable housing initiatives through the CAHF Program ensures that all residents have access to stable and affordable housing. Stable housing is foundational for pursuing economic opportunities, building wealth, and contributing to community prosperity. By fostering economic stability for residents, the Program drives economic prosperity for the entire community.

(4) SOA Partnerships: *Magnify Positive Community Outcomes through Capacity Support*: The CAHF Program involves collaboration with various stakeholders, including nonprofit organizations, housing authorities, legal aid services, and community development organizations. These partnerships amplify the positive outcomes of affordable housing initiatives by leveraging resources, expertise, and community networks. By fostering meaningful collaborations, the Program enhances the effectiveness of initiatives addressing housing needs.

(5) Commitment to Justice, Equity, Diversity, and Inclusion: The CAHF Program reflects the City's commitment to justice, equity, diversity, and inclusion by addressing housing needs across various demographic groups and socioeconomic backgrounds. By providing housing support to vulnerable populations and advancing social and economic justice, the Program contributes to creating a more inclusive and equitable community.

In summary, the CAHF Grant Program aligns closely with the City's vision for creating an environment where everyone can thrive. Moving forward, continued investment in the CAHF Grant Program will be essential for advancing the City's goals for inclusive and equitable community development.

Community Engagement

This CAHF allocation is in keeping with the provisions in the City's Affordable Housing Plan and 2021 Comprehensive Plan that were recommended by the Planning Commission and approved by the City Council. Both documents went through an extensive public engagement process.

Budgetary Impact

This request does not encumber any additional funding from the City Budget. CAHF funding was allocated in the City's Capital Improvement Program ("CIP") FY24/25 Budget. This approval allocates this FY24/25 CIP funding.

Recommendation

City Staff recommends City Council adopt the attached Resolution allocating \$35,000 in FY25 CAHF Grant funding as an Emergency Grant to BRACH for its Supportive Housing Program.

Alternatives

N/A

Attachments

1. CAHFGrantAward-Resolution_Allocating \$35000(FY25) - BRACH

RESOLUTION ALLOCATION OF CHARLOTTESVILLE AFFORDABLE HOUSING FUND (CAHF) FY25 AS EMERGENCY GRANT TO THE BLUE RIDGE AREA COALITION FOR THE HOMELESS (BRACH) FOR SUPPORTIVE HOUSING PROGRAM IN THE AMOUNT OF \$35,000

WHEREAS, the City of Charlottesville, Virginia, having established the Charlottesville Affordable Housing Fund (CAHF) Grant Program to provide financial support for community agency programs aiding in affordable housing and homelessness relief, hereby allocates \$35,000 from the Charlottesville Affordable Housing Fund (CAHF) Grant Program under Fund 426 Project: CP-084, as per the Capital Improvement Program budget for FY2025; and

NOW, THEREFORE, BE IT RESOLVED The City Council, having received and reviewed recommendations from the CAHF Committee on the expenditure of CAHF funds for the CAHF Grant Program, resolves to allocate the amount to the Blue Ridge Area Coalition for the Homeless (BRACH) for Supportive Housing Program.

Fund	Project	GL Account	Applicant	Funded Project/Initiative	CAHF Award
426	CP-084	530670	Blue Ridge Area Coalition for the Homeless (BRACH)	Supportive Housing Emergency Grant	\$35,000

BE IT FURTHER RESOLVED that all funding awards within this resolution shall be provided as grants to the entity listed under the “Applicant” column above to be used solely for the purposes of the program listed in this resolution and any subsequent grant agreement. The City Manager is authorized to negotiate and execute funding grant agreements with each recipient to ensure proper utilization of funds.

Approved by Council
April 21, 2025

Kyna Thomas, CMC
Clerk of Council

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



Agenda Date:	April 21, 2025
Action Required:	Adopt Resolution
Presenter:	Kristel Riddervold, Director of the Office of Sustainability
Staff Contacts:	Steven Gaines, Urban Forester Dan Frisbee
Title:	Resolution of Intent to Participate in the Biophilic Cities Program

Background

The City of Charlottesville, Virginia ("City"), has long-standing commitments to sustainability, environmental stewardship, and community health and wellness. The City has a rich and varied diversity of ecosystems that provide benefits to residents, workers, businesses, visitors, and the diverse species with whom we share our City and our region. The City's Comprehensive Plan includes the Priority Area "Keep Charlottesville green, make it greener, and protect the natural environment and the many benefits it provides." The opening paragraph of the Chapter 7 (Environment, Climate, and Food Equity) Community Vision Statement is "Charlottesville will be an environmental leader, with healthy air, water, and ecosystems, as well as ample, high-quality, and accessible open space and natural areas, and a preserved and enhanced tree canopy. The Rivanna River and other waterbodies will be celebrated and protected, and environmentally-sound community access will be enhanced".

The City has been encouraged to apply to participate in the Biophilic Cities Program ("Program"), which was initiated at the University of Virginia in 2011. The Program is a global network ("Network") of cities, scholars, and advocates working to build an understanding of the value and contribution of nature in cities to the lives of urban residents. The Network places nature at the core of design and planning, and works to create opportunities to learn about and connect with nature. Cities that join the Network can work with other Biophilic cities across the globe, participate in Network events, contribute policies and plans to a resource library, and more. Currently, sixteen (16) U.S. cities are members, with four (4) from Virginia (Arlington, Norfolk, Richmond, and Reston).

Discussion

Biophilia, a term popularized by the renowned biologist E.O. Wilson, refers to the innate connection of humans to the natural world. Examples of biophilia include:

- The sense of peace and well-being experienced when spending time in nature;
- The attraction to natural landscapes, like forests and oceans;
- The enjoyment of animals and plants; and

- The preference for natural materials and designs in architecture and interior design.

A Biophilic City is one that contains abundant biodiversity and nature that works to conserve that nature, as well as creatively insert new forms of nature, and fosters connections to the natural world. It understands and celebrates that its role is to provide habitat for many different forms of life, and advocate for humane co-existence. There are many clear and tangible benefits that flow from fostering urban connections to nature. These benefits include economic growth, positive educational impacts, and healthier, happier, and more productive cities. Nature in the city, moreover, helps to make cities and urban neighborhoods more resilient and livable, and this nature provides extensive and economically valuable ecosystem services.

The City has already incorporated Biophilic principles into a number of major policy documents and programs that embody the City's related values and priorities, including the Comprehensive Plan, the Rivanna River Corridor Plan, the Climate Action Plan, the Development Code, the Parks and Recreation Master Plan, the Urban Forest Management Plan, and the Water Resources Protection Program.

Through a number of existing efforts, the City is already a Biophilic City, with numerous ways in which residents and visitors can already interact with and benefit from nature across the City.

- The City has a commitment to a healthy and robust urban forest as well as its network of water resources, an appreciation for native species and diversity, and an understanding of the role of nature in addressing and responding to the climate crisis.
- Nature elements are found in 2,300 acres of parks, school grounds, natural areas, landscape beds, medians/rights of way, and urban plazas/streetscapes.
- The City has been a TREE CITY USA since 2006, has an active Tree Commission, funds an active urban forestry program (tree planting, restoration, invasives management), and is working on a comprehensive update of its Urban Forest Management Plan.
- The City has tackled a number of nature-based solutions including stream restoration projects, forested wetlands, rain gardens, other green stormwater infrastructure, and pollinator gardens with consideration for appropriate, native plants.
- Biophilic design has been integrated into various public projects, including several LEED-certified facilities and public spaces.
- The City's Development Code includes requirements to protect and maintain environmental quality.
- An extensive and growing bike/pedestrian trail network offers a variety of opportunities to travel through and experience the City's urban and natural areas.
- Community gardens and urban farms offer hands-on experiences that also address food access interests.
- The community also benefits from numerous community-based organizations whose missions involve environmental conservation, restoration, education, engagement, stewardship, inspiration, sustainability, human and environmental well-being, and more.

Additional and intriguing efforts to further Biophilic Cities objectives are being explored and access to the global Network will provide opportunities to discover strategies and solutions. Additionally, there

is strong community interest in ongoing regional approaches to this work, building on past collaborations and developing a regional Biophilic framework.

To become a Partner City, cities must submit an official Resolution, narrative statement, and list of municipal indicators by which Biophilic qualities can be assessed and progress can be evaluated over time. Partner Cities designate a specific Staff person (proposed to be the Office of Sustainability Director) who will serve as the City's Biophilic Cities Network Contact and Coordinator. Initial membership is for two (2) years; partner status is renewable for subsequent periods of two to five (2 - 5) years.

Alignment with City Council's Vision and Strategic Plan

This action is in direct alignment with City Council's Strategic Plan Framework's outcome areas of Climate Action, Recreation, Arts, and Culture, and Partnerships, as well as the Comprehensive Plan.

Community Engagement

The Priority Area in the City's Comprehensive Plan is the outcome of intensive community engagement efforts. Similarly, the development of the Climate Action Plan and Parks and Recreation Master Plan were the result of extensive community engagement, supporting related principles. Both City Programs, and various community partners, have and will continue to offer ongoing engagement and volunteering opportunities related to connecting with and valuing nature in the City.

Budgetary Impact

There is no financial impact on the City's General Fund.

Recommendation

City Staff recommends City Council adopt the attached Resolution of Intent to Participate in the Biophilic Cities Program.

Alternatives

Continue locally-driven and biophilia-inspired efforts, without connection to this global Network.

Attachments

1. Biophilic Cities Resolution
2. Biophilic Cities 04212025

RESOLUTION

EXPRESSING INTENT FOR THE CITY OF CHARLOTTESVILLE TO PARTICIPATE IN THE BIOPHILIC CITIES NETWORK

WHEREAS, the City of Charlottesville has long-standing commitments to environmental sustainability and community health and wellness, and City Council's Strategic Plan Vision is "To be a place where everyone thrives," including Strategic Outcome Areas focused on Climate Action, Recreation, Arts, and Culture, and Partnerships; and

WHEREAS, the City has already incorporated biophilic principles in a number of major policy documents and programs including the Comprehensive Plan, the Rivanna River Corridor Plan, the Climate Action Plan, the Development Code, the Parks and Recreation Master Plan, the Urban Forest Management Plan, and the Water Resources Protection Program; and

WHEREAS, Charlottesville has a rich and varied diversity of ecosystems that provide benefits to residents, workers, businesses, visitors and the diverse species we share our city and our region with; and

WHEREAS, evidence demonstrates that people are happiest, emotionally and physically healthiest, and most productive when working and living in close proximity to nature; and

WHEREAS, research suggests that exposure to nature can reduce stress, aid recovery from illness, enhance cognitive skills, improve academic performance, and aid in combatting childhood and adult illnesses; and

WHEREAS, in an increasingly urbanized world, it is incumbent upon cities to provide vital natural habitat to plant and animal species that may otherwise perish; and

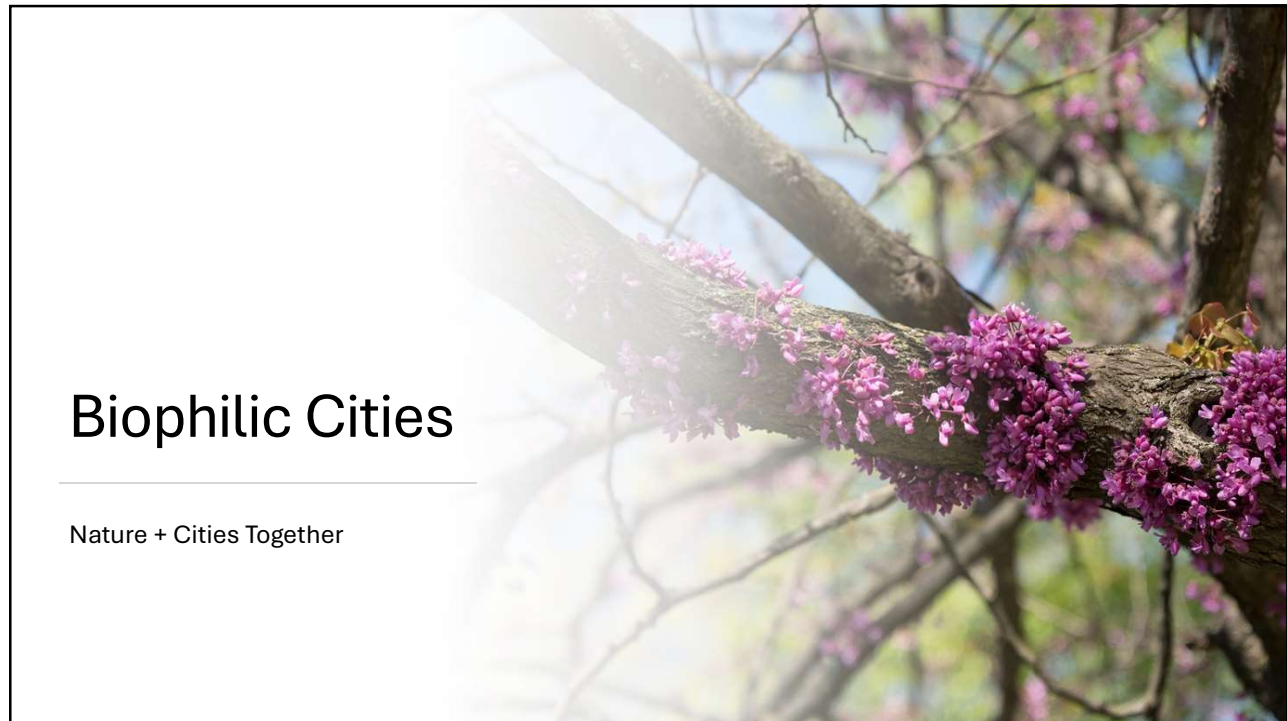
WHEREAS, the concept of "biophilia" refers to the innate connection of humans to the natural world, and therefore "biophilic cities" are those that purposefully design, build, and manage their communities with abundant nature ensuring its residents have opportunities for deep, meaningful connection and engagement with the natural world as part of their daily life; and

