



City Council Meeting Agenda

July 7, 2025

City Hall Council Chamber
605 E. Main St.
Charlottesville, VA 22902

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

4:00 PM Opening Session

- I. **Call to Order/Roll Call**
- II. **Agenda Approval**
- III. **Reports**

1. Report: FY25 Climate Program Update

5:30 PM Closed Meeting

- By Motion: Consideration of appointment(s) to the Charlottesville Redevelopment and Housing Authority (CRHA) Board

6:30 PM Business Session

- IV. **Moment of Silence**
- V. **Announcements**
- VI. **Recognitions/Proclamations**
- VII. **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.
- VIII. **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.
 2. Minutes: June 2, 2025 regular meeting
 3. Resolution: Resolution to Allocate Housing Operations and Support ("HOPS") FY 26 Grant Funding for Affordable Housing and Homelessness Support Programs in the Amount of \$460,574 (2nd reading)
 4. Resolution: Resolution to appropriate additional funds for the Virginia Department of Transportation ("VDOT") City of Charlottesville, Virginia ("City") Project Portfolio (\$23,317,263) (2nd reading)
 5. Resolution: Resolution to amend the City of Charlottesville, Virginia ("City"), CDBG and HOME Funding Awards for Program Year 2025-26, a Minor Amendment to the City's 1-Year Annual Action Plan, in the amounts of \$6,835.00 (CDBG) and \$2,859.47 (HOME) (2nd reading)
 - a. Resolution: Resolution appropriating 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 \$445,452, amended

- b. Resolution: Resolution approving 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 \$85,876.13, Amended
- 6. Resolution: Resolution to Amend and Reallocate Tax and Rent Relief Budgets (2nd reading)
- 7. Resolution: LLC/Entity Creation Authorization Resolutions: Westhaven Phase One and Sixth Street Phase Two Redevelopment Projects (2nd reading)
 - a. Resolution: Resolution Authorizing Entity Formation for Sixth Street Redevelopment Phase Two
 - b. Resolution: Resolution Authorizing Entity Formation for Westhaven Redevelopment Phase One
- 8. Resolution: Resolution to Appropriate Virginia Department of Criminal Justice Services - Victims of Crime Act Grant in the amount of \$123,600 (1 of 2 readings)

IX. City Manager Report

- Report: City Manager Report

X. Action Items

- 9. Public Hearing/Ord.: Public Hearing and Ordinance for Partial Vacation of Stormwater Easements (501 Cherry Avenue)
- 10. Public Hearing/Ord.: Public Hearing and Ordinance for Partial Vacation of Natural Gas Easement (Kenridge Lot 60)
- 11. Public Hearing/Ord.: Public Hearing and Ordinance for Vacation of Stormwater Easement (100 Stadium Road)
- 12. Public Hearing/Ord.: Public Hearing and Ordinance Regarding an Easement to Dominion Energy for Undergrounding of Electrical Equipment at Pen Park and Quarry Road
- 13. Public Hearing/Res.: Public Hearing and Resolution for Dogwood Vietnam Memorial Foundation Lease at McIntire Park

XI. General Business

- 14. By Motion: Offer in Compromise for Taxes Due (1603 6th Street SE)

XII. Community Matters (2)

XIII. Adjournment

MEETING GUIDELINES

- 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.
- The presiding officer shall ensure that individuals address their comments to City Council at appropriate times, in accordance with the meeting agenda and Council's Rules of Procedure.
- No person who is not a member of the city council shall orally address it until leave to do so has been granted by the city council or until invited to do so by the mayor. (City Code sec.2-71)
- Remarks and actions that disrupt the progress of the Council meeting, and remarks from persons other than councilors, the City Manager, the City Attorney, or a presenter for an Agenda Item are not permitted.
- The presiding officer shall call an individual to order, including a councilor, when that individual goes afoul of these rules. The following are examples of remarks and behavior that are not permitted:
 - i. Interrupting a speaker who is addressing Council at the speaker's microphone, or interrupting a speaker who has otherwise been invited to address Council during Community Matters or a Public Hearing
 - ii. Interrupting a councilor who is speaking
 - iii. Shouting, and talking (either individually or in concert with others) in a manner that prevents a speaker or a Councilor from being heard or that otherwise hinders the progress of the meeting
 - iv. Blocking paths for emergency exit from the meeting room; engaging in any conduct that prevents a member of the audience from seeing or hearing councilors during a meeting; standing on chairs or tables within the Council meeting room
 - v. Threats or incitement of violence toward councilors, City staff or members of the public
 - vi. Engaging in conduct that is a criminal offense under the City Code or the Virginia Code
 - vii. Campaigning for elected office
 - viii. Promotion of private business ventures
 - ix. Using profanity or vulgarity
 - x. Personal attacks against Councilors, City staff or members of the public
 - xi. Behavior which tends to intimidate others
- During a City Council meeting the presiding officer shall have control of the Council Chambers and the connecting halls and corridors within City Hall, and any other venue where a Council meeting is being held. In case of any conduct described above, the presiding officer may take measures deemed appropriate, including but not limited to suspending the meeting until order is restored, ordering areas to be cleared by the Sergeant at Arms, or requiring any individual to exit the meeting room and adjacent premises (connecting halls and corridors.)

Policy Briefing Summary

City Council



Regarding:	FY25 Climate Program Update
Staff Contact(s):	Kristel Riddervold, Director of the Office of Sustainability, Emily Irvine, Climate Program Manager
Presenter:	Kristel Riddervold, Director of the Office of Sustainability, Emily Irvine, Climate Program Manager
Date of Proposed Action:	July 7, 2025

Issue

The City of Charlottesville's Office of Sustainability is presenting an update on the City's Climate Program progress over fiscal year 2025. The presentation includes an annual report, an updated Greenhouse Gas inventory, and the fiscal year 2026 Climate Workplan.

Background / Rule

In 2019, the City adopted emissions reduction goals of 45% (from 2011 baseline) by 2030 and carbon neutrality by 2050, and directed staff to write a plan for reaching those targets. In January 2023, Charlottesville City Council adopted the City's first Community Climate Action Plan as an addendum to the City's Comprehensive Plan. This report is the second update to City Council and the public on progress made towards the implementation of the Climate Action Plan.

Analysis

The Climate Action Plan (CAP) includes a commitment to annual progress reports. After the adoption of the CAP in 2023, the City Manager directed Climate Protection Program (CPP) staff to compile and publish a Climate Action Workplan consisting of actions being taken both within the City organization and in the broader community to make progress towards implementation of the CAP. CPP staff worked with internal and external partners to build the first Climate Action Workplan, which was published in July 2023.

The CAP Update Report uses this workplan as its foundation and provides an update on each workplan item. It also captures other City-led climate actions beyond those in the workplan and the work of some of our external partners, while also acknowledging there are many actions happening in the community beyond the scope of this report. The updated FY26 Climate Action Workplan is included as an attachment to this report.

The CPP has routinely been publishing the City's Greenhouse Gas Inventory. Since 2024, the goal is to publish it along with the annual CAP update. The City's updated CY23 GHG Inventory is included in this report.

The City is committed to, and CPP has regularly published, an annual Greenhouse Gas Inventory. Since 2024, the goal is to publish it along with the annual CAP update. The City's updated CY23 GHG Inventory is included in the report.

Financial Impact

There is no budget impact associated with this report.

Recommendation

N/A

Recommended Motion (if Applicable)

Attachments

1. 2025 CPP Report_FINAL_070125
2. July 2025_CPP Update to Council

2025

Climate Action Report



City of Charlottesville
Office of Sustainability
July 7, 2025

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Acknowledgements

This report was authored by Office of Sustainability Climate Program staff Emily Irvine, Tray Biasioli, and Gabriel Sherzada with support from Director, Kristel Riddervold.

Special thanks to City staff who contributed and coordinated: Jill Greiner, Kirk Vizzier, Ben Chambers, Irene Peterson, Steve Gaines, Jason Vandever, Dan Frisbee, and Ashley Marshall.

Additional thanks to our community partners who shared update on their work to include in this report:

- Community Climate Collaborative (C3)
- Local Energy Alliance Program (LEAP)
- Piedmont Housing Alliance (PHA)
- Piedmont Master Gardeners
- ReLeaf C’ville
- Sierra Club – Piedmont Chapter
- Albemarle County Climate Team

A Note from the Office of Sustainability Director

What a year this has been!

We have a fully staffed and committed Climate Team in our Office of Sustainability, we have dedicated capital funding to support climate initiatives, our network of City colleagues and community partners engaged in climate work continues to grow, and we have a community that keeps us motivated and accountable. We also have political landscapes undergoing major shifts that threaten to present a host of additional challenges to our community and this climate and sustainability work.

I invite you to read this FY25 Annual Climate Action Report with two lenses.

First, take a moment to celebrate.

Across sectors – both within municipal operations and in the broader community - we are making tangible progress. We are demonstrating that it is possible to bring down emissions locally and to integrate sustainability strategies in our local projects, programs, and services. Investments are being made that will result in future cost savings and provide for a healthier built environment. Our adaptation and resilience work will help our community reduce physical and financial exposure to climate and weather-related risks.

Second, consider the growing gap in federal leadership on climate.

While the federal government is stepping away from climate leadership on the national and international front, local action needs to step in. Charlottesville joins peer local governments in doubling down on the important work of reducing our contribution to greenhouse gas emissions, actualizing resilience strategies, and operationalizing climate in our government. The climate crisis happening now - our efforts cannot be put on hold. The opportunity to drive meaningful solutions has never been greater.

The climate program is one of several programs trying to remain adaptive as external resources are pulled from our projects and new barriers are created. We are committed to pursuing alternate funding, forging effective partnerships, tracking evolving technologies, and learning alongside an inspiring cohort of peer communities.



Thank you to everyone who is contributing to this critical work, and I hope this report motivates us to continue with a much-needed sense of urgency.

With much appreciation,
Kristel Riddervold
Director, Office of Sustainability

Letter from the Climate Program Manager

As reporting season approached, I spent a lot of time thinking about writing this letter. Last year's letter was so hopeful in tone and largely focused on the opportunities surely to trickle down to Charlottesville from unprecedented federal investment in climate action and clean energy. The landscape of climate action in America today is very different than it was at this time last year. The United States has retreated from climate science, climate action, and climate investment faster than I ever could have imagined. So fast in fact that we have already been impacted locally by the cancellation of several federal grants, including one supporting our adaptation and resilience planning and another supporting an update to our Urban Forest Management Plan. Additionally, 2024 once again shattered global temperature records and was the hottest year since record keeping began. Since I wrote last year's missive, Hurricane Helene brought massive damage to Western North Carolina and parts of Southwest Virginia too, places once considered safe havens from the more severe impacts of climate change. What could I possibly think of to say as a hopeful call to action?



However, assembling this report proved therapeutic. Revisiting all we have accomplished over these past twelve months, and planning for the next twelve, reminded me of all that can be done at the local level both to reduce emissions and to make our community safer, healthier, and more affordable. I am proud to say that we accomplished or made progress on every single item from last year's "Looking Ahead" list. We successfully launched the Energy Resource Hub, which is helping community members save energy in their homes and businesses. Nearly 50 community members were supported in accessing e-bikes. The new Bypass Fire Station has a solar system that provides more than 40% of its electricity needs. We kept the projects that were impacted by cancelled federal grants going. We started new engagement programs and built new relationships.

The impacts of climate change are increasing and affecting communities around the country in ways large and small. From extreme weather to the cost of insurance, conditions are changing around us. In the absence of federal leadership on addressing climate change, it is imperative that cities and states stay the course – even small cities like Charlottesville. In fact, I think we have a real opportunity to lead by example. Charlottesville has long had a commitment to environmental stewardship, and we have made much progress over the years. Continuing to do this work under challenging conditions and without federal support is in line with the City's values of commitment, integrity, and innovation. Continuing to do this work is an investment in the strength, health, and safety of our community. I am grateful to City leadership for their continued commitment to this work. I am grateful to all our partners – both internal and external – who are working to cut emissions or build resilience. Take a few moments to skim this report and recall (or learn about!) all the things we have done together over the past year. Enjoy that feeling of accomplishment for a moment, then let it resolve you for the work ahead.