WHEREAS, the Biophilic Cities Network is a community of biophilic cities from around the world whose leaders recognize the important connection between humans and the natural world and strive to place nature at the core of design and planning and work to create abundant opportunities to learn about and connect with nature; and

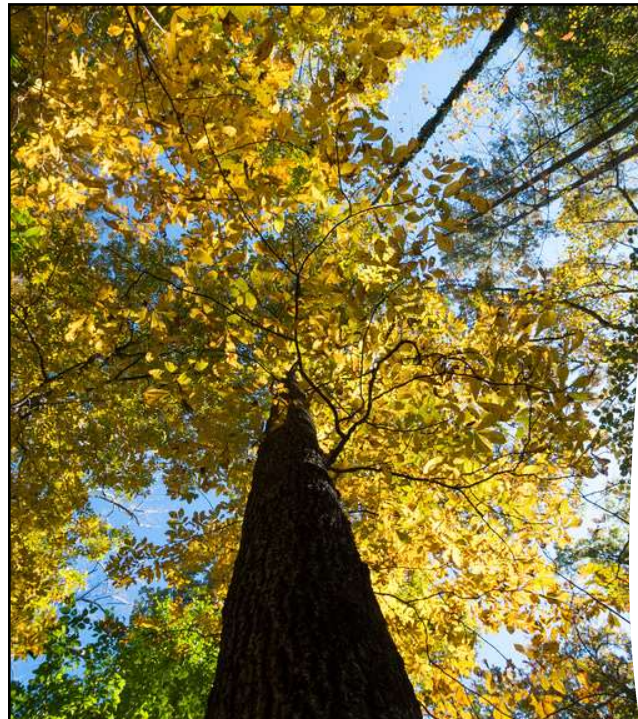
WHEREAS, a commitment to becoming a Biophilic City will support Charlottesville's environmental sustainability and community health and wellness goals;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia that we support the principles of the Biophilic Cities Network and commit to collaborating with other participating municipalities, institutions, and organizations to support urban biodiversity and create opportunities for all Charlottesville residents to connect with nature.

BE IT FURTHER RESOLVED that City staff are hereby authorized to submit an application for Charlottesville to join the Biophilic Cities Network.



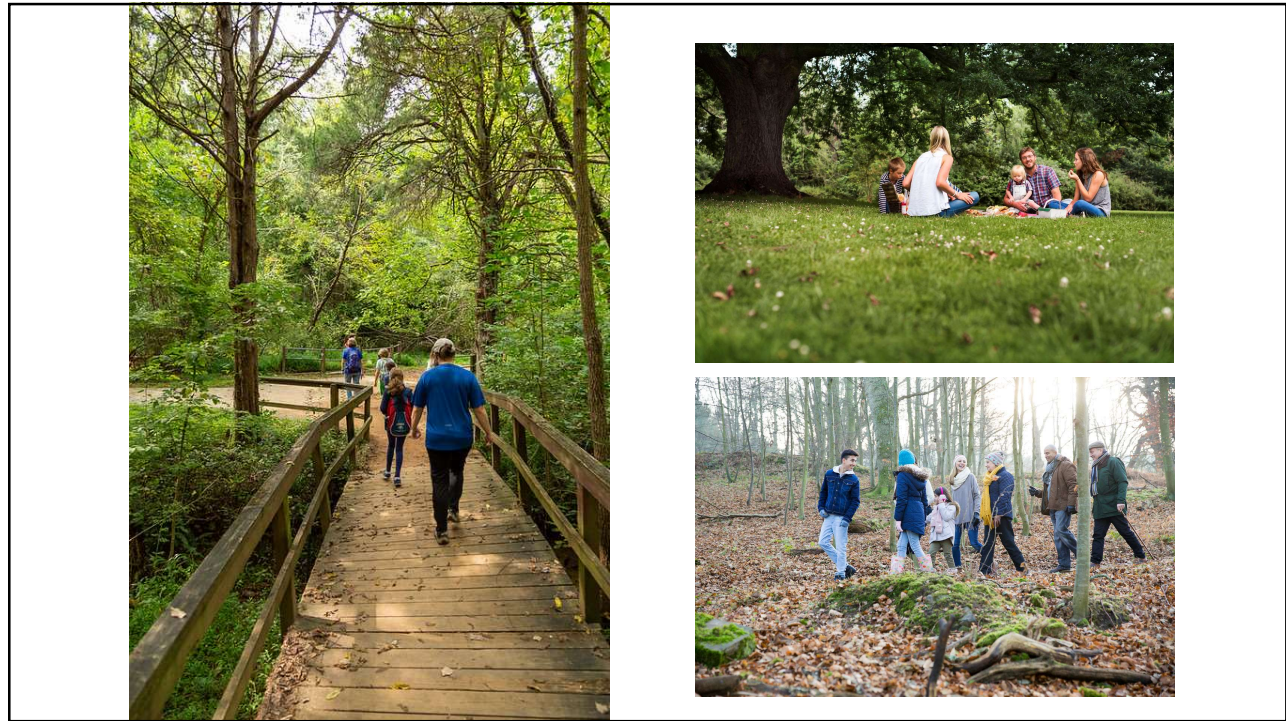
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Biophilia: "...the innately emotional affiliation of human beings to other living organisms. Innate means hereditary and hence part of human nature."

—E.O. Wilson

2



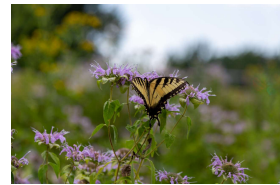
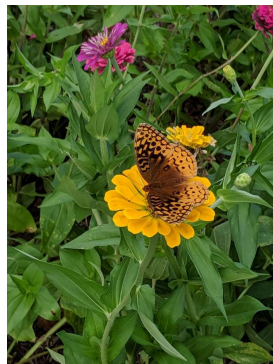
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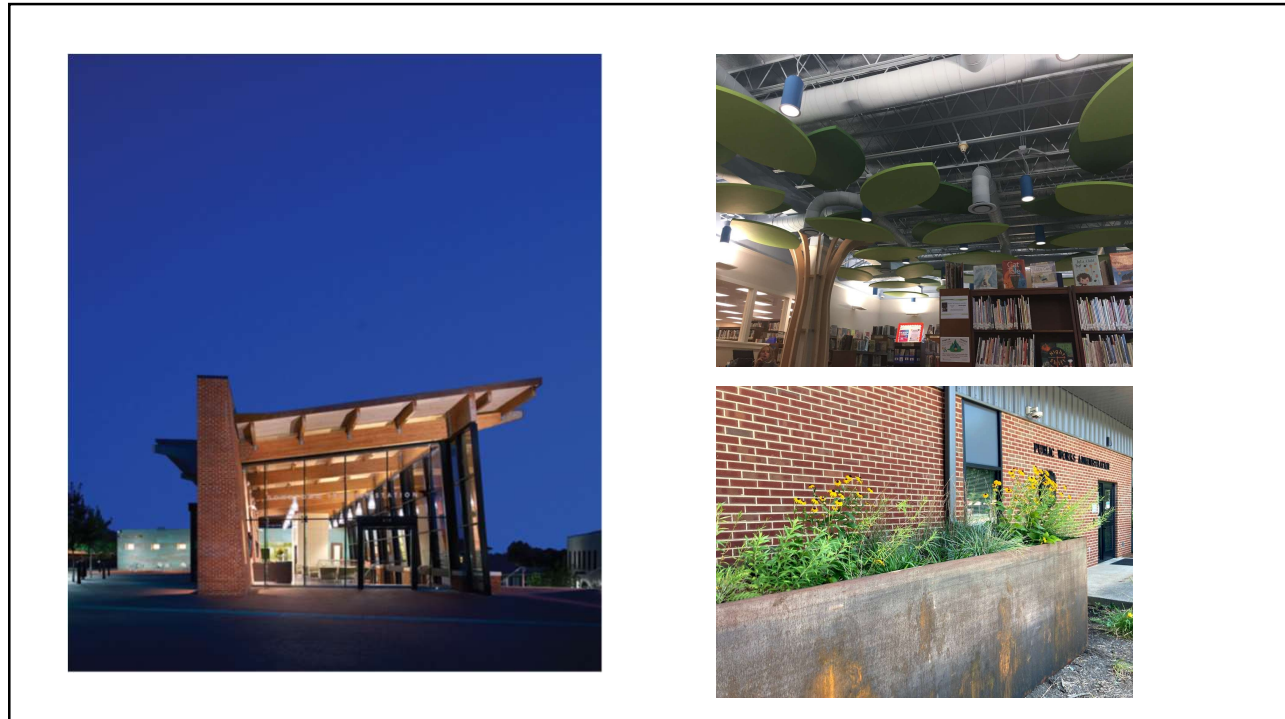
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**City Comprehensive Plan
Priority Area**

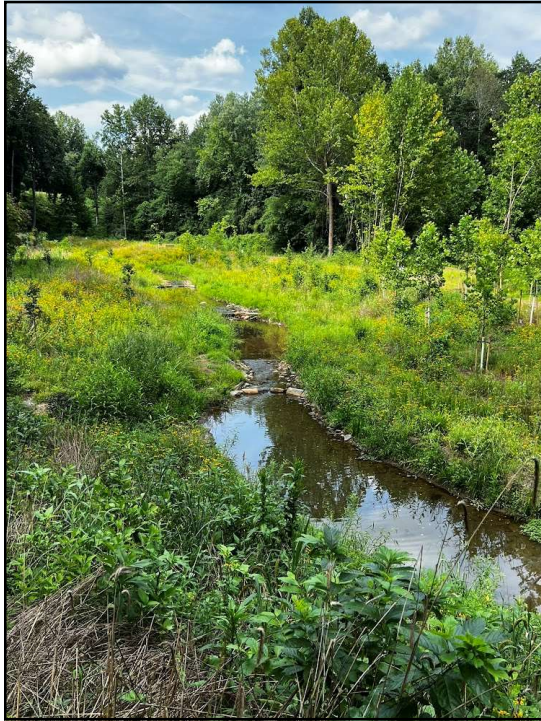
“Keep Charlottesville green, make it greener, and protect the natural environment and the many benefits it provides.”

**Chapter 7
(Environment, Climate, and Food Equity)
Community Vision Statement**

“Charlottesville will be an environmental leader, with healthy air, water, and ecosystems, as well as ample, high-quality, and accessible open space and natural areas, and a preserved and enhanced tree canopy. The Rivanna River and other waterbodies will be celebrated and protected, and environmentally-sound community access will be enhanced”.

Photo credit: Paul Josey

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Charlottesville & Biophilia

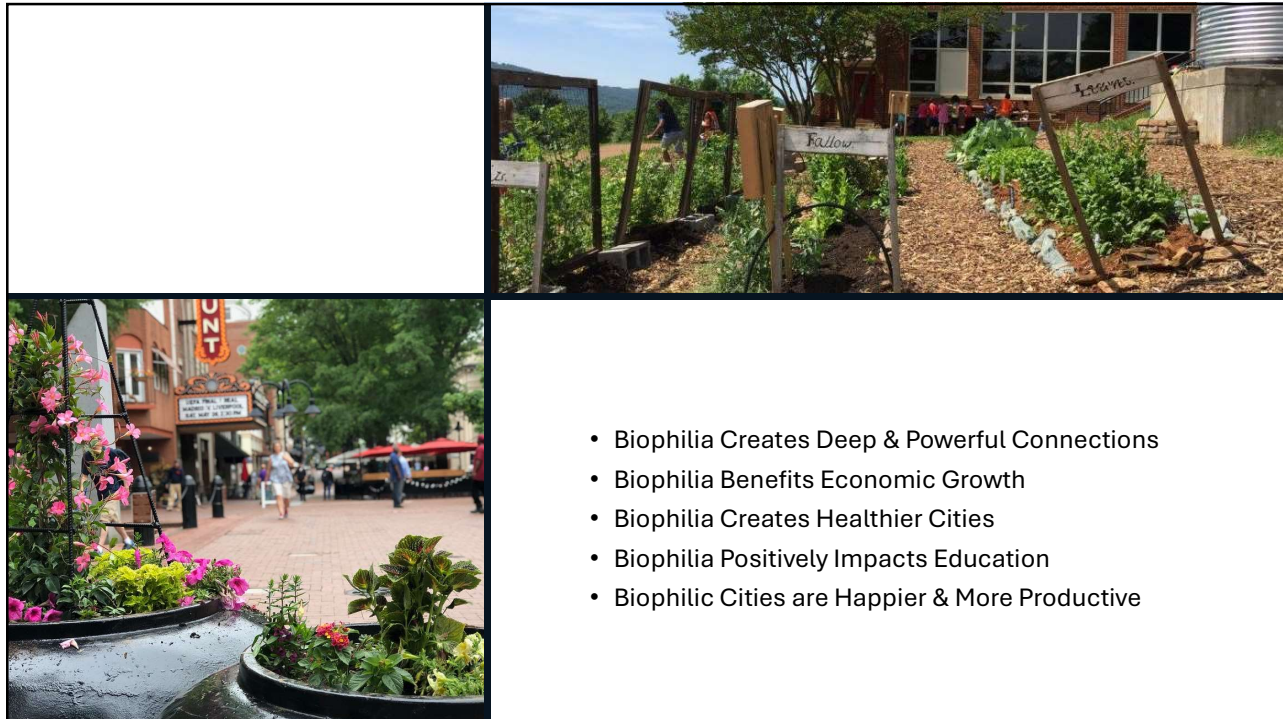
- Commitment to a healthy and robust urban forest as well as its network of water resources
- Appreciation for native species and diversity
- Understanding of the role of nature in addressing and responding to the climate crisis
- Nature elements are found in 2,300 acres of parks, school grounds, natural areas, landscape beds, medians/rights of way and urban plazas/streetscapes
- Integration of biophilic design in various public projects
- Bike/pedestrian trail network
- Community gardens and urban farms
- Numerous community-based organizations involved in environmental conservation, restoration, education, engagement, stewardship, inspiration, sustainability, human and environmental well-being, and more.

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- Partners with a global network of cities, scholars, and advocates to build an understanding of the **value and contribution of nature in cities to the lives of urban residents.**
- Facilitates this global network of partner cities working collectively to pursue the vision of a **natureful city** within their unique and diverse environments and cultures.
- Network partners are working in concert to **conserve and celebrate nature in all its forms** and the many important ways in which cities and their **inhabitants benefit from the biodiversity and wild urban spaces** present in cities.
- Acknowledges the **importance of daily contact with nature as an element of a meaningful urban life**, as well as the **ethical responsibility** that cities have to **conserve global nature as shared habitat** for non-human life and people.

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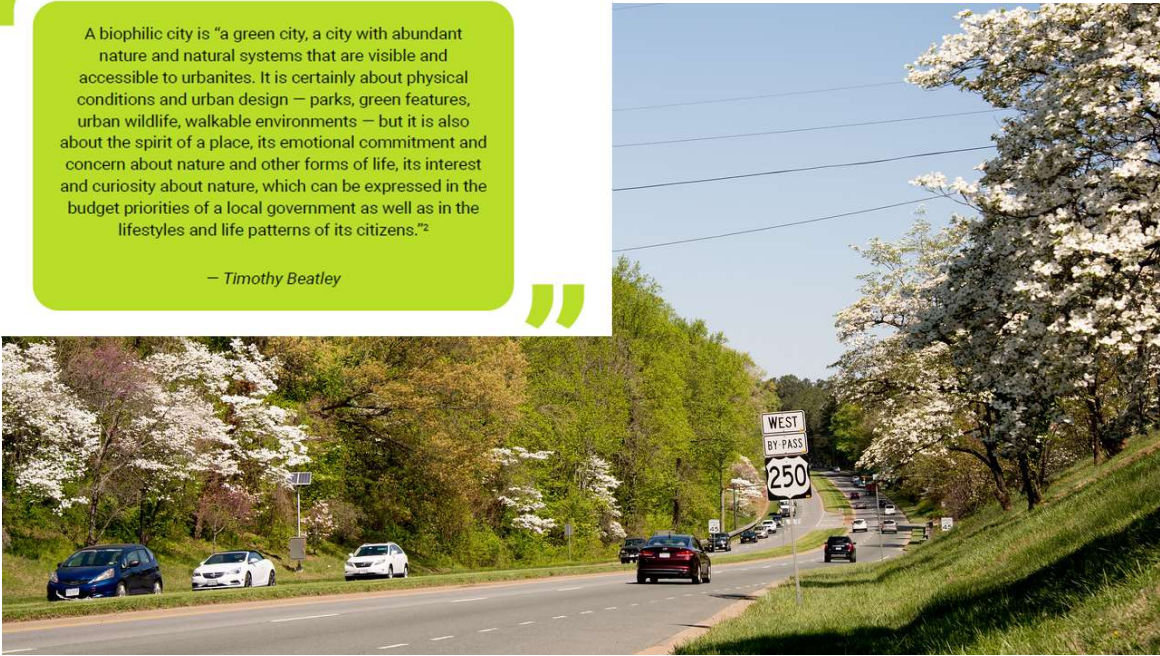


- Biophilia Creates Deep & Powerful Connections
- Biophilia Benefits Economic Growth
- Biophilia Creates Healthier Cities
- Biophilia Positively Impacts Education
- Biophilic Cities are Happier & More Productive

11

“ A biophilic city is “a green city, a city with abundant nature and natural systems that are visible and accessible to urbanites. It is certainly about physical conditions and urban design — parks, green features, urban wildlife, walkable environments — but it is also about the spirit of a place, its emotional commitment and concern about nature and other forms of life, its interest and curiosity about nature, which can be expressed in the budget priorities of a local government as well as in the lifestyles and life patterns of its citizens.”²

— Timothy Beatley ”



12

Partner Cities (United States)

Arlington, VA

Kansas City, MS

Miami-Dade County, FL

Norfolk, VA

Pittsburgh, PA

Raleigh, NC

Richmond, VA

St. Louis, MO

Austin, TX

Los Angeles, CA

Milwaukee, WI

Phoenix, AZ

Portland, OR

Reston, VA

San Francisco, CA

Washington, DC

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14

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



Agenda Date: April 21, 2025

Action Required: Informational purposes only.

Presenter:

Staff Contacts: Katie Lockhart, Deputy Director of Parks
Riaan Anthony, Director of Parks & Recreation
Robert Mathes, Management Specialist II Landscape

Title: **2024 Integrated Pest Management Report**

Background

This written report is a summary of the activities of the City of Charlottesville, Virginia's (City"), landscape Integrated Pest Management ("IPM") Program (adopted by City Council in 2015) performed in calendar year 2024, as well as goals for calendar year 2025.

Discussion

Alignment with City Council's Vision and Strategic Plan

Recreation, Arts, Culture

Community Engagement

Budgetary Impact

Recommendation

Receive report as information.

Alternatives

Attachments

1. 2024 IPM report FINAL COPY 2v2



Charlottesville Parks and Recreation Department

Integrated Pest Management Report: 2024

IPM Committee

Rob Mathes -- Landscape Manager (IPM Coordinator)

Randy Dean -- Parks & Rec. Maintenance Specialist III (IPM Program Manager)

Riaan Anthony -- Parks & Recreation Director

Katie Lockhart -- Deputy Director of Parks

Kristel Riddervold -- Office of Sustainability Director

MaKshya Tolbert --Tree Commission

Mark Dennison -- Parks and Recreation Advisory Board

Introduction

Integrated Pest Management (IPM) is a methodology that establishes an effective and environmentally sensitive response to pests (insects, weeds, diseases, other vertebrates) that damage trees, shrubs, and turfgrass. IPM establishes a sustainable approach to managing pests by combining biological, cultural, physical, and if necessary, chemical tools in a way that minimizes health and environmental risks. This report is a summary of the activities of the City of Charlottesville's landscape Integrated Pest Management (IPM) program adopted by City Council in 2015.

"Integrated Pest Management (IPM) is a strategy used to manage pests in the landscape by using economically and environmentally sustainable practices ... The goal of IPM is not necessarily to eradicate or eliminate pests, but to strengthen and stabilize the landscape so that conditions are favorable for plants but unfavorable for pests."

<https://landscapeipm.tamu.edu/> (Texas A&M Extension)

An IPM approach to landscape management involves many different methods to ensure the success of landscape plants, but they all begin with inspections and assessments. By monitoring plants over time, and noting any changes, our landscape professionals can make the correct diagnosis of the problem. Maintaining proper soil fertility, soil moisture (irrigation), mulching, mowing, monitoring, and choosing native vegetation are all strategies that help ensure plant health. These are the strategies that Charlottesville Parks & Recreation incorporates into the management of City landscapes, which include over 1,000 acres of grass, flower beds, urban woodlands, and street trees. An effective IPM program requires analysis, planning, and revision. Changes can be made depending on the weather, pest pressure, or other factors. The following summary of activities and initiatives from January – December 2024 will help highlight some of these strategies in detail.

Summary of Initiatives in 2024

Staff Training and Continuing Education:

Charlottesville Parks division is committed to ongoing training and education, and in 2024, 5 employees completed re-certification classes for their Registered Technician's license, and 1 employee re-certified as a Commercial Applicator. We also had 2 employees attain their certification as a Registered Technician through the Virginia Department of Agriculture and Consumer Services (VDACS). This requires 20 hours of on-the-job training, as well as 20 hours of studying the Virginia Core Manual, "Applying Pesticides Correctly." This training includes practical and legal requirements, as well as training on the theory and practice of Integrated Pest Management principles.

Staff training and educational events also present important continuing education opportunities. In March, 6 staff members of the horticulture crew attended the Shenandoah Valley Plant Symposium, an all-day seminar geared towards educating landscape professionals. Staff attended lectures given by industry professionals on such topics as "The Big Picture: Regenerating Life, Landscapes, Climate and Living Soils," and "Specialist Bees," which focused on the important role of pollinators. Also, in February, the Landscape Manager attended the Piedmont Landscape Association annual seminar in Charlottesville. This was an opportunity to attend lectures and earn continuing education credits for the International Society of Arboriculture.

Native Plant Installations

It is well known that native plants are the best choice for installing in landscapes, and they provide many benefits to wildlife. Native plants support local ecosystems by providing wildlife food and shelter, conserving water through drought tolerance, preventing soil erosion with deep root systems, and attracting pollinators like bees and butterflies.

By installing and promoting native trees and plants, we can encourage natural resistance and insect predation, thereby reducing the need to apply chemicals. In 2024, Parks & Recreation completed the following native plant installations:

- As part of the Urban Forestry unit, 179 native trees (2” diameter) were planted from December 2023 – January 2024. There were also hundreds of native seedlings (small, bare root trees) planted as part of the invasive plant restoration (see Table 1 for details)
- In May, the horticulture crew renovated an elevated garden bed located on the Downtown Mall, installing, and replacing dozens of plants with native alternatives^^. This installation was well received by the community, and we hope to add to this garden bed as the budget allows. The site, a raised bed known to have poor drainage, posed challenges, but staff incorporated plants that thrive in shady, wet sites.
^^Video of the project: <https://www.instagram.com/cvilleparksandrec/reel/C6g51qbOOXL/>
- In October, a new pollinator garden was installed across from the existing garden located at the Butterfly Greenway. The new garden doubled the total size of the pollinator garden and was re-seeded with native grasses, wildflowers, and forbs, which should reach maturity in 2-3 years. The existing garden was also renovated and re-seeded. Located on either side of the Butterfly Greenway trail, these gardens will serve as a host and feeding site for wildlife as well as an educational and demonstration areas for the public.

Invasive Plant Control:

Parks staff and contractors continued work on suppressing and controlling invasive plants, including many different vines, shrubs, and trees. Several different methods of pest control were utilized, including mechanical, cultural, and chemical. The initial areas of focus in 2023 were Washington Park, Forest Hills Park, Azalea Park, and City-owned land located west of Jordan Park, totally approximately 11 acres. In 2024, this work continued in other areas of the City (nearly 20 acres) and are listed in Table 1. These areas, once cleared of the invasive plants, are then re-planted with either native trees or grasses – sometimes both. Utilizing groundcover and grasses are an example of cultural control for pests, because the dense grass cover helps reduce competition from weeds and unwanted plants. Work sessions involving volunteer and student groups also involved hand cutting and removal of vines.