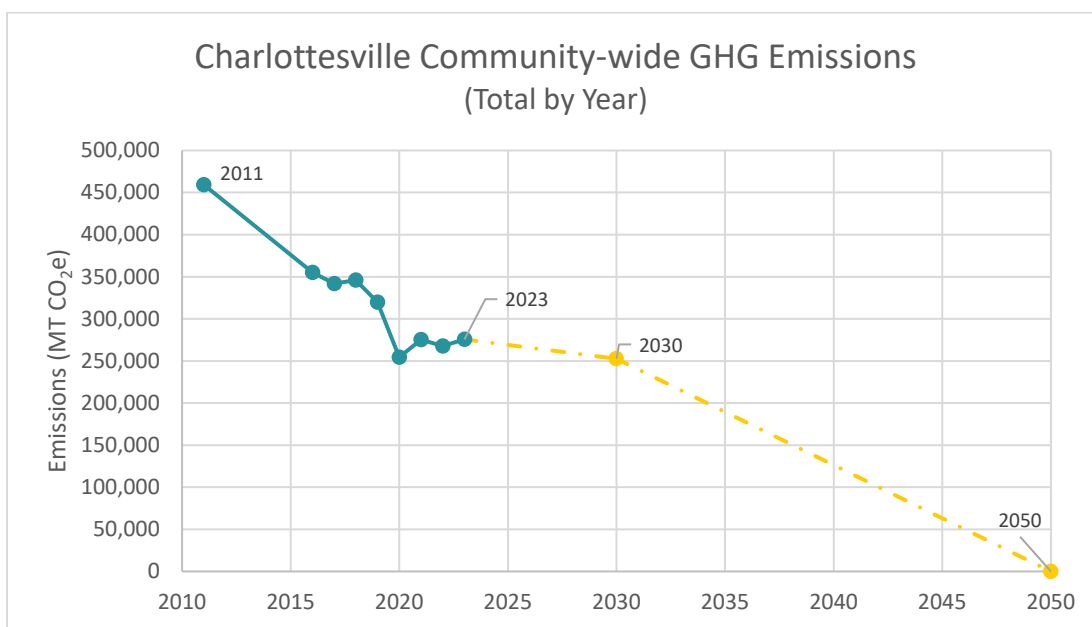
In service,
Emily S. Irvine
Climate Program Manager

Summary

This report is Charlottesville's second annual Climate Action Update since the adoption of our Community Climate Action Plan (CAP) in January of 2023. It contains brief updates on all the initiatives and projects that were part of the City's FY25 Climate Action Workplan, plus a few others that were added over the course of the year. The FY25 Workplan did not include community-led projects and initiatives as logistics to establish those proved challenging. However, in the spirit of collaboration and co-ownership of climate solutions, this report does feature updates from many community-based organizations who are working alongside us. For this report, the projects and initiatives detailed herein are grouped together by sector, consistent with the revised structure of the new FY26 Climate Action Workplan that is being released with this report. This additional layer of organization should provide additional clarification of the intent and focus of the listed initiatives.

Calendar Year 2023 Greenhouse Gas Inventory

In 2023, community-wide emissions were up slightly relative to 2022, with emissions down 40% relative to the 2011 baseline. The preceding three years (2020-2022) were impacted to varying degrees by pandemic-related closures and reductions in travel and showed sharp declines in emissions relative to pre-pandemic inventories. Although municipal and community activities had largely returned to normal by 2022, vehicle usage was still reduced relative to pre-pandemic trends. The 2023 inventory represents a return to pre-pandemic travel patterns, with vehicle miles traveled (VMT) at 99% of 2019 levels. This increase in VMT is the main factor driving the slight emissions increase from 2022.



While community-wide emissions showed a slight overall increase, there was notable variation between sectors. There was a 3% decline in emissions from building energy usage, but this was offset by a 20% increase in transportation-related emissions. The significant increase in transportation emissions highlights the importance of both incentives and regulations to advance vehicle efficiency and electrification *and* shifting mode share away from cars towards alternative modes of transportation.

Municipal emissions showed a slight decline across all sectors relative to 2022 and are now down 41% from the 2011 baseline. This drop in municipal emissions has been seen across all sectors, with the greatest reductions being seen from our stationary energy sources, which include buildings and lighting. The Office of Sustainability will continue working with other City departments to accelerate reductions in municipal emissions in FY26, as we implement streetlight upgrades, incorporate more electric vehicles into our municipal fleet, and deploy solar energy systems at several City buildings.

Beyond community-level actions, much of Charlottesville's progress on emissions reductions has been driven by regulatory and market changes in the electric and transportation sectors. Given recent changes in federal regulations and incentives, action at the state and local level will become increasingly important, as well as action driven by the improving economics of clean energy technologies.

In the electric sector, there was continued progress in reducing the carbon intensity of electricity generation. On a per kWh basis, emissions from electricity generation have declined 45% between 2011 and 2023, and over 7% relative to 2022.¹ The electric grid will get increasingly clean based on regulations in the Virginia Clean Economy Act (VCEA), which requires Dominion to provide 100% zero-emissions electricity in Virginia by 2045.

Regarding transportation, emissions from this sector increased relative to 2022, primarily driven by a 14% increase in VMT, with a 20% increase for diesel-fueled vehicles. In addition, the vehicle composition in 2023 trended toward less efficient vehicles such as light trucks. However, there is reason for optimism based on electric vehicle adoption rates within the City and surrounding jurisdictions. The number of electric vehicles registered within the City increased by 24% in 2023 (and by 37% from 2023 to 2024).² The overall number of electric vehicles is still modest, but given the current adoption rates in Charlottesville we expect to see an impact on vehicle emissions in the next several years.

In spite of the current federal retreat from climate action, there remain many opportunities to advance this work at the local level. Robust incentives for home electrification and efficiency improvements are anticipated to arrive in late 2025, and the City recently introduced additional incentives for home efficiency improvements.

The charts below detail Charlottesville's annual community-wide and municipal GHG emissions inventories. The Municipal Inventory covers the activities of the City government and includes our City and Schools buildings, as well as the City's vehicle fleet, school buses, and transit buses. The community-wide inventory is inclusive of the municipal inventory, so the total number of Charlottesville emissions is in the community-wide inventory (not the sum of both inventories).

¹ *Virginia Electricity Profile 2022*, (November 6, 2024). US Energy Information Administration. https://www.eia.gov/electricity/state/virginia/state_tables.php

² *State EV Registration Data* (April 25, 2025). Atlas Public Policy <https://www.atlasevhub.com/market-data/state-ev-registration-data/#data>

Community-wide Inventories									
Sector	CO ₂ e (MT)								
	2011	2016	2017	2018	2019	2020	2021	2022	2023
Transportation & Mobile Sources	128,835	92,648	92,218	90,938	91,205	73,995	74,183	75,874	90,902
Solid Waste	24,694	16,302	16,687	16,721	16,425	5,509	9,066	10,289	9,870
Water & Wastewater	-	271	271	271	271	196	286	196	196
Commercial Energy *	170,003	123,838	118,810	115,046	101,688	80,820	89,583	88,804	83,689
Industrial Energy	372	195	190	208	200	197	237	180	165
Residential Energy	135,405	108,393	100,986	107,699	96,389	82,891	89,475	79,962	79,680
Process & Fugitive Emissions	-	13,556	12,857	15,078	13,555	10,753	12,583	12,343	11,550
Total	459,309	355,203	342,019	345,961	319,733	254,361	275,413	267,648	276,052
% change from 2011		-23%	-26%	-25%	-30%	-45%	-40%	-42%	-40%

* The Commercial Energy Sector includes Municipal and Non-Municipal Government energy consumption

Municipal Inventories									
Sector	CO ₂ e (MT)								
	2011	2016	2017	2018	2019	2020	2021	2022	2023
Buildings & Facilities **	11,430	8,702	8,746	8,436	7,711	5,631	6,422	6,833	6,253
Street Lights & Traffic Signals	2,001	1,301	1,211	1,108	987	892	929	921	862
Vehicle Fleet	6,015	6,030	6,031	5,769	5,374	4,952	4,803	4,681	4,394
Total	19,446	16,033	15,988	15,313	14,072	11,475	12,154	12,435	11,509
% change from 2011		-18%	-18%	-21%	-28%	-41%	-37%	-36%	-41%

** Includes City Government and City School Buildings and Facilities

Reporting and Scoring

In compliance with our commitments to the Global Covenant of Mayors (GCoM), we continued with our annual emissions reporting in 2024. The Climate Program uses a reporting platform called “CDP” (formally Carbon Disclosure Project) to publicly report our greenhouse gas emissions. [CDP](#) is a global non-profit organization that helps thousands of businesses and governments across the world with environmental reporting. More than 200 Cities across the United States use CDP as for their emissions disclosure commitments. In 2024, Charlottesville maintained our CDP Score of “A-” which we first achieved in 2023.

Participation in GCoM commits Charlottesville to both mitigation and adaptation planning. Mitigation planning was completed by the adoption of our Climate Action Plan. Adaptation planning is ongoing through the Resilient Together project. In the 2024 evaluation cycle we maintained our GCoM badges for our commitment to ongoing climate action.



Mitigation? Adaptation? *What's the difference?*

“Mitigation” means reducing our emissions to help address the cause of climate change. It refers to things like reducing our energy use or switching to renewable energy sources. Some examples are:

- Weatherization
- Solar Power
- Using public transportation
- Electric Vehicles
- Heat Pumps

“Adaptation” means changing the way we do things in response to the impacts of climate change. It refers to things like strengthening our systems and preparing for more extreme weather. Some examples are:

- Putting power lines underground in storm-prone areas
- Relocating buildings and infrastructure away from floodplains
- Restoring ecosystems and planting native species
- Back-up power systems
- Forming a neighborhood preparedness group

City-Led Initiatives

The following are brief, high-level updates on City-led climate and sustainability initiatives. This list is based on the City's [FY25 Climate Action Workplan](#) and also includes several projects that were not contemplated there. These initiatives were led by various City Departments. The Office of Sustainability led many of the initiatives and provided support and collaboration on others.

Symbol Key:



In-progress Project



Ongoing program



Item Complete



Bonus Item, not in FY25 Workplan

Municipal Energy Efficiency and Use Reduction



Energy & Water Management Program

The City's Energy and Water Management Program (EWMP) is made up of staff from the Office of Sustainability and Public Works Department. They work to consistently track the utility usage and building performance of all municipal facilities, including schools, and implement programs and initiatives to save energy and water. In addition to the City's high level emissions reduction goals, the EWMP team has set and is working towards performance targets for the City's building portfolio:

- Greenhouse Gas Goal:
 - 45% reduction in Greenhouse Gas by FY2030
- Energy Goal:
 - 30% reduction in Energy Use Intensity by FY2030
- Water Goal:
 - 30% reduction in Water Use Intensity by FY2030

The EWMP is working to facilitate multiple strategies to reduce utilities and greenhouse gas emissions including the Municipal Energy Performance Program, municipal building electrification, energy demand response, City and Schools Solar PV Program, power purchase agreements, City and school outreach and education, and the LED streetlights conversion.

The team recently published their [annual report on energy and water performance for FY24 \(LINK\)](#)³. Of note from the report are lighting upgrades, a restroom reconfiguration with water efficient fixtures, and a roof replacement at Charlottesville High School. As of FY24, Charlottesville has achieved a 37% reduction in municipal greenhouse gas emissions related to stationary sources (buildings and streetlights/traffic signals) since the 2011 baseline (Figure 1). You can view more detailed municipal energy and water performance data on the [City's Performance Dashboard \(LINK\)](#).

³ Note that the GHG Inventory in the opening section of the report is for calendar year 2023, whereas the Energy and Water Management Program tracks data on a fiscal year basis and is reporting for fiscal year 2024. This discrepancy is due to the varying timeline availability of different data sources.