Also, a new community-based invasive plant work group, Charlottesville Invasive Plant Partnership (CHIPP), launched in 2024. The City’s Urban Forester and the Office of Sustainability were involved in this partnership with area non-profits to help educate the public on invasive plants and provide resources to encourage them to remove invasive plants on private property. CHIPP’s aim is to seek partnerships with community organizations for the mobilization of community-driven efforts for the treatment of invasive vines, with the long-term goal to protect and improve tree canopy.

Invasive Plant Projects 2024

Property/Park	# Acres	Treatment	# Seedling/Saplings Projected for Planting
Free Bridge	1.8	Forestry mulcher	210 native tree saplings
Quarry Park – Rivanna Trail	1.7	Forestry mulcher	400 native tree saplings
John Warner Parkway	2.5	Forestry mulcher	Re-seeded with groundcover
Oakwood Cemetery	.75	Forestry Mulcher; Hand cutting	Re-seeded with groundcover
Agnese/Park Street	3.9	Hand cutting and herbicide Applications	None (wooded area)
Butterfly Greenway area	12	Forestry mulcher & hand cutting	Tree saplings planned for 2025

Table 1. List of invasive plant control sites in 2024.



Invasive plant removal near Oakwood Cemetery. (May 2024)



Education and work session with school group (February 2024)

Downtown Mall Trees

The trees on the downtown mall remain a key part of the landscape and character of the mall and the City. In January 2024, the oaks were pruned to remove dead, diseased, and/or broken branches, and 1 oak was removed. As part of the data gathering for a detailed tree management plan for the trees on the Downtown Mall, specialists from Wolf-Josey Landscape Architects and Pitchford Associates Arboriculture performed high level testing on the trees. They gathered samples to assess soil fertility, inspected each tree for health and safety issues, and performed a safety analysis on several trees. Their plan, finalized in November 2024 (“Charlottesville Downtown Mall Tree Management Plan” ^), offers detail into site conditions and species selection for the next generation of trees on the mall. One of their key recommendations is to increase the species diversity on the mall and moving away from the monoculture of willow oaks. By selecting the right tree for the right site, and properly assessing site conditions, we can help ensure that the trees planted there are successful and healthy.

^ Downtown Mall Tree Management Plan: <https://www.charlottesville.gov/1864/Downtown-Mall-Tree-Management-Plan>

Emerald Ash Borer

In 2021 and 2022, researchers from the USDA Animal and Plant Health Inspection Service released beneficial wasps at the Heyward Community Forest. These insects can parasitize the eggs of emerald ash borers, which is a well-known destructive pest to ash trees. In October of 2024, they returned to gather samples from trees to evaluate the efficacy, and we are still waiting for the results. The results from sampling done in 2023 were inconclusive, but we will continue to partner with organizations like the USDA to utilize City resources to help explore biological solutions for pests like the emerald ash borer. As the ash trees continue to die off, we should expect that the only ash trees to survive are those that continue to be treated against the insect. To help protect prominent City-owned trees, Parks oversaw the injection of 34 ash trees throughout the City to suppress the beetle larvae.

Nutrient Management Plan

Parks division received confirmation from the Virginia Department of Conservation and Recreation that the Nutrient Management Plan we had written in late fall 2023 was officially accepted on March 1, 2024 (it expires January 1, 2027.) A nutrient management plan, written by a certified nutrient planner, is required in Virginia for publicly owned land that

is part of a Municipal Separate Storm Sewer System (MS4). The plan involves extensive soil testing for the sites (athletic fields, school fields, parks) and it develops recommendations for precise nutrient applications. This help reduce over-application of nutrients which can have negative impacts on water quality, both locally and in other downstream waterways, including the Chesapeake Bay.

Pesticide Application Records

In accordance with State laws and the City's IPM policy, pesticide records were kept for each application made by Parks staff.

Pest Scouting, Monitoring, and Identification:

Key components of IPM are the inspections of plant material and the proper identification of pests. By properly identifying the pest, landscape staff can take the appropriate actions. As an example, in the summer of 2024, Parks staff received a report of swarming wasps at a City elementary school. School staff were requesting that the wasps, which were hovering low to the ground near the playground, be treated with an insecticide. Upon close inspection, however, we determined that the insects were blue-winged wasps, which are a beneficial insect (they feed on Japanese beetle grubs), and not harmful to people. Staff informed the school of this, and no treatment action was made. This is just one example of a situation that happens throughout the growing season.

Deer Management

In 2017 Charlottesville City Council passed a resolution to implement a program to manage the deer population within the City of Charlottesville. City Council approved the program in response to complaints about hazardous driving conditions, health concerns stemming from Lyme disease, landscapes being impacted by an overabundant deer population, and the health of the local herd. Deer culling is performed by a contracted service, in cooperation with the contract administrator from Parks and Rec, Charlottesville Police Department, and the Virginia Department of Wildlife Resources. In 2024, a total of 57 deer were harvested and processed, which yielded 1,575 pounds of venison donated to a local food bank.

Urban Forest Management Plan

In late 2024, the City finalized a contract to have Eocene Environmental Group create a new urban forest management plan. This will be a comprehensive assessment of the urban forest and will survey the health of the forest through a canopy assessment as well as an on-the-ground data collection. This plan will document the condition and the quality of the urban forest and will be a useful tool in the future for making tree planting decisions, tree pruning and removal plans, and invasive plant removal planning. The work is getting underway in January of 2025, and is expected to be completed in the fall of 2026.

Summary

The Parks and Recreation Department strives to be proactive rather than reactive in the implementation of IPM methods. This report demonstrates that the City's commitment to maintain healthy, attractive, and productive landscapes is done in an environmentally responsible manner. We look forward to improving our program each year through education, collaboration, and training. The City will continue to cooperate with other organizations in the area, such as Charlottesville Area Tree Stewards (C.A.T.S.), the Virginia Cooperative Extension, USDA, & Tree Commission and are open to further collaboration. Other objectives and plans for 2025 are listed in the section below.

Objectives and Plans for 2025

- Maintain a well-educated, trained, and informed staff (e.g. professional development, continuing education). Goal for 2025: have more staff members achieve “Commercial Pesticide Applicator” license.
- Watering, mulching, and practicing “right plant, right place.” The best defense against pests is keeping our plants healthy.
- Continue to utilize a variety of methods for invasive plant control (e.g., goats, community-based approach).
- Converting more annual flower beds to perennial beds. This will help reduce the amount of watering needed and it also presents an opportunity to introduce more native plants. An important side benefit of this is that less hand watering also reduces the staff exposure in high automobile traffic areas.
- Other insects or diseases to look out for:
 - Beech leaf disease: This is disease, found mostly in the northeast U.S, is a complex of a disease and nematode (microscopic worm) that begins by infecting beech leaves, which slowly progresses into leaf mortality. It is still not widely known what the potential effects of this disease are.
 - Boxwood: box tree moth, boxwood blight.

2024 Photo Gallery:



Butterfly Greenway pollinator garden installation (October 2024)



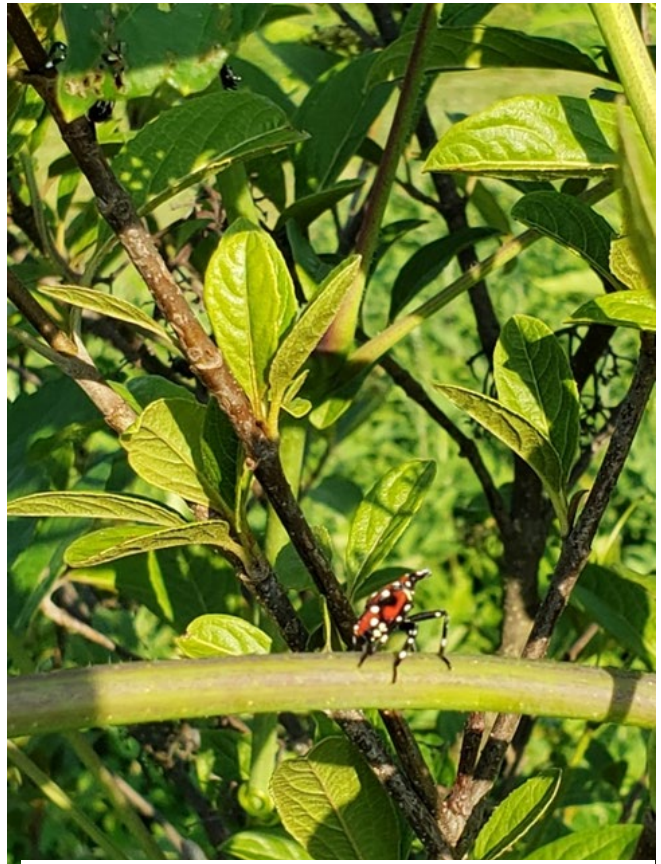
Native plant installation downtown (May 2024)



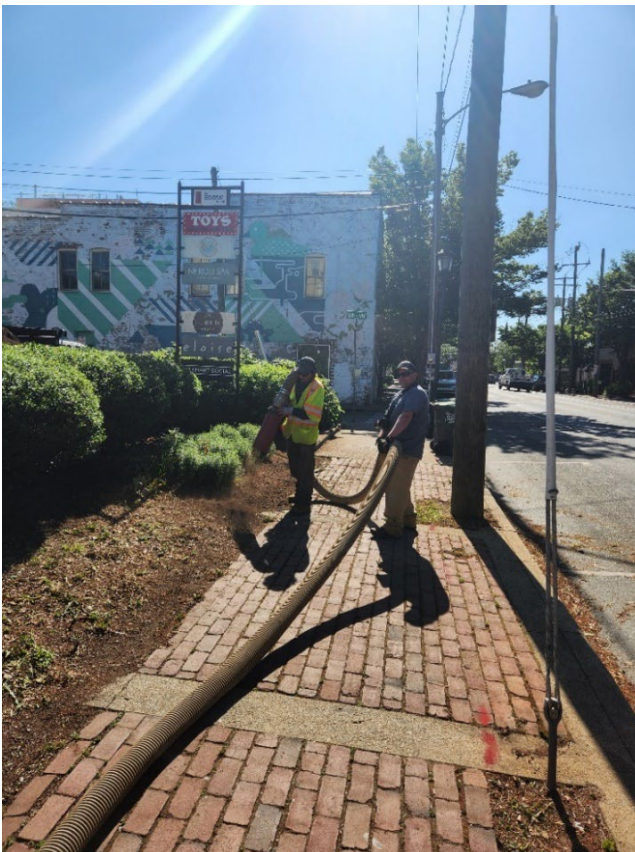
Soil sampling on the Downtown Mall



Specialized testing to assess tree health



Spotted lanternfly nymph. Sent in by C.A.T.S.