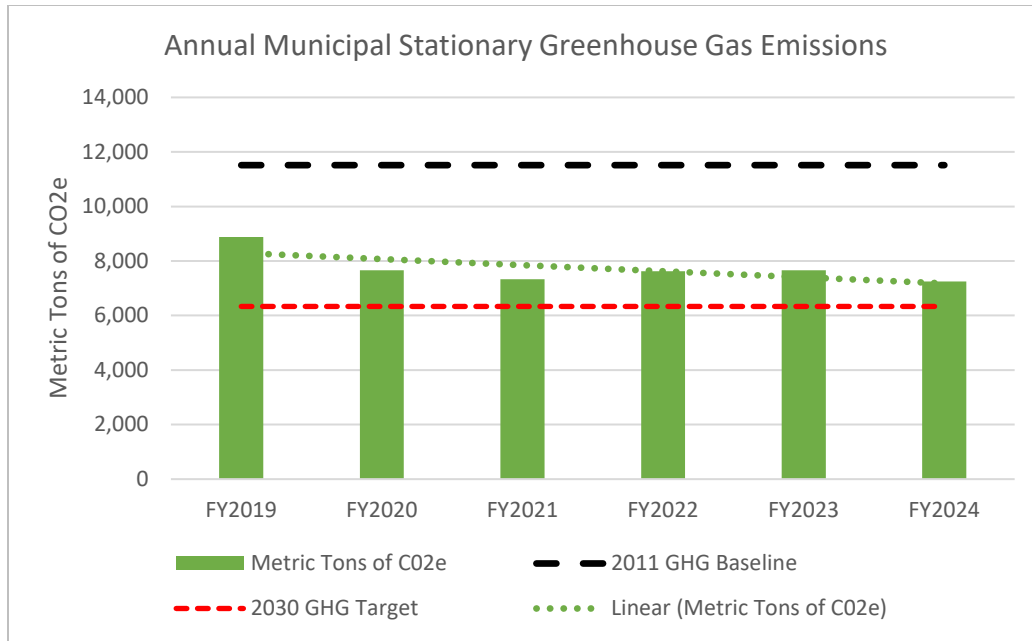


Figure 1: Greenhouse Gas emissions for the past 6 fiscal years, 2011 baseline year, and 2030 GHG target across all City and Schools buildings.

In FY25, the EWMP program and Charlottesville City Schools (CCS) were excited to announce that Johnson Elementary achieved ENERGY STAR certification, an acknowledgement that this school is performing in the top 25% of schools nation-wide in energy performance.

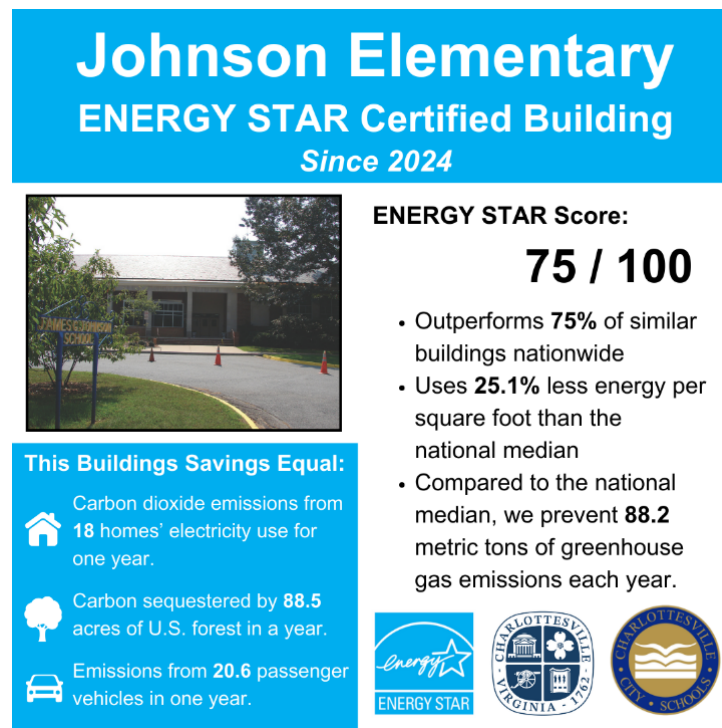


Figure 2: Johnson Elementary School ENERGY STAR scorecard.

City and Schools Solar PV Program

The City allocates funds on an annual basis through the Capital Improvement Process (CIP) to the City Solar fund, which locally funds PV systems on both City Government and School facilities. In FY25, two solar system projects were initiated. A [new 31kW solar system](#) was installed on the newly completed Bypass Fire Station on the Route 250 Bypass. This system is made up of 68 panels and is expected to generate more than 40,000 kW of electricity each year, accounting for more than 40% of the fire station's annual power needs.

A second new system is being installed on the roof of CATEC (Charlottesville Area Technical Education Center) over the Summer of 2025. At 262kW, this will be the largest system in the City's solar portfolio.

These two solar projects are eligible for Internal Revenue Service (IRS) clean energy tax credits that have been made available to tax-exempt eligible entities. Office of Sustainability staff, with financial and legal team support, will be pursuing this opportunity.

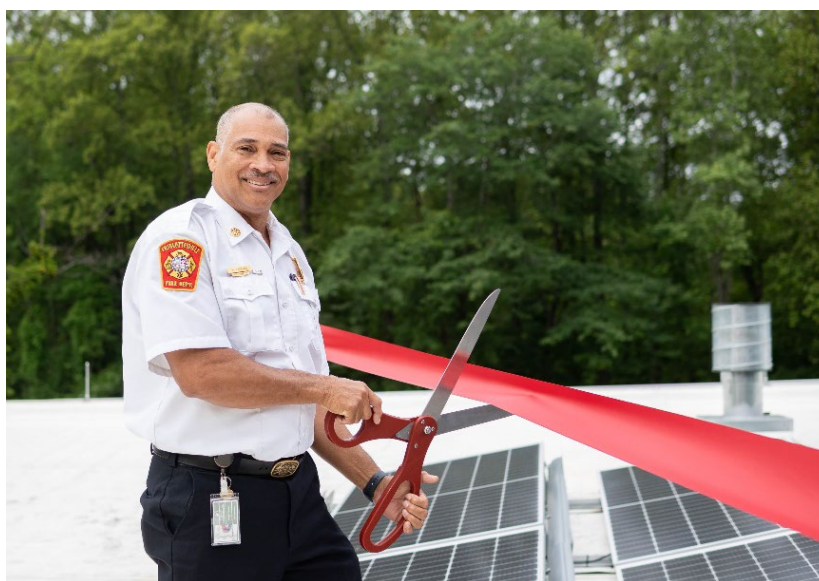


Figure 3: Fire Chief Michael Thomas cutting the ribbon on the new Bypass Fire Station's solar array.

»» Power Purchase Agreements

In support of the City's goal of 100% renewable power for city facilities by 2030, Office of Sustainability staff are exploring various ways to install as much renewable energy on our buildings as practical. During the development of the FY25 CIP, cost estimates were provided to inform considerations of a funding strategy for a set of large school facilities that present as strong candidates for on-site solar power systems. The two nearest term opportunities include Charlottesville High School (roof replacement will be complete in Summer 2025) and Charlottesville Middle School (the ongoing modernization project includes a new roof). Both facilities could support solar projects in the 1MW system size (Note: For context, the new Fire Station's new system is 31kW and 68 panels). As the CIP does not include local funding to support deployment of solar projects of this size on these two schools, the alternate strategy of a power purchase agreement (PPA) is being evaluated. A PPA is a long-term contract arrangement by which a third party installs, owns, and operates an energy system such as a solar PV system and the customer commits to purchasing the system's electric output at a negotiated rate. Formal proposals for

these projects have been received (via a cooperative contract held by another Virginia locality) and are currently under review.

»» LED Streetlight Conversion

In 2023, streetlights and traffic signals accounted for approximately 7% of the City's municipal emissions. Though this is a small drop in the bucket of our community-wide GHG inventory, converting streetlights to LED (light emitting diodes) lighting technology will result in significant cost savings for the City, with a financial payback period of just a few years. LED bulbs use far less electricity than the high intensity discharge bulbs currently installed in most of the City's streetlights. In FY2024, City Council allocated \$600,000 in the Capital Improvement Program to convert all Dominion-owned streetlights to LED bulbs.

By Fall 2024, the City completed a pilot project with Dominion Energy converting 25 streetlights to LED along the 250 Bypass between Hydraulic Road and Emmett Street. The pilot project helped City staff evaluate color temperature and light levels to ensure that what is selected moving forward meets the City's safety and environmental needs. In addition, Office of Sustainability staff met with advocacy groups and lighting design professionals to understand the ecological impact of streetlight design and Dark Skies compliance. As a member of the Virginia Energy Purchasing Governmental Association (VEPGA), which negotiates the municipal electrical contract with Dominion Energy for over 260 Virginia localities including Charlottesville, Office of Sustainability staff worked with other member localities to request expansion to lighting options offered by Dominion Energy to better meet the city's needs, including light fixtures with lower color temperature (2700K) and more appropriate light patterns to reduce light trespass. A second demonstration batch of lights will be piloted to examine the expanded lighting options. Once City staff determine the streetlighting meets both safety and environmental concerns, the full streetlight replacement program will continue.

»» High Performance Building Standards

Since 2008, Charlottesville has operated under a Green Building Policy that commits the City to incorporating high-performance building practices into all new municipal construction projects and major renovations. Since that time, all seven new City facilities that have been constructed have achieved certification through the U.S. Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED) program. Two additional ones are currently going through the certification process.

In Fall 2024, the Office of Sustainability and Public Works contracted with local architecture firm Thrive! to develop a High-Performance Building Standard (HPBS) for the City. The HPBS will consolidate many of the best practices that the City has employed over the last 20+ years and introduce opportunities and stretch goals for various building components. The Standard will also align with new mandates from the Commonwealth of Virginia, notably those found in the Code of Virginia § 15.2-1804.1, known as the Virginia High Performance Buildings Act of 2021. It will be applicable to new construction projects, major renovations, and operations and maintenance of existing buildings. This project is anticipated to be completed in 2025.

↻ Municipal Energy Performance Program

In FY22, the City selected an energy services company (ESCO), CMTA, to perform technical energy audits of over 40 City-owned facilities to identify energy and water savings opportunities through upgrading HVAC, lighting, and water-using equipment and to identify solar opportunities. The Technical Energy Audit reports were delivered in FY23, and the City entered into a design-build Master Energy Performance

Contract (EPC) with CMTA in FY24. This project delivery model can involve alternative methods for financing and implementing efficiency projects. Projects can be scoped as a budget-neutral approach whereby an ESCO identifies and implements energy and water savings projects with a guaranteed annual utility savings that covers the cost of the projects.

In FY25 the City completed the first project under the EPC, replacing critical HVAC units that support the information technology (IT) needs across the City's operations. The second project, started in June 2025, is the installation of the 262kW solar PV system at CATEC, noted above. A third EPC project is under contract for FY26 at City Hall, City Hall Annex, and Key Rec Center and will include upgrading lighting to LEDs, water fixtures to low flow fixtures, and installing a more efficient heat pump unit. Overall, the Municipal Energy Performance Program has allowed for the streamlining of facility upgrades that involve guaranteed energy and water efficiency and performance of facilities on a large scale as well as associated cost savings.

»» Municipal Building Electrification Screening

Building electrification is a key strategy to reducing the City's reliance on fossil fuels (primarily natural gas) to heat City buildings. As a first step in understanding the opportunities to electrify, the Office of Sustainability commissioned an electrification review to provide a high-level understanding of facilities that are good candidates for electrification and the potential pathways to consider. Once the review is complete, facilities can be prioritized and sequenced, taking into consideration the costs to transition to alternative technologies and to upgrade electrical equipment to support higher electrical loads (building equipment as well as Dominion Energy infrastructure), available budget, greenhouse gas reduction potential, and impact on utility cost. The initial screening is will be complete in 2025.

+ ☒ Energy Demand Response Program Participation

In FY25 the City joined the Emergency Load Response Program offered through PJM (the regional electrical grid operator that transmits and distributes electricity to Virginia) to implement a demand side management strategy called "demand response". Through this program, the City will periodically reduce the energy load in specified facilities by adjusting settings on equipment to reduce electricity needs. This intentional adjustment reduces the amount of load our facilities are placing on the grid. PJM will provide alerts during peak periods when the grid is overloaded with too much energy demand from customers and the City's Public Works Facilities Maintenance team will implement a specific curtailment strategy at participating facilities. These efforts help to curb the risk of brownouts and blackouts. The City will be compensated for the amount of energy reduced, which can help fund future projects. Other Virginia municipalities and public entities (such as UVA) participate in similar programs to help protect grid reliability.