Applying mulch to help suppress weeds



Bagworms at Jenkins Park: removed by hand

PESTICIDE RECORDS 2024														CHOOSE ONE									
Date (mm/dd/yy)	Time (total staff hours)	Applicator Name	License #	General Location Type	Detailed Location (for "multiple locations," put details in notes)	Product Trade Name	Active Ingredient	Epa Reg. #	Signal Word	Product Type	Application equipment	Mix Rate	Unit 1	per gallon	Total amount of mix applied	Unit 2	Total volume of concent rate applied	Unit	Area (sq ft.) treated	# of plants treated	Area (acres) treated	Pests Treated	Treatment Notes
03/12/24	3.0	Randy Dean	106161G	ROW	250 Bypass	Prodiamine 4L	Prodiamine	53883-379	Caution	herbicide	Hydraulic sprayer	1.00	oz.	gallon	80	gal.	80	oz.	80,000		1.837	Broadleaf weeds/grasses	Long st. liriope medians, Linear beds
03/13/24	8.0	Randy Dean	106161G	ROW	250 Bypass	Prodiamine 4L	Prodiamine	53883-379	Caution	herbicide	Hydraulic sprayer	1.00	oz.	gallon	180	gal.	180	oz.	180,000		4.132	Broadleaf weeds/grasses	Linear beds along 250, located west of the fire station
03/14/24	2.0	Randy Dean	106161G	ROW	DT Mall	Prodiamine 4L	Prodiamine	53883-379	Caution	herbicide	Hydraulic sprayer	1.00	oz.	gallon	62	gal.	62	oz.	60,000		1.377	Broadleaf weeds/grasses	Omni Beds
03/18/24	8.0	Randy Dean	106161G	ROW	250 Bypass	Prodiamine 4L	Prodiamine	53883-379	Caution	herbicide	Hydraulic sprayer	1.00	oz.	gallon	150	gal.	150	oz.	150,000		3.444	Broadleaf weeds/grasses	Park St. Ramps, 5th st. euonymus banks
03/19/24	8.0	Randy Dean	106161G	ROW	Other (see notes)	Prodiamine 4L	Prodiamine	53883-379	Caution	herbicide	Hydraulic sprayer	1.00	oz.	gallon	200	gal.	200	oz.	200,000		4.591	Broadleaf weeds/grasses	Jefferson bank, Preston ave. shrub banks, Beck's hill island, Estes parking lot, greenway banks @rescue, McGuffey park banks
03/26/24	10.0	William Atwell	101629G	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	2.00	oz.	gallon	39	gal.	78	oz.	3500		0.080	broadleaf weeds	Meade Park, Rives Park, Quarry Park, Pen Park
04/09/24	6.0	William Atwell	101629G	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	4.00	oz.	gallon	27	gal.	108	oz.	3000		0.069	broadleaf weeds	Washington Park, Emmet Street, McIntire Park, John Warner Parkway, 250 Bypass Guardrail (skatepark)
04/10/24	1.5	Keith Cecchinelli	167723T	Park	Azalea	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1.5	gal.	3	oz.	1500		0.034	weeds	All landscaped areas
04/11/24	2.5	Randy Dean	106161G	ROW	5th Street	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2.5	gal.	5	oz.	2500		0.057	weeds	Landscaped area at corner of 5th and Harris St
04/12/24	0.3	Keith Cecchinelli	167723T	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	0.25	gal.	0.5	oz.	250		0.006	weeds	Landscaped areas and sidewalk/curbs of Frye Springs raingarden on Old Lynchburg Road
04/15/24	0.3	Keith Cecchinelli	167723T	ROW	5th Street	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	0.25	gal.	0.5	oz.	250		0.006	Weeds	5th and Harris bed
04/16/24	6.0	William Atwell	101629G	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	4.00	oz.	gallon	30	gal.	120	oz.	4000		0.092	broadleaf weeds	5th st., East Water st.,
04/16/24	2.0	Keith Cecchinelli	167723T	ROW	5th Street	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	Weeds	5th St Euonymus banks
04/17/24	0.5	Keith Cecchinelli	167723T	Buildings	Crow Recreation Center	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	0.5	gal.	1	oz.	500		0.011	Weeds	Crow Pool parking, sidewalks, landscaping
04/18/24	13.0	William Atwell	101629G	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	4.00	oz.	gallon	45	gal.	180	oz.	6000		0.138	broadleaf weeds	McGuffey Park, Tonsler Park, Forest Hills Park, Azalea Park, Jenkins Park
04/18/24	1.0	Keith Cecchinelli	167723T	Park	Tonsler	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	500		0.011	Weeds	All landscaped areas
04/19/24	3.0	Randy Dean	106161G	Buildings	Smith Aquatic	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	Weeds	Onestry pool landscaped areas
04/22/24	8.5	Randy Dean	106161G	Park	Washington	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	8.5	gal.	17	oz.	8500		0.195	Weeds	All landscaped areas and steps
04/26/24	2.0	Keith Cecchinelli	167723T	Park	Jenkins	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	Weeds	Sidewalks and all landscaped areas
04/26/24	1.0	Keith Cecchinelli	167723T	Park	Belmont	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	Weeds	All landscaped areas
04/29/24	3.0	Randy Dean	106161G	Park	Rives	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	Weeds	All landscaped areas
04/30/24	10.0	Kathleen Guevara	163519T	ROW	Meadowcreek Parkway	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	14	gal.	28	oz.	14000		0.321	weeds, invasives	roadside, beds in front of Rescue Squad, Schenks Greenway additional applicator: Randy Dean
05/20/24	6.0	Ben Schiner	168952T	School	CHS	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	18	gal.	36	oz.	18000		0.413	weeds	Ball field fences
05/21/24	3.0	Keith Cecchinelli	167723T	Park	McGuffey	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	All landscaped areas
05/21/24	3.0	Theo Teichman	168825 T	ROW	250 Bypass	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	All landscaped areas
05/21/24	2.0	Keith Cecchinelli	167723T	Park	Forest Hills	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	weeds	All landscaped areas
05/21/24	1.5	Keith Cecchinelli	167723T	Park	Tonsler	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1.5	gal.	3	oz.	1500		0.034	Weeds	Sidewalks and all landscaped areas
05/22/24	2.0	Randy Dean	106161G	Park	Court Square	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	weeds	Sidewalks and all landscaped areas
05/22/24	2.0	Keith Cecchinelli	167723T	Park	Market St.	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	weeds	Sidewalks and all landscaped areas
05/22/24	0.5	Randy Dean	106161G	Park	Starr Hill	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	0.5	gal.	0.5	oz.	250		0.006	weeds	All landscaped areas
05/23/24	0.5	Keith Cecchinelli	167723T	Park	Riverview	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	0.5	gal.	1	oz.	500		0.011	weeds	playground
05/28/24	3.5	Randy Dean	106161G	Park	McIntire Park West	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	7	gal.	14	oz.	7000		0.161	weeds	parking lot cracks, sidewalks, and landscaped areas
05/28/24	1.0	Randy Dean	106161G	Park	Washington	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds	parking lot cracks
05/29/24	2.0	Randy Dean	106161G	Buildings	Jefferson Center	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	2.5	gal.	5	oz.	2500		0.057	weeds	bottom of back bank close to windows
05/29/24	2.0	Keith Cecchinelli	167723T	Buildings	Jefferson Center	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	4.5	gal.	9	oz.	4500		0.103	weeds	Sidewalks and all landscaped areas
05/30/24	1.0	Keith Cecchinelli	167723T	Buildings	City Hall	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds	parking lot cracks, sidewalks and curbs
05/30/24	2.0	Kathleen Guevara	163519T	Buildings	City Hall	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	weeds	All landscaped areas
05/30/24	2.0	Randy Dean	106161G	Buildings	City Hall	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	2	gal.	1.8	gram	2000		0.046	yellow nutsedge	All landscaped areas
06/03/24	8.0	Randy Dean	106161G	Park	Greenleaf	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	6	gal.	12	oz.	6000		0.138	weeds	All playgrounds- Greenleaf, Washington, Rives, Meade, Belmont
06/03/24	3.0	Theo Teichman	168825 T	ROW	Preston Ave	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	3.00	oz.	gallon	3	gal.	9	oz.	3000		0.069	weeds	shrub banks, sidewalks
06/03/24	3.0	Randy Dean	106161G	Park	Tonsler	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	2.5	gal.	2.25	gram	2250		0.052	yellow nutsedge	
06/03/24	3.0	Randy Dean	106161G	Park	Greenleaf	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	2.5	gal.	2.25	gram	2500		0.057	yellow nutsedge	All playgrounds- Greenleaf, Washington, Rives, Meade, Belmont
06/04/24	6.0	Theo Teichman	168825 T	ROW	McIntire Road/Ridge Street	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	3.00	oz.	gallon	6	gal.	18	oz.	6000		0.138	weeds	All landscaped areas at Schenks greenway

06/04/24	8.0	Randy Dean	106161G	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	Tonsler, Azalea, Belmont
06/04/24	6.0	Randy Dean	106161G	Park	Multiple locations	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	2	gal.	1.8	gram	2000		0.046	yellow nutsedge	Tonsler, Azalea, Belmont
06/04/24	6.0	Randy Dean	106161G	Park	Multiple locations	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	2	gal.	1.8	gram	2000		0.046	yellow nutsedge	Tonsler, Azalea, Belmont
06/04/24	2.0	Randy Dean	106161G	ROW	Preston Ave	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	0.5	gal.	0.45	gram	500		0.011	yellow nutsedge	schenks, McIntire/Preston, Park st. bumpouts
06/06/24	12.0	William Atwell	101629G	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	2.00	oz.	gallon	56	gal.	168	oz.	7500		0.172	weeds	Tonsler, Forest Hills, Fifeville, , Jenkins, Washington, , Pen Park
06/06/24	1.0	Randy Dean	106161G	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds	CBDG landscaped areas
06/06/24	0.5	Keith Cecchinelli	167723T	ROW	Other (see notes)	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	0.5	gal.	0.45	gram	500		0.011	yellow nutsedge	CBDG landscaped areas
06/10/24	1.0	Kathleen Guevara	163519T	School	Burnley -Moran	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	4000		0.092	weeds	parking lot cracks
06/10/24	10.0	Kathleen Guevara	163519T	School	Burnley -Moran	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	3.00	oz.	gallon	11	gal.	33	oz.	11000		0.253	weeds	walkways, sidewalks, tree rings, beds, additional applicators: Matt Williams, Theo Teichman
06/10/24	1.0	Randy Dean	106161G	ROW	250 Bypass	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	1.5	gal.	1.35	gram	1500		0.034	yellow nutsedge	Park St. ramps
06/11/24	8.0	Ronnie Duty	97506G	School	CHS	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	59	gal.	118	oz.	59000		1.354	weeds	parking lot cracks, sidewalks, and landscaped areas
06/11/24	2.0	Randy Dean	106161G	ROW	250 Bypass	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	park st. ramps
06/11/24	1.0	Randy Dean	106161G	Buildings	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2.5	gal.	5	oz.	2500		0.057	weeds	Parks office/lot 1300 Pen Park Rd. Charlottesville VA 22901
06/12/24	5.0	Randy Dean	106161G	ROW	250 Bypass	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	7	gal.	14	oz.	7000		0.161	weeds	park st. ramps
06/12/24	2.0	Keith Cecchinelli	167723T	Park	Vietnam Memorial	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2.5	gal.	5	oz.	2500		0.057	weeds	All landscaped areas
06/13/24	5.5	William Atwell	101629G	ROW	250 Bypass	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	3.00	oz.	gallon	23	gal.	69	oz.	4500		0.103	weeds	250 bypass guardrails
06/13/24	5.0	Kathleen Guevara	163519T	School	Walker	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	5.5	gal.	11	oz.	5500		0.126	weeds	Sidewalks and all landscaped areas
06/14/24	10.0	William Atwell	101629G	ROW	250 Bypass	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	3.00	oz.	gallon	73	gal.	219	oz.	10000		0.230	weeds	250 bypass guardrails, cracks and curbs
06/14/24	3.0	Kathleen Guevara	163519T	Park	Jenkins	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	all landscaped areas
06/14/24	1.0	Keith Cecchinelli	167723T	School	Lugo-McGinniss	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds	parking lot, fenced areas, all landscaped area
06/14/24	1.0	Ronnie Duty	97506G	School	Clark	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	Poison Ivy	chain link fence along east side of playground
06/14/24	2.0	Randy Dean	106161G	Park	Jenkins	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	2.5	gal.	2.25	gram	2250		0.052	yellow nutsedge	all landscaped areas
06/20/24	6.0	William Atwell	101629G	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	3.00	oz.	gallon	30	gal.	90	oz.	5000		0.115	weeds	250 bypass, John Warner guardrails, Ridge st. medians, Emmet st. guardrails (also used banish #10088-118-68562 at 3 oz. per gallon. 30 gallons
06/20/24	8.0	Randy Dean	106161G	School	Venable	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	5.5	gal.	11	oz.	5500		0.126	weeds	all landscaped areas
06/20/24	2.0	William Atwell	101629G	Park	Pen	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	3.00	oz.	gallon	5	gal.	15	oz.	1000		0.023	weeds	Pen Park (also used Banish #10088-118-68562 @ 3 oz. per gallon. 5 gallons)
06/20/24	2.0	Kathleen Guevara	163519T	School	Venable	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	weeds	beds, playground
06/20/24	1.0	Randy Dean	106161G	School	Venable	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	0.5	gal.	0.45	gram	500		0.011	yellow nutsedge	all landscaped areas
06/21/24	1.0	Kathleen Guevara	163519T	School	Walker	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	1.5	gal.	3	oz.	1500		0.034	weeds	parkinglot and curbs only
06/21/24	1.5	Steve Gaines	163426T	Cemetery	Oakwood	Glyphosate 5.4	Glyphosate 53.8%	81927-8	Caution	herbicide	Backpack	2.60	oz.	gallon	7	gal.	18.7	oz.	21000		0.482	weeds	Vacant Lot - at NW corner of Oakwood Cemetery
06/21/24	1.5	Steve Gaines	163426T	ROW	Other (see notes)	Glyphosate 5.4	Glyphosate 53.8%	81927-8	Caution	herbicide	Backpack	2.60	oz.	gallon	1	gal.	2.6	oz.	21000		0.482	weeds	Northbound lane of Park St. near Melbourne Rd.
06/21/24	1.0	Kathleen Guevara	163519T	School	CHS	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	0.5	gal.	0.45	gram	100		0.002	nutsedge	Sedgehamer: beds, curbs
06/21/24	1.5	Steve Gaines	163426T	Cemetery	Oakwood	Triclopyr 4 Ester	Triclopyr 61.6%	10404-119	Caution	herbicide	Backpack	2.60	oz.	gallon	7	gal.	18.7	oz.	21000		0.482	weeds	Vacant Lot - at northwest corner of Oakwood Cemetery
06/21/24	1.5	Steve Gaines	163426T	ROW	Other (see notes)	Triclopyr 4 Ester	Triclopyr 61.6%	10404-119	Caution	herbicide	Backpack	2.60	oz.	gallon	1	gal.	2.6	oz.	21000		0.482	weeds	Northbound lane of Park St. near Melbourne Rd.
06/25/24	3.5	Kathleen Guevara	163519T	School	Clark	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	7	gal.	14	oz.	14000		0.321	weeds in landscape	Locations: Clark Elementary, additional applicators: Matt Williams
06/25/24	3.0	Theo Teichman	168825 T	School	Johnson	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	weeds	all landscaped areas
06/26/24	2.0	Keith Cecchinelli	167723T	School	Johnson	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	weeds	All hardscaping (sidewalks, curbs)
06/26/24	8.0	Keith Cecchinelli	167723T	School	Johnson	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	6	gal.	12	oz.	6000		0.138	weeds	all landscaped areas
06/27/24	4.0	Keith Cecchinelli	167723T	School	Buford	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	4	gal.	8	oz.	4000		0.092	weeds	all hardscaping (sidewalks, curbs)
06/27/24	3.0	Theo Teichman	168825 T	School	Greenbrier	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	weeds	All hardscaping
06/27/24	4.0	Theo Teichman	168825 T	School	Greenbrier	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	3.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	All landscaped areas
06/28/24	6.0	Randy Dean	106161G	School	Greenbrier	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	8	gal.	16	oz.	8000		0.184	weeds	All landscaped areas and track
07/02/24	2.0	Keith Cecchinelli	167723T	ROW	250 Bypass	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	All hardscaping
07/08/24	2.0	Keith Cecchinelli	167723T	Park	Multiple locations	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	weeds	Forest hills Azalea, Tonsler, Rives, * Frye Springs rain garden
07/08/24	8.0	Randy Dean	106161G	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	7.5	gal.	15	oz.	7500		0.172	weeds	Forest hills, Azalea, Tonsler, Rives, Frye springs raingarden
07/08/24	1.0	Ronnie Duty	97506G	Park	McGuffey	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	Sidewalks and all landscaped areas
07/08/24	2.0	Keith Cecchinelli	167723T	Park	Multiple locations	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	1.75	gal.	1.9	gram	1750		0.040	yellow nutsedge	Forest hills, Azalea, Tonsler, Rives, Frye springs raingarden
07/10/24	1.0	Ben Schiner	168952T	Park	Multiple locations	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	1.5	gal.	3	oz.	1500		0.034	weeds	Hardscapes Jenkins, Quarry, Jordan, Belmont