»» Parks & Rec Landscaping Equipment Electrification Pilot

The Department of Parks & Recreation (DPR) is responsible for landscape maintenance of a variety of City properties and have traditionally relied on gas-powered equipment to meet these needs. The small engines that power leaf blowers, string trimmers, mowers, and other landscaping equipment are inefficient, resulting in noise and air pollution during operation, as well as greenhouse gas emissions. Fortunately, battery-powered alternatives have become increasingly capable and affordable in recent years, and DPR, with research and funding support from the Office of Sustainability, is currently piloting their use at the Downtown Mall and the Skate Park. DPR staff have found the equipment capable in their initial pilots and report that the reductions in noise and air pollution have improved both the visitor and

operator experience. Given the initial success of the pilot, the Department plans to expand the use of battery-powered equipment to other sites they manage in FY26.



Figure 4: Skate Park staff welcome a new electric zero-turn mower to their fleet.

Community Energy Efficiency and Use Reduction

☑ **Community Energy Resource Hub**

After nearly a year of planning, in March 2025, the Office of Sustainability partnered with Albemarle County's Climate Program, the Local Energy Alliance Program (LEAP), and the Community Climate Collaborative (C3) to launch the [Energy Resource Hub](#). The Resource Hub is both an online and in-person service that helps community members navigate and access the many energy programs offered by Utilities and federal, state, and local governments. The Hub is available to homeowners, renters, and business owners at all levels of income in both the City of Charlottesville and Albemarle County.



Since its launch, Resource Hub staff have connected over 120 community members with information about the resources available to them based on their age, income, home, etc. (Note: This number does not include visits to the website). Of those community members served, nearly 20% have reported taking action by scheduling a home energy assessment, accessing a program, or taking advantage of a tax incentive. The Hub's Energy Navigator regularly holds office hours and attends local events to help raise awareness about the Hub's services.

The Hub website has regular traffic and many pages have a very high engagement rate. The number of users has grown steadily each month since it was launched, indicating that the community's awareness of the Hub is growing. The Office of Sustainability, along with our partners, will continue to support the Hub and expand the community's awareness of its services in FY26.

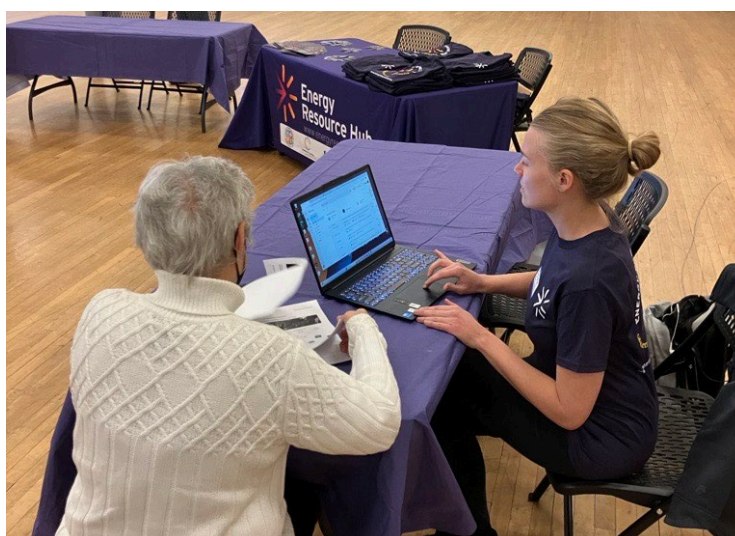


Figure 5: Energy Resource Hub Navigator Rosina helps a Community Member at the March 11 Resource Hub Launch event at Carver Recreation Center.

»» Energy Efficiency and Conservation Block Grant

As part of the Inflation Reduction Act's Energy Efficiency and Conservation Block Grant program, Charlottesville was awarded \$76,840 to spend on energy efficiency projects or programs. Allocations were non-competitive and made to communities across the country based on population. The Office of Sustainability partnered with LEAP to provide low- or no-cost home energy assessments to low- and moderate-income (up to 150% AMI) community members using these funds. Without assistance, these assessments cost about \$400. The program is designed to complement the Energy Resource Hub, as residents who receive assessment reports are then referred to the Hub for help accessing programs and resources to support making the improvements outlined in the report. Through May 2025, LEAP has conducted 45 audits as part of this program. We expect to be able to support approximately 100 more audits through this program in FY26.

🔄 Residential Energy Efficiency and Renewable Energy Deployment

The City of Charlottesville has long partnered with LEAP through an annual program support agreement to deliver affordable energy efficiency and renewable energy installation. In 2024, LEAP performed 193 Home Energy Assessments (HEAs, also known as Home Energy Audits) in the City of Charlottesville, with 62% of those being for age- or income-qualifying community members. LEAP went on to perform weatherization or energy efficiency services for 71 (or 37%) of the homes they assessed. In 2024, LEAP also supported installation of rooftop solar systems on 55 Charlottesville homes, the majority of which were completed through Dominion Energy's low-income solar program (51) and the rest through the 2024 Solarize campaign (4).

The Office of Sustainability is pleased to further partner with LEAP to design and deliver a new locally-funded energy incentive to add to the suite of energy programs available through the Resource Hub. The new program is called the [Residential Retrofit Mini-Grant](#) program and provides Charlottesville homeowners and renters with up to \$2000 per household toward a variety of home energy improvements including heat pumps, heat pump water heaters, electrical upgrades, insulation and air sealing, and duct sealing. The program is designed to complement the Energy Resource Hub and to stack with other utility or government-funded energy programs, making efficiency and electrification more affordable for City residents at all income levels. This program is designed to try to increase the percentage of community members who take action after receiving an HEA.

☑ C-PACE Program Establishment

In October of 2024, Charlottesville opted in to Virginia's State-wide Commercial Property Assessed Clean Energy (C-PACE) program. C-PACE is a clean energy financing tool that allows commercial building owners to borrow money for energy efficiency, renewable energy, and resilience building projects and make repayments via an assessment on their property tax bill. The program allows for clean energy, efficiency, and other environmentally beneficial investments in new construction, renovations, and retrofits of commercial and industrial properties through access to low-cost, long-term financing. Recently revised PACE legislation expanded eligible projects to include grid resiliency projects, electric vehicle charging infrastructure, stormwater management, environmental remediation, indoor air quality and the refinancing of previously completed projects. The C-PACE program is administered by the Virginia PACE Authority with support from Virginia Energy. To learn more about C-PACE, and find program guidance, forms and the application process, visit: <https://viriniapace.com/>.

Home Improvement/Energy Efficiency via HUD programs

Through the Community Development Block Grants (CDBG) and HOME Investment Partnerships (HOME) programs, the City of Charlottesville partners with the U.S. Department of Housing and Urban Development (HUD) and a number of community nonprofit agencies to support residential energy efficiency (EE) improvements for income-eligible homeowners. The CDBG and HOME programs provide critical funding to support:

- LEAP's Solar Readiness program, through which LEAP helps make homes in Charlottesville safer, healthier, and more affordable through roof repairs/rebuilds for income-eligible homeowners who could otherwise not afford them to make these homes eligible for solar panel installations through Dominion Energy's Low-Income Solar program. As a part of their work, LEAP often expands their impact for these homeowners by using additional funding sources to facilitate additional EE-focused improvements, such as replacements of outdated, energy inefficient appliances, light fixtures and electrical panels/wiring, among other improvements.
- Albemarle Housing Improvement Program's (AHIP) Charlottesville Critical Rehabs program, through which AHIP also facilitates EE-focused enhancements for income eligible homeowners where possible during the course of a rehab project, including replacing outdated, energy inefficient appliances, light fixtures and electrical panels/wiring, among other improvements.

Utilities-Led Efficiency Programs

Increasing awareness of energy efficiency programs provides an opportunity for improvement within Charlottesville Utilities' existing customer base. In the latest Gas Mitigation Survey conducted by the UVA Center for Research, approximately 70% of respondents reported being "not at all familiar" with attic insulation incentives. Additionally, around 57% were unfamiliar with the programmable thermostat program, and about 50% did not know about the income-qualified free weatherization programs.

In response, the Department of Utilities is developing a new campaign aimed at raising awareness of both existing and new energy efficiency initiatives. Information on Utilities-led programs is also available to community members through the Energy Resource Hub.

Attic Insulation Self-Assessment

According to Energy Star® (an energy efficiency program of the U.S. Department of Energy), 90% of homes in the U.S. are under-insulated. The Utilities' staff developed the [Attic Insulation Self-Assessment](#), a resource that helps customers better understand their attic's insulation needs. Each assessment includes a complimentary, personalized evaluation for attic insulation, and guidance to help maximize the attic's energy efficiency potential. Open to homeowners and renters with landlord approval, the self-assessment is available to all Charlottesville Utilities customers. Eligible homes include single-family homes, duplexes, and townhomes, with a focus on older properties. The self-assessment is 100% free to use and can be accessed via smartphone, tablet, or computer. This new program was launched in FY25.

Attic Insulation Rebate

Gas customers can maximize the most cost-effective way to improve their home's energy efficiency with upgraded attic insulation. 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 the insulation upgrade. This program was expanded this year to provide a \$500 rebate, up from \$300. 10 households took advantage of this program in FY25.

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. Air sealing should be done at the same time as installing upgraded attic insulation to maximize the effectiveness of both measures. This new program was launched in FY25.

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 control of a home's indoor air temperature remotely from a smartphone or tablet. Providing convenience, control, and insight, a smart thermostat helps deliver optimal performance of an HVAC system. This new program was launched in FY25.

Programmable Thermostat Rebate

A [\\$100 programmable thermostat rebate](#) is available to customers interested in this option, allowing them to program the indoor temperature of their home to adjust when they are at work, asleep, or on vacation. 19 households took advantage of this program in FY25.

No-Cost Home Weatherization for Income-Qualified Households

In July 2019, the Department of Utilities started a partnership with the Local Energy Alliance Program (LEAP) to offer income-qualified gas customers a program designed to help increase the overall energy efficiency of their homes. The [Charlottesville Gas Energy Efficiency Program](#) (CGEEP) provides qualified households with free home weatherization improvements and funds the replacement of inefficient natural gas appliances.

Since its launch, 217 gas customers have benefited from the program. Of the total CGEEP recipients, 72% were Charlottesville homeowners, and 55% had at least one family member aged 60 years or older living in the same household. In addition to single-family home customers, the weatherization program was extended to the energy efficiency improvement project performed at Westhaven Apartments.

The energy-savings in these homes can vary significantly depending on the original condition of the dwelling (from 3% to 51% reduction in gas consumption). On average, a 20% reduction in gas consumption during the winter months was noticed.

In the spring of 2025, income qualification criteria expanded once again, enabling more customers to take advantage of the program. Eligible applicants include those with household earnings of 80% or below Area Median Income (AMI), and if the account holder is 60 or older, earnings of 120% or below State Median Income (SMI) are accepted. To date, the Charlottesville Department of Utilities has invested \$282,000 in the CGEEP program. In FY2025, 37 households in Charlottesville participated in the program with an investment cost of \$58,485.

Clean Energy Tax Abatement Program

In order to boost uptake of solar, Charlottesville offers a tax incentive to both residential and commercial property owners who install solar. This incentive represents approximately 5% of system installation costs – more information about the program can be found on [the City's incentive website](#). Six property owners made use of this tax credit in FY25, representing over \$700,000 worth of solar installations.

Gas Decarbonization Study

Initiated in 2023, the Charlottesville Gas Decarbonization Study was completed in December 2024, with the results presented to City Council in March 2025. The final report includes the methodology, assumptions, and decarbonization analysis for Charlottesville Gas to meet its proportional emissions reduction targets. The study indicates that Charlottesville Gas is on track to meet the short-term 2030 carbon reduction target of 45% for City-only natural gas-related emissions using a combination of its existing initiatives and efforts, which include energy efficiency measures and certified carbon offsets. To meet long-term goals, the study examines how the utility can promote more efficient gas usage, procure lower-carbon fuel supplies, and continually enhance its system to reduce methane emissions.

Recognizing that there are potential decarbonization strategies and options that were not considered in the study, the Office of Sustainability will continue to explore and learn about additional opportunities for gas decarbonization and diversification of the utility business model.

Carbon Offset Natural Gas Program

Charlottesville Gas uses certified carbon offsets as part of its ongoing emissions reduction strategies. Certified carbon offsets have undergone third-party verification and certification processes to ensure that the carbon reduction or removal projects they support are credible, transparent, and permanent. The projects supported by Charlottesville Gas were verified by Verra and its Verified Carbon Standard (VCS) Program and by American Carbon Registry (ACR) and its stringent ACR Standard, both endorsed by the International Carbon Reduction and Offset Alliance (ICROA).

The investment in certified carbon offsets compensates for 25% of the emissions produced by natural gas in Charlottesville. Participation in the carbon offset program adds approximately 60 cents per month to the average bill for Charlottesville Gas customers. The carbon offset program has been generally supported, with 83% of respondents to Charlottesville Gas's residential survey, conducted by BeHeardCVA and the UVA Center for Research, indicating support for the existing program. Of the respondents, 43% support greatly expanding the offset program, 28% support slightly expanding the offset program, and 12% believe the program should remain as is.

Last year, four certified carbon offset projects were selected: Manantiales Behr Wind Farm (Renewable Energy), Bundled Solar Photovoltaic Project by ACME (Renewable Energy), Viet Nam Improved Cookstove Project by KCM (Clean Cooking), and Finite Carbon - Hiawatha Sportsman's Club IFM (Improved Forest Management).

Municipal Transportation Electrification

»» Transit Zero Emission Bus (ZEB) Transition

In February 2024, Charlottesville Area Transit (CAT) completed its Alternative Fuels Feasibility Study, which outlined plans for transitioning to a zero-emissions transit bus fleet. As part of this transition, CAT has begun working toward a pilot implementation of battery-electric buses (BEBs) and hydrogen fuel-cell electric buses (FCEBs). Two BEBs have been ordered and are anticipated for delivery in summer 2026, with another two BEBs planned for delivery in 2027. CAT staff are working to ensure adequate charging and fueling capabilities for their anticipated zero-emissions buses. They have completed planning for installation of DC Fast Chargers to serve their BEBs and have been joined by Office of Sustainability staff in multiple conversations with clean hydrogen producers and Virginia Energy regarding fueling of FCEBs planned for delivery in 2028. CAT is currently working on completing requirements to be eligible for future federal funding to support the ZEB transition.

»» EPA Clean School Bus Rebate

Charlottesville was awarded funding to support the purchase of two electric school buses from the 2023 round of the Environmental Protection Agency's (EPA) Clean School Bus (CSB) Rebate Program. Two Thomas "Jouley" buses were ordered in late 2024 and delivery of the buses is anticipated in late 2025. Rebate funding was officially received by the City in May 2025. Office of Sustainability staff, in coordination with CAT and CCS, applied for funding for two additional ESBs from the 2024 round of CSB rebates and are awaiting funding decisions from the EPA for this latest round of rebates. DC Fast Chargers for the buses are being provided by Dominion Energy through their Electric School Bus Charging Program, which provides no cost installation of V2G (Vehicle-to-Grid) charging infrastructure to support school bus electrification. The BEBs are eligible for IRS clean vehicle tax credits (\$40,000 per bus) which will be pursued by the Office of Sustainability.

☑ School Bus Electrification Transition Planning

In late 2024, Charlottesville applied for and was awarded a Clean Bus Planning Award to assess opportunities for further electrifying its school bus fleet. The award consisted of no-cost technical assistance from a third-part consultant (VEIC) via the National Renewable Energy Lab (NREL), as part of a joint initiative by the federal Departments of Transportation and Energy. A team of staff from City Schools, CAT, Public Works, and the Office of Sustainability have been involved in this project, which is assessing the viability of currently available electric school buses to meet the operational needs of the school system, as well as the long-term financial and environmental considerations associated with a transition to electric school buses. The high-level planning project is nearing completion, and we anticipate using the report to inform future purchasing decisions and understand where electric school buses can best be deployed.

+ Municipal Fleet Electrification

An all-electric Ford e-Transit cargo van joined Public Works' fleet this year. It is assigned to the Facilities Maintenance HVAC crew and can be spotted around town serving various city facilities. It joins six other all-electric vehicles in the City's fleet.

The ongoing Community EV Charging Infrastructure study (see more information below) includes an analysis of the City's light-duty vehicle fleet. This will help staff better understand the City fleets' charging infrastructure needs. Adequate charging is the first step in the successful integration of electric vehicles into the City's fleet.



Figure 6: Public Works added a Ford E-Transit cargo van to its Facilities Maintenance fleet this year.

Community Transportation Electrification

»» Community-wide EV Charging Infrastructure Study

As mentioned in the GHG Inventory section, electric vehicle adoption has been increasing rapidly in Charlottesville. However, the number of charging stations has not kept pace and the lack of charging locations is a known barrier to EV adoption. Given the large number of renters and other residents who cannot easily install home chargers, ensuring widespread availability of public charging will be essential in accommodating future electric vehicle growth. In November 2024, the Office of Sustainability engaged the Cadmus Group to examine future needs for EV charging and priority locations for charging within the City. This project will wrap up in Summer 2025, and the findings will be useful to encourage the development of additional EV charging throughout the City.

The study also includes an analysis of the City's light-duty vehicle fleet and can inform development of a Green Fleet Policy as well as assess the infrastructure needs for successful conversion of City vehicles to electric alternatives.

↻ EV Infrastructure Assistance Grant

In Fall 2023, the Climate Program renewed and relaunched the EV Charging Infrastructure Grant program. Since that time, the program has engaged with several interested businesses but has not yet provided any funds for infrastructure installation. The program is now being marketed through the Energy Resource Hub with the hope of supporting the build-out of our local charging network with a more targeted approach after the completion of the Community EV Charging Infrastructure Study.

»» E-Bike Incentive Pilot Program

In January of 2025, Neighborhood Development Services (NDS) and the Office of Sustainability worked together to launch a pilot [e-bike incentive program](#). In a small, hilly city like Charlottesville, e-bikes are a good alternative to cars for many people. Reducing the number of cars on the road has many benefits: less traffic, cleaner air, and of course fewer emissions. The e-bike program helps people access e-bikes by providing \$1000 mini-grants to residents that can be used at one of the three local bike shops to purchase an e-bike of their choice. The program offers 25 mini-grants each quarter, and community members must sign up for the drawing each cycle. As of the publication of this report, two cycles of the program have run, with over 1000 community members signing up for each time.

E-bike Program staff are aware that \$1000 may not be enough of an incentive to support some community members in accessing an e-bike and are currently working with the Departments of Human and Social Services to design a program to assist their clients.



Figure 7: Happy community members picking an e-bike mini-grant voucher.

Community Transportation Improvements

Bicycle Infrastructure & Micromobility

The City recognizes that making it safer and easier to travel by bicycle is key to increasing the number of community members who choose to get around by bike. Making improvements to bicycle infrastructure and increasing the bikeability of the City are key actions in the Climate Action Plan. The those ends, City staff made the following improvements to bicycle infrastructure in FY2025:

- Through the Safe Routes to School program, the City piloted a new traffic configuration on Belmont Avenue to improve student safety during morning arrival, which included a new bike lane.
- The City is expanding its school bike fleet, adding around 60 bikes to the existing fleet of 95 bikes, in order to open usage to afterschool and Parks and Recreation summer programs. New bikes will be delivered in late 2025.
- The City is working with VDOT to finalize a recommended design for a protected bikeway on 5th Street Southwest between Cherry Avenue and 5th Street Station.
- Neighborhood Development Services (NDS) has deployed over 200 new bike racks since 2023 and continues to look for new opportunities for publicly accessible short-term and long-term bike parking locations.
- Launched [BikeCville.com](https://www.bikecville.com), a new regional brand and website for promoting biking and providing rider resources during a successful Bike Month in May. The website's calendar advertised dozens of Bike Month events, including Family Bike Day, Saturday Morning Easy Rides, Fridays After 5 Bike Valet, and the Family Bike Parade.

Veo continues to serve the City as a permitted dockless mobility service. Veo saw 251,156 rides on its scooters and e-bikes in 2024, covering 302,225 miles of travel in the City. A survey of Veo's local customers found that 78% of users have been able to decrease car use. Along with reducing car trips and associated emissions, Veo also found that 17% of its users did not have a driver's license, which demonstrates the critical role Veo serves in fulfilling the City's goal of providing mobility options for all.

New Sidewalks & Pedestrian Infrastructure

Improving pedestrian infrastructure and making it easier, safer, and more pleasant to walk are key ways to support community members in choosing walking as a viable transportation alternative. The following pedestrian infrastructure projects and improvements were worked on in FY25:

- Completed sidewalks on Azalea Drive, Quarry Road, Monticello Avenue, Hillcrest Drive, and Belmont Avenue. City Council adopted a capital budget for new sidewalks in FY26 that is nearly 10 times larger than previous years. The FY26 operating budget includes a new concrete crew in Public Works to accelerate the construction of new sidewalks.
- Identified and began deploying 67 "quickbuild" projects to improve pedestrian safety. These include pilot testing of new devices like speed tables, mini-roundabouts, synced "No Right on Red" variable signage with pedestrian push buttons, and rapid flashing beacons.
- Adopted Move Safely Blue Ridge Regional Safety Action Plan and developed designs for a demonstration project to improve pedestrian safety on East High Street.

- Kicked off new STARS studies with VDOT to develop recommendations for pedestrian improvements in two areas within the City with heavy traffic: US29/Emmet Street between Barracks Road and Hydraulic Road and the intersection of West Main Street, Ridge Street, South Street, Water Street, and Ridge-McIntire Road.



Americans with Disabilities Act (ADA) Projects

Charlottesville is committed to becoming compliant with the Americans with Disabilities Act (ADA). When it is safe and easy for community members of all abilities to get around the city without a car, it means increased walk- and bike-ability for everyone. The City is working to complete its ADA transition plan, which has identified ADA-compliance issues throughout the City's pedestrian network. City Council adopted a capital budget of \$8.7 million over the next five years to address the priorities of the ADA transition plan quickly upon the plan's adoption.

Nature Based Solutions

»» Urban Forest Management Plan

In 2023, the City received a \$150,000 grant from the United States Department of Agriculture Forest Service Urban and Community Forestry Inflation Reduction Grant Program to support Urban Forest Management Planning. In 2025, the grant was one of many terminated by the federal administration. Components of the project scope that have been able to be completed include an updated tree canopy assessment and historic analysis, on-the-ground vegetation analysis, and updated street tree inventory. The team is exploring options to fund the remainder of the scope, involving the development of a comprehensive, adaptive management plan that aligns with related, relevant materials, including the current Comprehensive Plan, the Climate Action Plan, and the Climate Risk and Vulnerability Assessment.

↻ Urban Tree Planting

Each year, the City plants new trees in City rights-of-way, schools and parks. Tree planting on City property is carried out by Park and Recreation Department staff and managed by the City's Urban Forester, who is tasked with monitoring and caring for all trees on City-owned property.

In Fall 2024, 152 trees were planted in public rights of way, schools, and parks. An additional 22 trees were planted by volunteer organizations in select parks in the Fall of 2024. Spring of 2025 showed the installation of 21 trees in City Parks and Rights of Way. Projected plantings for Fall 2025 include 150-170 trees (2" caliper), with an additional 20-30 trees planted by volunteer organizations (Charlottesville Area Tree Stewards and Re Leaf Cville).

↻ Invasive Species Management

In the Fall 2023, Parks and Recreation initiated an ambitious forest restoration initiative to manage invasive species in select locations throughout the city. The overarching goal for these projects has been to increase tree canopy by removing invasive vines from mature trees (liberating trees on management sites and preserving the trees we have) and removing invasive shrubs/small trees/vines from a growth space so replacement trees and native groundcovers can become established (planting trees that will contribute to increased tree canopy). Management plans were created for each individual management area (park/easement), each with specific timelines and objectives.

In general, management objectives for each management area included:

- Control/contain invasive vegetation on urban forestland to eliminate seed sources and provide conducive environment for replacement vegetation
- Restore native vegetation
- Preservation of water quality and stream bank integrity
- Enhance existing wildlife habitat
- Preserve/enhance recreational integrity of property
- Public Education (regarding invasive plant ecology, wildlife enhancement, outdoor recreation, and site restoration)

The Invasive Vegetation control/containment continued in 2024, with active management generally divided into two separate activities: forestry mulching (September 2024– March 2025) and chemical control/monitoring through summer of 2025. Parks and Recreation carefully selected new focus areas, with primary intentions of expanding the new program to new sites and diligent maintenance of older sites

where restoration efforts are just starting to become evident. In total, 22.52 additional acres have been subject to active restoration management; bringing the total acreage for Parks and Recreation's invasive control efforts over all management units to 42.42 acres.