07/10/24	24.0	Ben Schiner	168952T	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	8	gal.	16	oz.	8000		0.184	weeds	Jenkins, Quarry, Jordan, Belmont
07/10/24	3.0	Randy Dean	106161G	Park	Multiple locations	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	3	gal.	2.7	gram	3000		0.069	Yellow Nutsedge	Jenkins, Quarry, Jordan, Belmont
07/11/24	1.0	Randy Dean	106161G	Park	Greenleaf	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	1	oz.	500		0.011	weeds	sprayed all hardscaping
07/11/24	4.0	Randy Dean	106161G	Park	Greenleaf	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	4.5	gal.	5	oz.	4000		0.092	weeds	Sprayed all landscaped areas, trail
07/16/24	2.0	Keith Cecchinelli	167723T	School	CHS	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds	sprayed all hardscaping
07/16/24	4.0	Kathleen Guevara	163519T	School	CHS	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	3.00	oz.	gallon	25	gal.	75	oz.	25000		0.574	weeds	curbs, parking lots additional applicator: Matt Williams
07/16/24	6.0	Randy Dean	106161G	School	CHS	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	sprayed all landscaped areas
07/17/24	2.0	Randy Dean	106161G	ROW	Other (see notes)	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds	Schenks greenway, Park st. Bumpouts, 5th/Bailey
07/17/24	16.0	Randy Dean	106161G	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	7.5	gal.	15	oz.	7500		0.172	weeds	Park st bumpouts, Schenks greenway, 5th st/Bailey
07/17/24	4.0	Kathleen Guevara	163519T	ROW	McIntire Road/Ridge Street	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	5	gal.	10	oz.	5000		0.115	weeds in landscape	rescue squad beds and parking lot, roadside.
07/17/24	1.0	Kathleen Guevara	163519T	Park	Forest Hills	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	2	gal.	1.8	gram	2000		0.046	nutsedge	Sedgehammer: beds and curbs Additional Applicator: Ben Schiner
07/17/24	4.0	Keith Cecchinelli	167723T	ROW	Other (see notes)	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	1.5	gal.	1.35	gram	1500		0.034	Yellow Nutsedge	Schenks greenway, Park st. Bumpouts, 5th/Bailey
07/18/24	6.0	Keith Cecchinelli	167723T	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	7	gal.	14	oz.	7000		0.161	weeds	Schenks greenway, Park st. Bumpouts, 5th/Bailey
07/23/24	2.0	Randy Dean	106161G	ROW	Other (see notes)	Fusilade II	Fluazifop-P-butyl	100-1084	Danger	herbicide	Backpack	0.60	oz.	gallon	2.5	gal.	1.5	oz.	2500		0.057	bermuda grass/unwanted weeds	park st bumpouts
07/23/24	0.5	Matt Williams	104699T	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds	CBDG
07/23/24	1.5	Randy Dean	106161G	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2.5	gal.	5	oz.	2500		0.057	weeds	park st bumpouts
07/23/24	1.0	Matt Williams	104699T	ROW	Other (see notes)	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	2	gal.	1.8	gram	2000		0.046	Yellow Nutsedge	OAKHURST
07/23/24	0.5	Randy Dean	106161G	ROW	Other (see notes)	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	0.25	gal.	0.225	gram	250		0.006	Yellow Nutsedge	park st bumpouts
07/29/24	1.0	Keith Cecchinelli	167723T	School	CHS	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds	All landscaped areas
07/30/24	0.3	Kathleen Guevara	163519T	School	Johnson	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	0.5	gal.	0.45	gram	500		0.011	nutsedge	landscape beds
08/05/24	4.0	Kathleen Guevara	163519T	School	Jackson-Via	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	4000		0.092	weeds	hardscapes, Jackson Via and Jefferson
08/05/24	4.0	Kathleen Guevara	163519T	School	Jackson-Via	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	5.5	gal.	11	oz.	5500		0.126	weeds	beds, Jackson Via, Jefferson, other applicators: Randy Dean, Ronnie Duty
08/11/24	8.0	Matt Williams	104699T	Park	Forest Hills	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	4	gal.	8	oz.	4000		0.092	weeds	Forest hills park landscape beds and Pen Park tennis courts
08/13/24	12.0	Ronnie Duty	97506G	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	2.00	oz.	gallon	35	gal.	70	oz.	35000		0.803	WEEDS	washington park, forrest hills park, Preston ave/shrub banks / Matt, Ronnie
08/13/24	0.5	Ben Schiner	168952T	Buildings	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	WEEDS	GREENHOUSE LOT at 1300 Pen Park Rd. Charlottesville VA
08/14/24	12.0	Matt Williams	104699T	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	45	gal.	90	oz.	45000		1.033	weeds	Azalea, McIntire, Tonsler, Pen park...Ronnie/Matt
08/14/24	10.0	Kathleen Guevara	163519T	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	5	gal.	10	oz.	5000		0.115	weeds	Mguffey Park, McIntire Park / Kathleen, Ben Keith
08/14/24	5.0	Ben Schiner	168952T	Park	Multiple locations	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	2.5	gal.	2.7	gram	2500		0.057	Yellow Nutsedge	Mguffey Park, McIntire Park / Kathleen, Ben Keith
08/15/24	2.0	Matt Williams	104699T	Buildings	Multiple Locations	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	1.5	gal.	3	oz.	1500		0.034	weeds	all hardscape area
08/15/24	7.0	Matt Williams	104699T	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	5	gal.	10	oz.	5000		0.115	weeds	Smith Pool, Star hill- all landscaped areas / Keith, Kathleen, Ben, Matt
08/15/24	3.0	Keith Cecchinelli	167723T	Buildings	Multiple Locations	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	1	gal.	0.9	gram	1000		0.023	Yellow Nutsedge	Smith Pool, Star hill- all landscaped areas / Keith, Kathleen, Ben, Matt
08/21/24	6.0	Kathleen Guevara	163519T	Buildings	Multiple Locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	City Hall, Annex, Transit, McGuffey arr center
08/21/24	8.0	Kathleen Guevara	163519T	Buildings	Multiple Locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	areas treated City Hall, Anex, Transit, McGuffey Art Center additional applicators Ben Schiner, Keith, Carolyn
08/26/24	0.3	Matt Williams	104699T	Buildings	Smith Aquatic	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds	ac unit
08/26/24	6.0	Randy Dean	106161G	ROW	5th Street	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	4	gal.	8	oz.	4000		0.092	weeds	5th/Harris, 5th/Bailey, 5th/Ridge, Euonymus banks, 5th sign bed- Keith, Randy, Matt
08/26/24	0.5	Randy Dean	106161G	ROW	5th Street	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	0.5	gal.	0.45	gram	500		0.011	Yellow Nutsedge	5th/Harris, 5th/Bailey, 5th/Ridge, Euonymus banks, 5th sign bed- Keith, Randy, Matt
08/27/24	1.0	Ronnie Duty	97506G	Park	Multiple locations	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	1.5	gal.	3	oz.	1500		0.034	weeds	Hardscaping at Belmont park and Spring/Cherry
08/27/24	6.0	Keith Cecchinelli	167723T	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	7	gal.	14	oz.	7000		0.161	weeds	Court Sq, Jenkins, Belmont
08/27/24	1.5	Randy Dean	106161G	Park	Multiple locations	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	1.5	gal.	1.35	gram	1500		0.034	Yellow Nutsedge	Court Sq, Jenkins, Belmont
08/28/24	2.0	Keith Cecchinelli	167723T	Park	Multiple locations	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds	Hardscapes at Rives, Meade and Venable school
08/28/24	2.0	Matt Williams	104699T	School	Venable	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	0.5	gal.	0.45	gram	500		0.011	Yellow Nutsedge	Venable and Rives, Meade Park
08/29/24	1.0	Matt Williams	104699T	Park	Fifeville	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	0.5	gal.	1	oz.	2000		0.046	weeds	
09/04/24	1.0	Ronnie Duty	97506G	ROW	Other (see notes)	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds in curbs	Park Street Ramps-Curbs only
09/04/24	1.0	Ronnie Duty	97506G	ROW	Other (see notes)	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds in curbs	Park Street Ramps-Curbs only
09/04/24	24.0	Randy Dean	106161G	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	12.5	gal.	25	oz.	12500		0.287	weeds	areas treated Vietnam memorial, park st ramps other applicators Matt, Ben, Kathleen, Keith, Ronnie
09/04/24	2.5	Kathleen Guevara	163519T	ROW	Other (see notes)	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	2.5	gal.	2.25	gram	2500		0.057	weeds	areas treated Vietnam memorial, park st ramps other applicators Matt, Ben, Randy, Keith, Ronnie
09/05/24	2.0	Randy Dean	106161G	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1.5	gal.	3	oz.	1500		0.034	weeds	Estes St., Parking lot other applicators: Ben, Matt