Charlottesville Invasive Plant Partnership

The Charlottesville Invasive Plant Partnership (CHIPP) is a coalition of groups that work together to protect Charlottesville's tree canopy from invasive vines. The participating partners in CHIPP include: Parks and Recreation, the Office of Sustainability, the City Tree Commission, Charlottesville Area Tree Stewards, Rivanna Conservation Alliance, Blue Ridge PRISM, Piedmont Master Gardeners, Rivanna Master Naturalists, Virginia Native Plant Society, ReLeaf Cville and the Botanical Garden of the Piedmont. CHIPP volunteers work together to organize neighborhoods through engagement with community members and Neighborhood Associations to manage invasive vines on private property. They lead neighborhood walks, presentations, demonstrations, and organized workdays to help neighbors understand the importance of protecting mature trees from vines and training people how to safely remove them.

Between September 2024 and June 2025, CHIPP launched pilot programs in the Kellytown and Little High neighborhoods, making connections with neighborhood leaders to learn about each neighborhood's unique needs. Each pilot began with a neighborhood walk, followed by invasive identification trainings, vine removal demonstrations, and designated workdays for invasive removal. In Kellytown, 378 properties were surveyed, with 151 identified as having trees with invasive vines. Nineteen CHIPP and neighborhood volunteers removed vines from 140 trees in the Robinson Woods HOA Forest. In Little High, 295 properties were surveyed and 147 had affected trees; 19 volunteers removed vines from 78 trees. These pilot programs are ongoing and will continue to promote awareness and education, hands-on demonstrations, group workdays, and encourage follow-through on the removal of vines from at-risk neighborhood trees.



Figure 8: CHIPP volunteers at Washington Park after completing a survey of the trees in the Kellytown neighborhood in March 2025.



Energy Saving Trees Program

In Spring 2022, the Utilities Department began partnering with the Arbor Day Foundation and its Energy-Saving Trees Program. This program gives away free trees to Utilities' customers in Charlottesville to strategically plant on their property, providing energy- and cost-saving benefits to their households and the broader community. Strategically planted trees provide cooling shade from the sun in warm months and act as a barrier to cold winds during the winter months. In Fall 2024, Utilities increased the frequency of the Energy-Saving Trees Program to occur twice a year, once in the spring and once in the fall. In FY25, 340 trees were given away to community members.



Schenks Branch Restoration Project

In Spring 2024, the City's Water Resources Protection Program completed the Schenks Branch Restoration project. The project involved the restoration of 840 linear feet of Schenks Branch Tributary, a stream in McIntire Park that runs through the Botanical Garden of the Piedmont (BGP). The restored section extends from the railroad right-of-way to the John Warner Parkway bridge overpass.

With a grant from the Stormwater Local Assistance Fund (SLAF) and supplemental funds from the City's Stormwater Utility Capital Improvement Program (CIP), the City partnered with the environmental engineering firm Hazen and Sawyer, the Virginia Department of Environmental Quality (DEQ), and the BGP to design and implement innovative techniques to restore the stream. The project addressed severe erosion that was causing significant deterioration of the stream, sending excessive amounts of sediment

and nutrient pollution downstream. Additionally, the deteriorated stream provided poor habitat for aquatic and riparian plant and animal species and was largely inaccessible to the public.

Restoration took six months to complete, from Fall 2023 to Spring 2024. Construction involved grading the steep banks of the stream, raising the stream bed and connecting it to a new floodplain, and realigning the stream into a more stable pattern. The work necessitated the removal of the existing vegetation and trees along the stream, but many of the trees were being undermined by the eroding stream banks and invasive plant species were prevalent. The City and BGP developed a revegetation plan that resulted in the planting of over 1,400 new native trees, shrubs, and herbaceous plants.

The restoration has helped the City meet regulatory requirements, improved the health of our local waterways, and enabled the public to access and enjoy a thriving natural area that has been seamlessly integrated into the Botanical Garden of the Piedmont.



Figure 9: Before and After views of Schenks Branch. The restored stream is adjacent to the Botanical Garden of the Piedmont, near Charlottesville High School.

Community Waste Reduction



Composting Program

Public Works, Parks & Recreation, and the Office of Sustainability work in partnership to offer compost collection to Charlottesville residents. A seasonal compost drop-off station at the City Market is provided on Saturdays during the market season, including the Holiday Market. There has been a fairly significant change to the market program from 2024 to 2025. Parks staff has assumed full management of the compost collection bins and there is no longer a staffed composting booth at the Saturday Market. Over the past few years, there has been a significant drop in traffic to the booth and the decision was made to shift resources towards expanding the number of drop-off locations rather than staffing the booth.

There is also a year-round 24/7 drop-off location in the downtown area. Expansion of that program by establishing additional drop-off locations in other areas of the City is underway. Both programs are serviced by Black Bear Composting. In 2024, Charlottesville residents dropped off 7.01 tons of compostable food scraps, down from a program high of 9.5 tons in 2023.

Additionally, Public Works collects leaves through the Fall City leaf collection program and delivers them to Panorama Farms for composting.

Resilience Building

»» Resilient Together

Resilient Together, the City, County, and UVA collaborative climate adaptation and resilience planning project, which kicked off in the Fall of 2023, continued in 2024. An October 2024 [progress report](#) summarized the themes heard during the “Discover Phase” and presented the project’s guiding principles and long-term goals. In November, the project team gave a presentation to a joint meeting of the City and County Planning Commissions, the first joint PC meeting in several years.

After the completion of the Discover Phase, project staff transitioned to the Define Phase, which involved the distillation of a list of potential resilience strategies that our community could adopt to prepare for the impacts of climate change. In the first half of 2025, the team has been meeting with staff from across the three partner organizations, meeting with community-based organizations, and holding resilience focused community design workshops to refine the strategies and gain local context from community members. This part of the project is referred to as “the Design Phase”.

The project is nearing readiness to being writing the plans. Charlottesville, Albemarle, and UVA have been working together at every step of the project, but will develop separate plans in parallel, so that each jurisdiction’s elected body will be presented a jurisdiction-specific plan for adoption. Climate adaptation and resilience planning is a requirement of the City’s commitment to the Global Covenant of Mayors for Climate and Energy. Office of Sustainability staff plan to bring the Resilience Plan forward for adoption as an amendment to the Comprehensive Plan, as was done for the Climate Action Plan.

More information about the project is available at www.resilient-together.info.

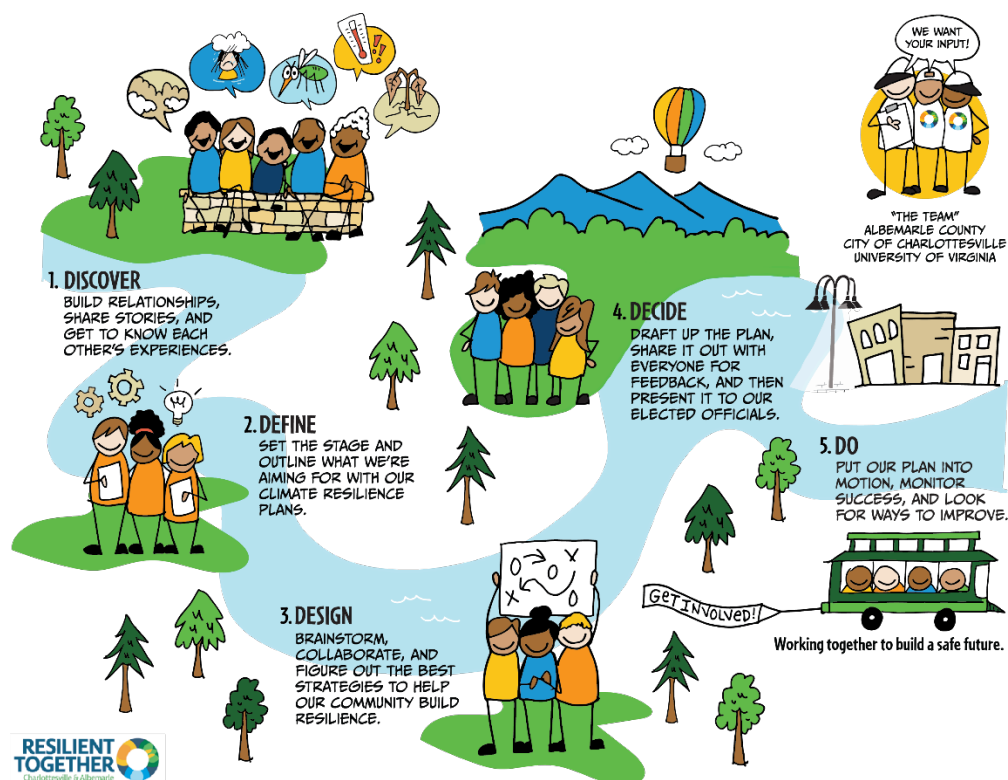


Figure 10: Journey map outlining the five phases of the Resilient Together project.

Climate Resilience Cohort

The impacts of climate change will not be felt equally across the community, and people who are already vulnerable will feel the effects first and most. For example, elderly people, children, and people who work outdoors will be more impacted by extreme heat or poor air quality. People without housing will be impacted by every kind of extreme weather event. Developing plans that center the needs of our most vulnerable community members will result in plans that ultimately keep us all safer and healthier as the impacts of climate change increase. For this reason, the Climate Resilience Cohort (CRC) was formed as a central part of the Resilient Together Project. The CRC is a group of nine community-based organizations that serve some of our most vulnerable community members to support the Resilient Together project team with community engagement, development of the plans, and implementation of community-led resilience projects.

In October 2023, the Resilient Together Project was selected to receive \$460,000 to fund the CRC through the EPA's Environmental Justice Government-to-Government (EJG2G) program. The team moved forward with selecting the organizations who would be sub-grantees and project partners through a competitive application process. Each organization would get up to \$15,000 for supporting engagement and plan development (Phase 1) and another \$25,000 in seed funding to develop and implement resilience projects (Phase 2). The first CRC meeting was held in September 2024 to begin onboarding the participating organizations and planning for community engagement events.

In March 2025 Albemarle County, the lead recipient of the EPA grant, received a letter of cancellation of the EJG2G grant and was ordered to stop all work on the CRC project. This led to a period of uncertainty around how to move forward with this important piece of the larger Resilient Together project. Charlottesville and Albemarle are working together to co-fund Phase 1 of the planned CRC work and although delayed, are moving forward with that part of the Cohort's work. All project partners have remained committed to participating in some way with community engagement and in the development of the Resilience Plans. However, there is disappointment with the loss of federal funds that were programmed to directly support community-led resilience projects on the ground in Charlottesville and Albemarle, as that project funding was a driving part of what motivated and enabled community groups, who are already working to support vulnerable community members, to participate in the project.

»» City Environmental Regulations Review

During the process of drafting the Charlottesville Development Code, there were numerous requests for changes to the City's environmental regulations, addressing topics such as critical slopes, stream buffers, stormwater management, green buildings, and other rules related to reducing the risk of climate change and increasing climate resilience. An Environmental Policy Review and Ordinance Revisions project has been initiated by NDS, with anticipated coordination with several other City stakeholders. The purpose is to develop a new policy framework, implementation recommendations, and regulatory revisions to align the City's regulations for natural resources with the Comprehensive Plan. Information-gathering was initiated in FY25 with plans to complete project scoping effort in Summer 2025. The project is anticipated to take 2 years to complete.

Other Program Activities

Community Education & Outreach Work

A large part of the work of Climate Program staff is helping both community members and staff across the City organization understand their role in reaching our community climate goals. When working with community members, we strive for clear, simple communication and try to make climate solutions accessible. When working with other departments, we aim to be a partner and resource through information sharing, staff support, and sometimes financial support.