09/06/24	13.0	William Atwell	101629G	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	4.00	oz.	gallon	52	gal.	208	oz.	5000		0.115	weeds	5th st guardrails, 250 bypass guardrails
09/10/24	1.5	Matt Williams	104699T	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	4	oz.	2000		0.046	weeds	Craw Memorial Gardens, ///Keith, Matt
09/11/24	6.0	Ronnie Duty	97506G	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2	gal.	8	oz.	2000		0.046	weeds	, Rives Park, McGuffey park, McIntire Park: Ronnie, Randy, Kathleen, Keith, Matt
09/11/24	1.0	Matt Williams	104699T	Park	Multiple locations	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	9.00	gram	gallon	1	gal.	0.9	gram	1000		0.023	weeds	Rives Park, McGuffey Park additional applicators Kathleen
09/12/24	1.0	Matt Williams	104699T	Park	Azalea	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	1	gal.	0.9	gram	1000		0.023	yellow nutsedge	
09/13/24	4.0	Keith Cecchinelli	167723T	Park	Meade	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	5	gal.	10	oz.	5000		0.115	weeds	Azalea park, Meade Park: Matt Williams, Keith Cecchinelli, Kathleen Guevara, Randy Dean
09/16/24	1.0	Randy Dean	106161G	ROW	Other (see notes)	Fusilade II	Fluazifop-P-butyl	100-1084	Danger	herbicide	Backpack	0.50	oz.	gallon	1.25	gal.	0.625	oz.	1250		0.029	unwanted grasses	cbdg, Alderman Rd. islands
09/16/24	2.5	Ben Schiner	168952T	Multiple Locations	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	2.5	gal.	5	oz.	2500		0.057	weeds	Alderman Islands, cdbg, Greenleaf park,
09/16/24	1.0	Kathleen Guevara	163519T	Park	Greenleaf	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	2	gal.	1.8	gram	2000		0.046	yellow nutsedge	Greenleaf Park,
09/19/24	2.0	Kathleen Guevara	163519T	Park	Market St.	Eco-mazapyr 2 SL	Isopropylamine salt of Imazapyr 27.8%	81927-22	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds in sidewalks	market Street,
09/20/24	1.0	Ben Schiner	168952T	Park	Tonsler	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1	gal.	2	oz.	1000		0.023	weeds	Tennis courts and fencing...Ben and Matt
09/20/24	0.5	Ronnie Duty	97506G	Park	Azalea	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	1	gal.	0.9	gram	1000		0.023	Yellow nutsedge	
09/23/24	1.0	Randy Dean	106161G	ROW	250 Bypass	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	1.5	gal.	3	oz.	1500		0.034	weeds	Linear banks and locust Ave.
10/07/24	6.0	Kathleen Guevara	163519T	Row	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	7.5	gal.	15	oz.	150000		3.444	Weeds	Schenks Greenway and park street ramps, additional applicators Ben and Randy
10/07/24	6.0	Kathleen Guevara	163519T	ROW	Other (see notes)	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	1	gal.	0.9	gram	1000		0.023	nutsedge	Schenks Greenway and park street ramps. additional applicators Ben and Randy.
10/08/24	3.0	Matt Williams	104699T	Row	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	5	gal.	10	oz.	5000		0.115	weeds	Mcintire Front Bed, Schenks rescue additional applicators Kathleen, Ben, Randy and Keith
10/10/24	3.0	Ben Schiner	168952T	Park	Forest Hills	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	3	gal.	6	oz.	3000		0.069	weeds	Ben, Randy, Kathleen.... Forest hills park beds
10/10/24	0.5	Kathleen Guevara	163519T	Park	Forest Hills	Sedgehammer	Halosulfuron-methyl	81880-1-10163	Caution	herbicide	Backpack	0.90	gram	gallon	0.3	gal.	0.27	gram	200		0.005	yellow nutsedge	Kathleen and Ben... Forest hills park
10/11/24	2.0	Kathleen Guevara	163519T	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	6.5	gal.	13	oz.	6500		0.149	weeds	Kathleen and Randy...butterfly garden @ Melbourne/JWP
10/18/24	7.0	William Atwell	101629G	ROW	Other (see notes)	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Hydraulic sprayer	4.00	oz.	gallon	33	gal.	132	oz.	4500		0.103	weeds	East water St. walk
10/30/24	5.0	Matt Williams	104699T	ROW	5th Street	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	6	gal.	12	oz.	12000		0.275	weeds	Randy, Keith, Kathleen, Ben, Matt...Crow, 5th/Bailey, 5th/Harris, 5th/Ridge, 5th Entry
11/18/24	3.0	Kathleen Guevara	163519T	Park	Greenleaf	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	4	gal.	8	oz.	4000		0.092	weeds	Kathleen, Randy, Matt...Greenleaf Park, McIntire Sign bed, Jenkins Park
11/19/24	8.0	Randy Dean	106161G	Park	Multiple locations	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	11.5	gal.	23	oz.	11500		0.264	weeds	Randy, Keith, Kathleen, Matt...Market St. park, Tonsler park, Washington Park, Star hill park...Estes st parking lot/bed, Garret st beds
11/26/24	3.0	Randy Dean	106161G	Park	Azalea	Prosecutor Pro	Glyphosate-N 41.0%	524-536-10404	Caution	herbicide	Backpack	2.00	oz.	gallon	5	gal.	10	oz.	5000		0.115	weeds	Randy and Keith...Azalea park, Washington park

Parks and School Addresses

Place Name	Nickname	Street Address	City	State	Zip
Azalea Park		304 Old Lynchburg Road	Charlottesville	VA	22903
Market Street Park		101 E Market Street	Charlottesville	VA	22902
Bailey Park		990 Hillcrest Road	Charlottesville	VA	22903
Belmont Park		725 Stonehenge Avenue	Charlottesville	VA	22902
Fifeville Park		1200 King Street	Charlottesville	VA	22903
Forest Hills Park		1022 Forest Hills Avenue	Charlottesville	VA	22903
Greenbrier Park		1933 Greenbrier Drive	Charlottesville	VA	22901
Greenleaf Park		1598 Rose Hill Drive	Charlottesville	VA	22903
Hartmans Mill		2100 Avon Court (behind Edgecomb A	Charlottesville	VA	22902
Heyward Community Forest		1760 Reservoir Road	Charlottesville	VA	22902
Jordan Park		1607 6th Street SE	Charlottesville	VA	22902
Court Square Park		405 E High Street	Charlottesville	VA	22902
McGuffey Park		321 2nd Street NW	Charlottesville	VA	22902
McIntire Park East		345 250 Bypass	Charlottesville	VA	22902
McIntire Park West		151 McIntire Park Drive	Charlottesville	VA	22902
Meade Park		300 Meade Avenue	Charlottesville	VA	22902
Meadow Creek East		1031 Holmes Avenue	Charlottesville	VA	22901
Meadow Creek Park		2030 Morton Drive	Charlottesville	VA	22901
Michie Drive		2100 Michie Drive	Charlottesville	VA	22901
Northeast Park		1001 Sheridan Avenue	Charlottesville	VA	22901
Pen Park		1300 Pen Park Road	Charlottesville	VA	22901
Quarry Park		420 Quarry Road	Charlottesville	VA	22902
Ragged Mountain Natural Area		1730 Reservoir Road	Charlottesville	VA	22903
Riverview Park		284 Riverside Avenue	Charlottesville	VA	22902
Rives Park		926 Rives Street	Charlottesville	VA	22902
Schenks Greenway		711 McIntire Road	Charlottesville	VA	22901
Starr Hill Park		7th Street NW & Elsom Street	Charlottesville	VA	22903
Tonsler Park		500 Cherry Avenue	Charlottesville	VA	22903
Washington Park		1001 Preston Avenue	Charlottesville	VA	22902
Burnley-Moran Elementary School		1300 Long Street	Charlottesville	VA	22901
Clark Elementary School		1000 Belmont Avenue	Charlottesville	VA	22902
Greenbrier Elementary School		2228 Greenbrier Drive	Charlottesville	VA	22901
Jackson-Via Elementary School		508 Harris Road	Charlottesville	VA	22903
Johnson Elementary School		1645 Cherry Avenue	Charlottesville	VA	22903
Venable Elementary School		406 14th Street NW	Charlottesville	VA	22903
Buford Middle School		617 9th Street SW	Charlottesville	VA	22903
Walker Upper Elementary School		1564 Dairy Road	Charlottesville	VA	22903
Lugo-McGinnis Academy		341 11th St. NW	Charlottesville	VA	22903
Charlottesville High School		1400 Melbourne Road	Charlottesville	VA	22901
Carver Rec Center		233 4th St. NW	Charlottesville	VA	22902
Oakwood Cemetery		721 1st St. S	Charlottesville	VA	22902
area located across from 402 Monticello Rd.	CDBG	407 Monticello Rd.	Charlottesville	VA	22902
Charlottesville City Hall		605 E. Main St	Charlottesville	VA	22902
Charlottesville City Hall Annex	Annex	120 7th St. NE	Charlottesville	VA	22902
Charlottesville Downtown Transit Center	Transit	120 7th St. NE	Charlottesville	VA	22902
	"Alderman Islands"	400 Alderman Rd.	Charlottesville	VA	22901

April 1, 2025

The Honorable Charlottesville City Council
P.O. Box 911
Charlottesville, VA 22902

Re: Quarterly Update – April

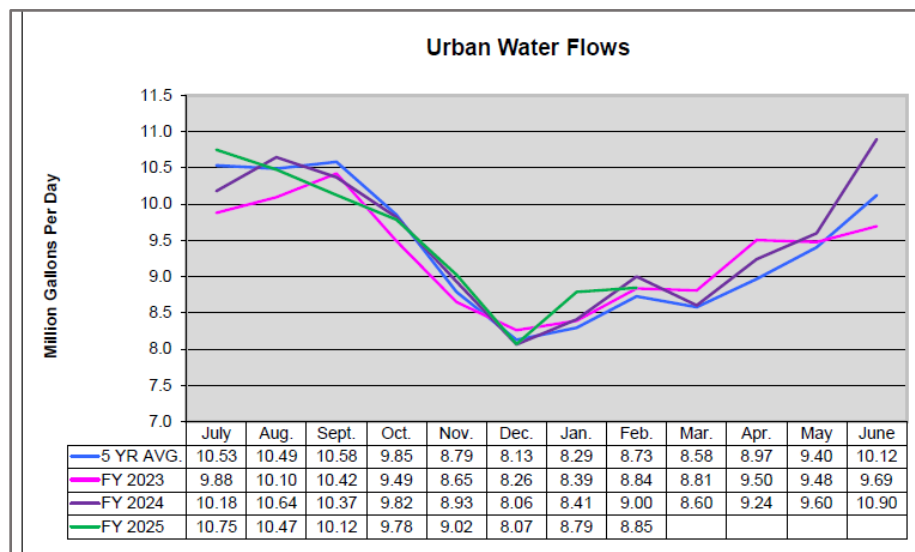
Councilors:

This quarterly update is to provide general information on the drinking water supply and treatment, wastewater collection and treatment, and refuse disposal and recycling programs managed by the Rivanna Authorities for the benefit of the Charlottesville/Albemarle community, as follows:

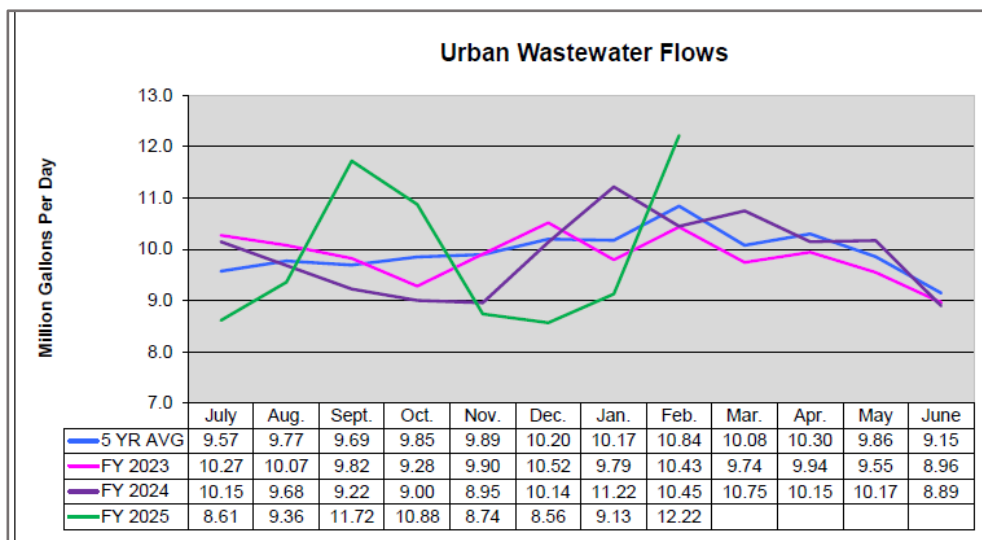
1. Drinking Water Supply:

- Our Urban reservoirs (Sugar Hollow, South Rivanna, Ragged Mountain) are 95% full. The water level in Sugar Hollow Reservoir was lowered five feet to support work being completed on the pneumatic piping which pressurizes the inflatable rubber bladder that sits on top of the concrete dam. The inflatable bladder controls the level of the upper five feet of water in the reservoir. When the work on the piping has been completed, the normal reservoir water level will be restored.
- Beaver Creek Reservoir (Crozet) is 100% full with about 500 million gallons of water available for use. Water demand in the Crozet area averaged 0.55 million gallons per day in February.
- Totier Creek Reservoir (Scottsville) is 100% full with about 155 million gallons of water available for use. Water demand in the Scottsville area averaged 42,000 gallons per day in February.

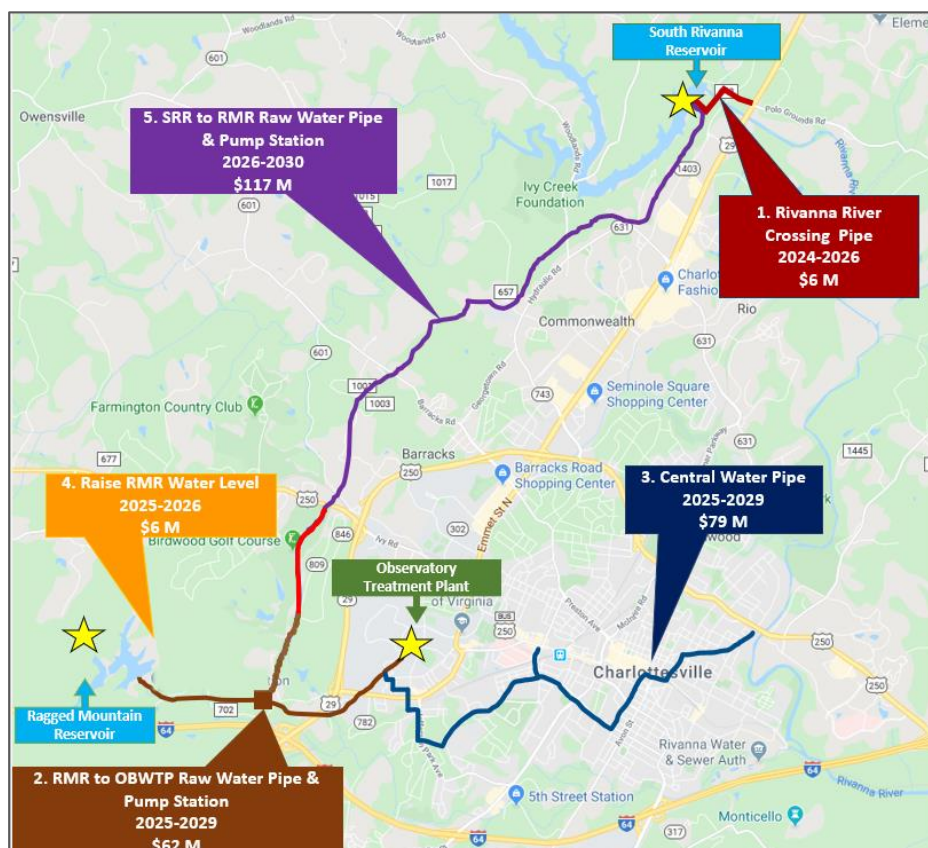
- The production of drinking water for the Urban area averaged 8.85 million gallons per day (MGD) in February 2025 (FY 2025), which is slightly more than the five-year average for December (8.73 MGD) as shown by the following graph:



- Urban wastewater flow for February 2025 (12.22 MGD), including flows from Crozet but not from Scottsville, was above the five-year average for February (10.84 MGD), as shown by the graph below:



- A general overview of significant current and future drinking water, wastewater and solid waste Capital Improvement Projects is provided below. Cost allocations between the Charlottesville Department of Utilities (Utility funds) and the Albemarle County Service Authority (ACSA), are identified for each project. Several of these projects are part of the community's Water Supply Plan established in 2012 to increase the capacity of our drinking water reservoirs and infrastructure, as shown by the map below.



- a. South Rivanna River Crossing
 - a. Scope: Provide a second pipe (24" diameter; 2900 feet long) to convey treated drinking water under the river using trenchless technology. The second pipe will provide a redundant water supply and increase capacity to serve the northern area of the Urban Water System.
 - b. Completion: January 2025 – January 2027
 - c. Cost: \$6.2 million: 100% ACSA
- b. Water Pipe and Pump Stations Replacement, Ragged Mountain Reservoir to Observatory Water Treatment Plant
 - a. Scope: Replace four miles of 36" ductile iron water pipe and two pumping stations which convey untreated water from the Ragged Mtn Reservoir to the Observatory WTP. These facilities have reached the end of their service lives and require replacement to reliably provide untreated water to the upgraded Observatory WTP. A project information meeting was held in January 2025 with neighbors bordering the work and others from the community.
 - b. Completion: February 2025 – June 2029
 - c. Cost: \$62 million: 52% ACSA / 48% City Utilities
- c. Urban Area "Central Water Pipe"
 - a. Scope: Provide large diameter piping (24" and 36" ductile iron) to strengthen and more efficiently distribute drinking water for the benefit of City and County residents and businesses. This five-mile-long piping project with two railroad crossings will extend from the Stadium Road area to the Long Street bridge near Pantops. The eastern end of the route was recently revised due to underground conflicts in E. High Street. Information meetings will be scheduled with neighborhoods before construction begins. The route includes Stadium Road, Piedmont Avenue, Price Avenue, Lewis Street, Jefferson Park Avenue, Cleveland Avenue, Cherry Avenue, Elliott Avenue, 6th Street SE, South Street, Avon Street, 10th Street, Little High Street, Meade Avenue, Fairway Avenue, and property near the river to the Long Street bridge.
 - b. Completion: July 2025 – July 2029
 - c. Cost: \$79 million: 52% ACSA / 48% City Utilities
- d. Red Hill Water Treatment Plant Upgrade
 - a. Scope: Provide additional building space to house additional water treatment equipment including a granular activated carbon filter.
 - b. Completion: January 2025 – June 2026
 - c. Cost: \$2 million: 100% ACSA, with partial grant from County
- e. Baling Facility, Ivy Solid Waste and Recycling Center
 - a. Scope: Replace the existing recycling materials baling facility which is located on leased property and has exceeded its service life. The new facility will include equipment to compress cardboard, mixed paper, and plastic products into separate bales before shipment to a receiving vendor.

- b. Completion: May 2025 – December 2026
 - c. Cost: \$6 million: 70% Albemarle County / 30% City
- f. Moore's Creek Structural and Concrete Rehabilitation
 - a. Scope: Repair of concrete basins and wastewater treatment facilities constructed in the late 1970's.
 - b. Completion: May 2025 – May 2027
 - c. Cost: \$15.5 million: 52% ACSA / 48% City Utilities
- g. Moore's Creek Upfits and Gravity Thickener Improvements
 - a. Scope: Renovate the Maintenance and Operations buildings along with repair of the sludge gravity thickener system and secondary clarifier influent valves.
 - b. Completion: May 2025 – May 2027
 - c. Cost: \$11.8 million: 52% ACSA / 48% City Utilities
- h. Crozet Wastewater Pump Stations Rehabilitation
 - a. Scope: Replace pumps, valves, and electrical gear in four pump stations constructed in the 1980's which convey wastewater from Crozet to the Moore's Creek Treatment Plant.
 - b. Completion: July 2025 – September 2027
 - c. Cost: \$12.3 million: 100% ACSA
- i. Moore's Creek Administration Building Renovation and Addition
 - a. Scope: Renovate the existing administration building constructed in the 1980's, including improvements to the Laboratory and Information Technology spaces. The project will also include a building addition to provide spaces for a community education area, staff currently housed in temporary trailers, as well as future staffing.
 - b. Completion: June 2025 – December 2027
 - c. Cost: \$27.6 million: 52% ACSA / 48% City Utilities
- j. Crozet Water Treatment Plant GAC Expansion
 - a. Scope: Provide additional building space and equipment to increase the water treatment capacity of the granular activated carbon filter system from 1 to 2 million gallons per day.
 - b. Completion: August 2025 – March 2027
 - c. Budget: \$10 million: 100% ACSA with VDH grant
- k. Ragged Mtn Reservoir Water Level Increase
 - a. Scope: Clearing of vegetation around the reservoir and minor modifications to the intake tower as necessary to increase the normal pool elevation 12 feet and provide 700 million gallons of additional water storage capacity in the reservoir.
 - b. Completion: September 2025 - September 2026
 - c. Cost: \$6 million: 80% ACSA / 20% City Utilities

l. South Rivanna Reservoir to Ragged Mountain Reservoir Pipe and Pump Station

a. Scope: Construct a 6.5 mile long, large diameter pipe (36”) and pump station to transfer untreated water between the South Rivanna and Ragged Mtn Reservoirs, as required by the community’s drinking water supply plan. Complete a new raw water intake structure and pump station at the South Rivanna Reservoir. This infrastructure will increase the water storage capacity of the Ragged Mtn Reservoir from 1.4 to 2.1 billion gallons.

b. Completion: February 2026 – December 2030

c. Cost: \$117 million: 80% ACSA / 20% City Utilities

m. Beaver Creek Dam, Pump Station and Piping Improvements

a. Scope: Replace the spillway, which protects the reservoir dam, along with the water pump station and piping which convey untreated water to the Crozet Water Treatment Plant.

b. Completion: May 2026 – January 2030

c. Cost: \$62 million: 100% ACSA with partial federal NRCS grant

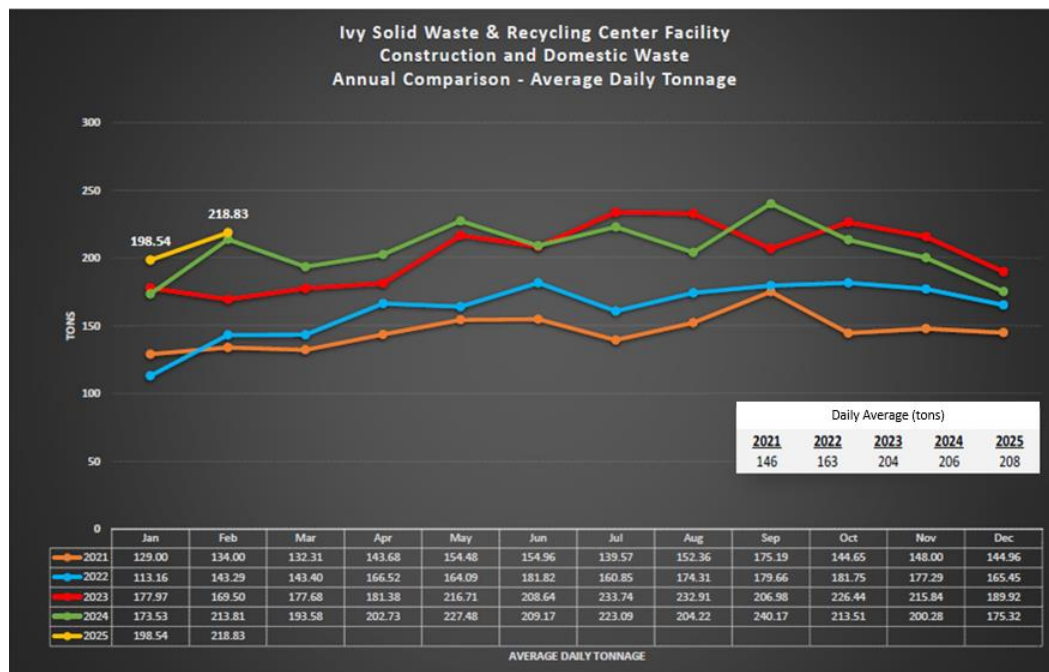
n. Upper Schenks Branch Wastewater Piping Replacement, Phase II

a. Scope: Replace sewer piping installed in the mid 1950’s, in conjunction with the City’s sewer upgrade program, to increase system capacity. The new piping will be located along McIntire Road between the McIntire Recycling Center and Preston Avenue.

b. Completion: TBD

c. Cost: \$10 - 15 million: 100% City Utilities

5. Average daily refuse volume at the Ivy Transfer Station has increased from 146 tons per day in 2021 to 208 tons per day in 2024, as shown below. Our contract hauler is driving about 15 trailer loads of refuse to Henrico County for disposal each day, Monday – Friday.



6. Household Hazardous Waste and Special Collection Days

The Ivy Solid Waste and Recycling Center located at 4576 Dick Woods Road will be the site for our Spring 2025 Household Hazardous Waste and Special Collection Days. These events provide free disposal of select items for residents of Albemarle County, the City of Charlottesville, and the Town of Scottsville. Registration is not necessary. Additional information is available at: www.rivanna.org/hhw



Spring 2025 Special Collection Days
at Ivy Solid Waste & Recycling Center
4576 Dick Woods Road, Charlottesville
for Albemarle County & Charlottesville Residents

Household Hazardous Waste
Friday, April 25th 9am – 3pm
Saturday, April 26th 9am – 3pm

Special Collection Days
Saturday, May 3rd 8:30am – 4pm
Furniture/Mattresses
Saturday, May 10th 8:30am – 4pm
Household Appliances
Saturday, May 17th 8:30am – 4pm
Tires

More information: www.rivanna.org/hhw

Brought to you by the County of Albemarle, City of Charlottesville, and RSWA

Working to Protect and Improve Our Environment!

Please let me know if you have any questions.

Sincerely,



William I. Mawyer, Jr., P.E.
Executive Director

cc: RSWA Board of Directors
RSWA Board of Directors