Office of Sustainability staff strive to have an active and visible presence in the community and participate in a wide variety of public-facing activities throughout the year. From presenting at public meetings, guest lecturing at schools (elementary through college!), participating in community events, and appearing in local media, OS staff work to help the Charlottesville community understand their role in saving energy and protecting our shared environment. A few highlights from FY2025 include:

- Westhaven Community Day (August 2024)
- Several EV showcases (both public- and staff-facing)
- Panel participation at the Virginia Clean Energy Summit (October 2024)
- Hosted a “Climate Action Trek” in partnership with UVA’s Career Center for Public Service Awareness week
- A presentation by the Resilient Together project team to a joint session of the City & County Planning Commissions (November 2024)
- Several guest lectures at UVA (Public Policy & Climate Justice)
- An E-bike Demo in collaboration with NDS and local bike shops
- Tabling at many local events including Pride, VegFest, Grand Illumination, UVA EcoFair, Riverfest
- Kid-friendly activity booths at Kid*Vention and CCS STEM-Fest
- Panel Participation focused on Community Resilience at TomTom (April 2025)

The Office of Sustainability’s approach to education and outreach is grounded in relationship-building and amplifying the contributions of City staff, residents, and partners who are advancing climate action in our community. Through events, programs, public gatherings, and hands-on initiatives, we have been able to strengthen existing partnerships with other City departments, Charlottesville City Schools, the Jefferson-Madison Regional Library and build new partnerships through Resilient Together and the Charlottesville Invasive Plant Partnership. To increase our reach and elevate “climate connections” across sectoral and organizational boundaries, we have developed new tools for engagement such as the Charlottesville Climate Cafe Series (climate-focused community connection events), the Mobile



Figure 11: Office of Sustainability Director Kristel Riddervold helps a young visitor with an activity at Kid*Vention in April 2025.

Resource Hubs in the Central Library (information stations with resources and materials related to climate action), and informational and supportive materials used during extreme heat events.



Figure 12: FY25 Office of Sustainability outreach and education materials. L: Mobile Resource Hub at the Central Library. C: A sign marking the Central Library as a Cooling Center and helping community members understand the dangers of extreme heat. R: Tabling materials.

Climate Kits

In May 2025, all 4th and 5th graders (over 700 students) at CCS received Climate Action Kits created by the Community Climate Collaborative (C3) and the Virginia Discovery Museum in partnership with the Climate Program and EWMP. The kits were designed to help students gain a greater understanding of home water and energy use and climate emissions, while connecting families to local climate solutions and energy savings resources. Materials were translated in Spanish, Dari, and Pashto to increase access to this resource. [A special video was developed to introduce the kits to the students and included a special message from Mayor Wade \(LINK\).](#)



Figure 11: Kids at Walker Elementary school loved opening their climate action kits. The kits were full of fun activities to help CCS students learn about acting on climate!

Curriculum & Schools

The Energy and Water Management Program (EWMP) engages Charlottesville City Schools (CCS) directly to educate the staff and students about their buildings and empower them to contribute to the efficient performance of the facility. The EWMP has developed energy and water education tailored for CCS curriculum and has incorporated lesson plans into the CCS Science Pacing Guide. These materials are available to all science teachers with the resources necessary to deliver the activities. Additional

activities will be added to cover additional climate-related topics. All activities align with grade relevant Standards of Learning (SOLs) and state science curriculum.



The EWMP distributed mirror clings with water saving messages and light switch reminders to all schools. School visits and direct engagement with students occur throughout the school year including classroom visits, attending career fairs, and supporting the City’s Community Youth Attention Internship Program to support climate and efficiency programs. They also message out seasonal reminders to staff around no space heater use in CCS buildings and energy and water conservation reminders before heading out for holiday breaks.

Climate Café Series

Since December 2024, the Office of Sustainability and the Community Climate Collaborative (C3) have jointly hosted a bi-monthly “Climate Cafes” in which community members gather to share resources, upcoming volunteer opportunities, and learn from City Sustainability staff, C3, and that month’s featured partner. Each Café in the series has a different theme, and featured partners so far have included Generation 180, The Charlottesville Invasive Plant Partnership, the Local Energy Alliance Program, and Resilient Together. Beyond sharing updates and opportunities, the Climate Café series offers a welcoming space for reflection and action. Attendees have the chance to connect with community members who share their interest in local climate solutions but also acknowledge the emotional dimensions of climate change by providing space to process climate anxiety and foster community connection.



Figure 14: Images from recent Climate Cafes, held the second Friday of every other month at The Bradbury on the Downtown Mall.



Working in a Sustainable Environment (WISE) Program Launch

City leadership has issued a directive to “Operationalize Sustainability” and make sure climate action is happening across every department. The Working In a Sustainable Environment (WISE) Program is an initiative led by the Office of Sustainability to help City staff integrate sustainability and climate practices into their everyday work. The program aims to achieve policy adherence across the organization,

operationalizing both the City’s Climate Action Plan as well as the Energy and Water Management policy through practical, team-based efforts that promote water and energy efficiency, reduce greenhouse gas emissions, and promote overall well-being.



In the inaugural year, the team worked to launch the WISE program in a way that was fun and accessible for City staff. To maximize visibility, a memorable logo was designed and energy and water saving workplace reminders for light switch and near water faucets were distributed. Additionally, a series of events were hosted to engage staff around the idea of working in a sustainability environment in unique ways. These events included a plant swap, extreme heat first aid training, and co-branded of events with other City Departments like the EV showcase and educational bike and pedestrian safety content.

Lastly, to further inform the design and rollout of the WISE program, Office of Sustainability staff conducted focus groups with 22 colleagues who were prompted to provide feedback on the structure of a more formal WISE Workplace certification process, the priorities of the WISE program, and preferred communication strategies. All these efforts reinforce WISE’s goal to make sustainability tangible, actionable, and relevant to all staff regardless of the nature of one’s role and help foster a City-wide culture of stewardship and resilience.



Figure 15: Images from several WISE events throughout the year: staff attend a focus group to help inform program design. The inaugural Earth Day plant exchange was very popular!

Policy and Regulatory Activity

As stated in the CAP, the City has routinely taken the opportunity to provide public comment or adopt a resolution on various climate and clean energy legislative and regulatory items. Office of Sustainability staff continued to participate in advocacy at the state level around decisions or policies that shape our work, including through active participation in the Virginia Energy and Sustainability Peer Network (VESPN) which receives support from the Southeast Sustainability Director’s Network (SSDN) and assists local government sustainability staff across the Commonwealth to understand, engage in, and advocate for climate-friendly state policies.

This year, the City of Charlottesville engaged on the following state energy and climate issues:

- State Corporation Commission’s (SCC) proposed amendments to the Regulations Governing Shared Solar Program, requesting that the rules adopted go further to establish a baseline of benefits to be considered in calculating the minimum bill and a determination of how much capacity will be made available. An effective Shared Solar Program can provide renters and low-income community members with an easy way to access a clean energy option for their electricity usage, helping contribute to our climate goals and equitably increasing access to solar energy across Virginia.
- Virginia Electric and Power Company (Dominion Energy)’s proposed Integrated Resource Plan (IRP) filed October 15, 2024, to the SCC noting failure to comply with the carbon reduction requirements outlined in the Virginia Clean Economy Act and need to fully develop energy efficiency and demand-side management programs prior to the addition of costly generation systems.

As mentioned in last year’s report, the City of Charlottesville’s participated in a 2024 amicus brief for a legal case related Virginia’s withdrawal from the Regional Greenhouse Gas Initiative. The revenue generated through RGGI is used for low-income home weatherization work and community flood preparedness, both of which impact Charlottesville’s sustainability work. Staff continue to closely track the related legal proceedings.

Community-Led Initiatives Updates

Charlottesville's Climate Action Plan is a community-wide plan with GHG reduction goals that require action and involvement by the whole community. While the City as a local government can and should be leading many projects, programs, and initiatives, progress is dependent on many other community groups doing important climate work. Below are updates provided by some of the organizations we partner with or who lead work in this space.

Community-led Solar and Electric Vehicle Adoption

In 2024, Charlottesville residents and businesses applied for 79 permits for installing rooftop solar panels and 27 permits for installing at-home electric vehicle charging. While solar installations have declined since their high in 2022, this is the highest number of annual EV charger installs, up nearly 70% from 2023.

In addition to the increase in residential charger installations, electric vehicle adoption has continued to increase rapidly within the City. In 2024 there were 1,023 electric vehicles registered in Charlottesville (including both plug-in hybrid and fully electric vehicles), representing 3.5% of all vehicles in the City and an increase of 37% from 2023.

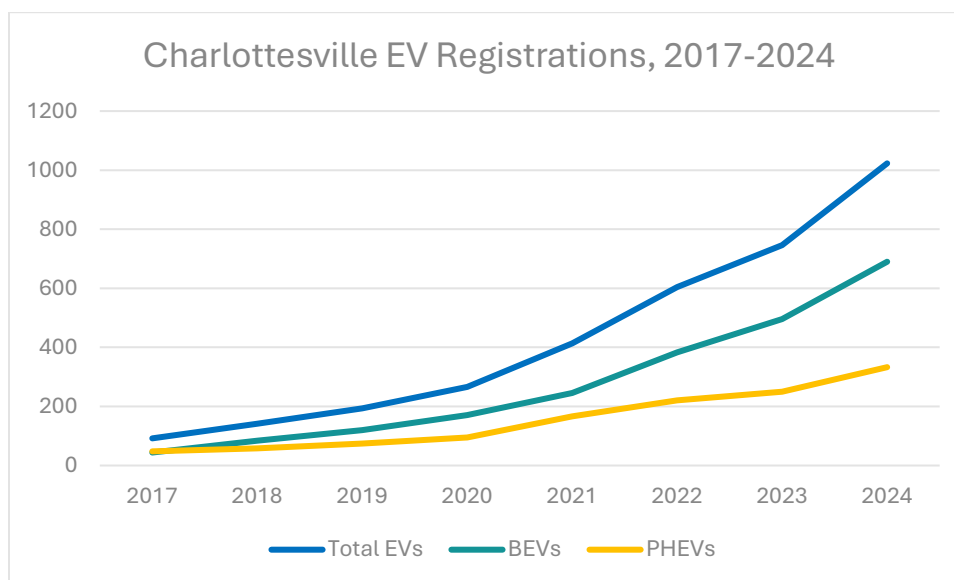


Figure 16: Graph showing the number of electric vehicles registered in the City of Charlottesville from 2017 thru 2024.

Community Climate Collaborative (C3)

Green Business Alliance

The Green Business Alliance now stands at 26 member organizations. Total emissions reduction are nearly 8,000 metric tons, and the first cohort (original 15 members) is at 40% emissions reduction, with one year left to achieve their 45% reduction goal. This has been accomplished by a collective effort focused on energy efficiency, solar power, and fleet management and vehicle conversions. Members have also engaged in secondary actions such as creating Climate Action Plans, installing EV charging,

implementing on-site composting, and providing green benefits to employees to encourage non-car commuting and help access in-home climate solutions like solar and EVs.

Community Outreach

C3 hosted its third annual Party for the Planet in October of 2024. The Party for the Planet brought together more than 400 attendees to learn about ways they can take action for climate in their community. Attendees were able to sign up for solar assessments, energy efficiency audits, composting, and EV test drives while learning about other non-profits in the community who are working to build a livable and sustainable future. C3 also gave out awards for outstanding businesses, advocates, and nonprofit organizations who are taking action to improve our community. In partnership with Charlottesville's Office of Sustainability, C3 began hosting Climate Cafe's bimonthly on different topics, starting in December 2024 with a Cafe focused on EV resources. Other topics since then have included native plants, and access to solar.

Climate Kits for Kids

C3 delivered Climate Activity Kits to all of the City elementary schools for the fifth year on May 16, 2025 in 4 languages. Fifth grade students at Walker Upper Elementary helped unload the truck and some acted as kit ambassadors for the classrooms. These ambassadors learned about the kit contents and were equipped to facilitate meaningful engagement with their peers. Climate Kits this year also included an e-bike I-Spy to link to the City's new e-bike voucher program. Also included was an Energy Resource Hub workbook for families.

Energy Resource Hub – Climate Services and Commercial Education

C3 has served over 20 Charlottesville-area non-profits and local businesses in the past year with free energy walkthrough and analysis services. C3 also delivered two educational workshops to community non-profits to teach about energy and climate solutions in commercial buildings. One was for faith organizations and the other for general community-serving NGOs. This work is now directly supported through the Energy Resource Hub.

Transportation Equity

C3 led youth and community members in successfully advocating for the City to pursue additional electric bus funding, strengthening local transit sustainability. In partnership with transportation and public health planners from Albemarle County, Charlottesville, and UVA, C3 also secured VWAI funding for a community guidebook on walkability quick-builds in Charlottesville, incorporating local artists into the project. Additionally, with the backing of 22 organizations and numerous community members, C3 played a key role in securing dedicated climate funding in Albemarle County to improve cross-jurisdictional collaboration with the City and expand community access to climate-forward programs, including the e-bike lottery.

Energy Equity

To advance energy equity, C3 convened solar industry experts and hosted a public workshop ahead of Albemarle County's Draft Solar Ordinance hearing, helping approximately 20 local residents and advocates—many of them teens—prepare to give informed public comment. Around a dozen participants later spoke in support of policies that encourage local solar development, especially projects with co-benefits like agrivoltaics. Additionally, C3 collaborated with Livable Cville to publish a blog response to the Charlottesville Gas Decarbonization study, hosted educational meetings with local

decision makers, and held a well-attended hybrid panel at the Central Library on carbon offsets and their role in gas utility practices, drawing about 30 registered attendees.

Youth Internships and Green Teen Alliance

Working together, students in the City and County have raised their voices for issues in the City that affect them. In December 2024, we had several teens attend City Council to talk about why it was important to them that the City to apply for additional funding for Zero Emission School Busses.

Local Energy Alliance Program (LEAP)

In 2024, LEAP performed 193 assessments in Charlottesville, with 62% (120) of those assessments being income-and-age qualifying. The others were Market Rate clients. LEAP also completed 55 solar installs for the City of Charlottesville - 51 of which were through Dominion's low-income solar program and 4 through Solarize! Virginia. We performed additional weatherization services on 71 homes after they received their assessments.

Piedmont Housing Alliance

Kindlewood Redevelopment

Phase 1 of the Kindlewood redevelopment was completed in 2024, and its residents are actively benefiting from the rooftop solar installations and high energy efficiency standards that directly reduce their utility bill costs.

Phase 2 of the Kindlewood redevelopment broke ground in January of 2025; construction is expected to be completed in 2026. This Phase will begin construction of Kindlewood park, a resident-designed open space that will include native plants and trees, shade structures, playground structures, and a sports court. Kindlewood Park will also include a community garden to be operated by Cultivate Charlottesville.

Phase 2 will also include the Community Resource Center (CRC) which will contain Piedmont Housing Alliance's new office spaces, community spaces, and an early learning center. The CRC will have roof-mounted solar panels and a Battery Energy Storage System that will allow the facility to continue essential operations for residents in grid-down scenarios and act as a resilience center.

All Phase 2 Buildings will implement rooftop solar as well as adhere to Enterprise Green Community and Zero-Energy Ready Home certification standards of energy efficiency.

Green Business Alliance and Partnerships

Piedmont Housing Alliance (PHA) continues to be a Green Business Alliance partner and participate in the events and opportunities it provides while reporting all our development's common area electricity usage for progress reports in reducing our carbon footprint across all our operations. Additionally, PHA is beginning to engage in conversations regarding potential partnerships for Electric Vehicle (EV) Charging Stations to be installed at our pipeline developments and available for our residents' use.

Inflation Reduction Act Bootcamp

PHA was not awarded Phases 2 or 3 of the Department of Energy's Community Power Accelerator, but with the initial funds from Phase 1, PHA created the Solar Development Project Manager position to oversee the development of solar, battery backup, EV charging stations, and energy efficiency at existing and pipeline PHA developments, while participating in policy and advocacy in the community of large scale, affordable renewable energy.

PHA has also been implementing the Department of Energy’s Low Income Communities Bonus Credit program, which adds an additional 20% tax credit to the Inflation Reduction Act’s 30% Solar Investment Tax Credit for eligible and qualifying communities.

Policy and Advocacy Initiatives

PHA joined the Climate Resilience Cohort – a partnership between The City of Charlottesville, Albemarle County, and the University of Virginia – to collaborate with other local nonprofit organizations in creating events that promote community participation in climate resilience discussions and local policy.

PHA also worked with the Virginia Department of Energy to inform their application for the EPA’s Solar for All program to ensure alignment with our goals and opportunities for capacity building for organizations like ours. Executive Director, Sunshine Mathon, was appointed to the Virginia Solar for All advisory board (Note: PHA was recently informed that this advisory board is now defunct).

Piedmont Master Gardeners

Healthy Landscapes Program

The Healthy Landscapes Program empowers residents of Charlottesville and Albemarle County to transform their yards into climate-resilient, ecologically beneficial spaces. By promoting native plantings, water conservation, and reduced chemical use, the program directly supports urban biodiversity, water quality, and climate adaptation goals. In 2024, 47 volunteers conducted 52 site visits, engaging 72 homeowners and addressing invasive species on every property. This initiative not only enhances local ecosystems but also fosters community-wide environmental stewardship through personalized education and outreach.

Healthy Virginia Lawns (HVL)

The Healthy Virginia Lawns program advances sustainable land care by guiding homeowners in science-based lawn management practices that reduce chemical runoff and greenhouse gas emissions. In 2024, Piedmont Master Gardeners evaluated over 218,000 square feet of lawn across 20 site visits, introducing new tools and a revised Nutrient Management Plan. This initiative supports the CAP’s goals for water quality, sustainable land use, and emissions reduction while building public awareness of environmentally responsible lawn care.

Home Landscaping Partnership with Habitat for Humanity

This collaborative project with Habitat for Humanity integrates sustainability and equity by helping new homeowners in Southwood Village design and install low-maintenance, climate-adaptive landscapes. In 2024, 16 volunteers landscaped eight homes, contributed 111 hours, and distributed \$2,400 in plants and garden tools. Through community events and outreach to builders, the project promotes biodiversity, water-wise practices, and neighborhood resilience, aligning with CAP goals for inclusive climate action and urban ecology.

Rose and Pollinator Garden at The Center at Belvedere

The Rose and Pollinator Garden serves as a vibrant educational hub that demonstrates pollinator-friendly and organic gardening practices. With 80% native plantings and extensive public engagement through signage, workshops, and events, the garden supports biodiversity, climate resilience, and sustainable landscaping. In 2024, 15 volunteers contributed 335 hours, reaching over 100 community members. This living classroom exemplifies how public spaces can foster environmental awareness and ecological stewardship.

Sentara Martha Jefferson Hospital Demonstration Garden

This demonstration garden near the cancer treatment center offers a restorative, educational space that models sustainable landscaping with over 70% native plants. In 2024, 21 volunteers contributed 273 hours to maintain the garden, install interpretive signage, and host public workshops. The garden enhances urban ecology, supports pollinators, and builds climate resilience through diverse, seasonally adaptive plantings—making it a vital asset for both community well-being and environmental education.

Horticultural Help Desks (Main & Mobile)

The Horticultural Help Desks are a cornerstone of public outreach, providing year-round, science-based guidance on sustainable gardening, soil health, and climate-resilient practices. In 2024, 44 volunteers logged over 1,300 hours at the Main Help Desk, responding to 584 inquiries, while Mobile Help Desks reached hundreds more at 17 community events. These services empower residents to adopt low-impact gardening methods, reduce waste, and support biodiversity, directly advancing CAP goals for education, conservation, and resilience.

Plant Virginia Natives Campaign & Community Information Racks

Through strategic partnerships with local retailers and public venues, this initiative promotes native plant use and sustainable gardening. In 2024, 23 volunteers distributed nearly 6,000 brochures and labeled over 12,000 native plants, helping consumers make climate-smart choices. By increasing access to eco-friendly landscaping resources and engaging the public in biodiversity conservation, this campaign supports CAP objectives for sustainable consumption, habitat protection, and community education.

Speakers Bureau & Educational Workshops

The Speakers Bureau delivers targeted presentations on sustainable gardening topics such as composting, biodiversity, and native plants. In 2024, 13 presentations reached over 300 attendees, with high satisfaction and strong intent to implement learned practices. These workshops foster behavior change, build ecological literacy, and support CAP goals for emissions reduction, soil health, and habitat protection through accessible, community driven education.

Garden Basics Workshops

Garden Basics introduces foundational horticultural practices to novice and intermediate gardeners, emphasizing sustainability and climate resilience. In 2024, nine sessions engaged 266 participants, with 99% reporting the content met their needs and 86% planning to apply what they learned. With strong volunteer support and partnerships with local organizations, this program advances CAP priorities in soil health, biodiversity, food systems, and equitable access to environmental education.

ReLeaf Cville

Releaf Cville, a project initiated by the City's Tree Commission, promotes tree planting, tree-canopy preservation, and education. To support their ongoing Neighborhood Tree Restoration, ReLeaf was awarded a 3-year, \$189,900 grant from the Virginia Department of Forestry (VDOF) to preserve mature trees in neighborhoods with low tree cover, one of only two such programs in the state. Subsequently, ReLeaf preserved 48 trees for 28 homeowners in Fifeville this winter. Since 2022, VDOF has awarded ReLeaf nearly \$107K to plant over 300 trees on public and private properties in 10th and Page, Rose Hill and the Woolen Mills.

ReLeaf's Green Team is now going on its fourth summer of teaching and inspiring kids to care about the environment, trees and the impacts of climate change on people and their neighborhoods. Partnering with the Rivanna Conservation Alliance (RCA), ReLeaf's Green Team will canvas Fifeville and the Woolen

Mills neighborhood during the Summer of 2025, offering free trees and free tree care. They also will help RCA get rid of invasive plants and plant saplings along the Rivanna River.

Sierra Club Piedmont Group

The Sierra Club Piedmont Group co-hosted a climate forum for the candidates for City Council and the Albemarle Board of Supervisors, held informational meetings about green burials, data centers and the bicycle issue at Ragged Mountain Natural Area. We also hosted a talk with the author of “Am I Too Old to Save the Planet? A Boomer’s Guide to Climate Action” and awarded Earth Flags to honor unsung environmental heroes to the area's "Composting Queen", the Crozet Trails crew, the Five-Hundred Year Forest Foundation, St. Anne's-Belfield's environmental program and to other long-term environmental activists.

Looking Ahead

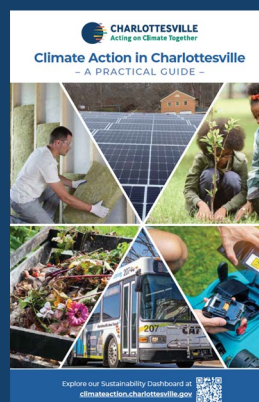
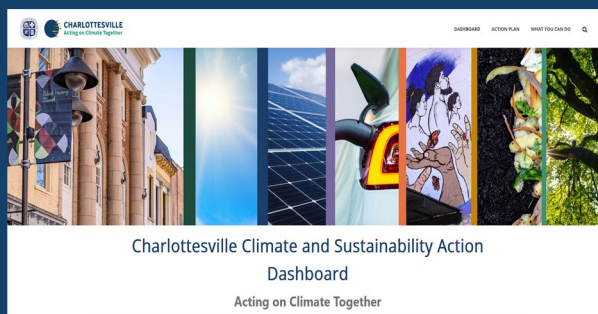
What's coming up in FY26?

In spite of the retreat from clean energy and climate action at the federal level, Charlottesville remains committed to our emissions reduction goals and making progress here at home. Once again, City Council allocated \$1 million annually to the Climate Initiative Fund FY26 through FY29. Office of Sustainability staff will continue to support other departments and the wider community on projects and programs that lower our GHG emissions and build climate resilience. Highlights of the ^{update} updated FY26 Workplan include:

- Continued support for the Energy Resource Hub
- Installation of the City's largest-to-date solar PV system at CATEC
- Completion of Charlottesville's Climate Adaptation and Resilience plan
- Arrival and integration of the first two Electric School Buses and charging infrastructure
- Energy efficiency upgrade projects at City Hall, City Hall Annex, and Key Rec Center
- Deployment of shade structures at various City parks
- Anticipated completion and LEED certification of Charlottesville Middle School
- Repurposing the old solar panels from CHS (removed for roof replacement) at various Parks & Rec facilities
- New, locally funded energy efficiency rebate program for residents
- Expansion of the E-bike program to specifically serve low-income community members

Interested in keeping up with the Office of Sustainability?

Check out our freshly updated *Guide to Climate Action in Charlottesville* or visit our Climate and Sustainability Action Dashboard!



Click on the images to access!



CHARLOTTESVILLE

Acting on Climate Together

Climate Action Update

July 7, 2025

Agenda

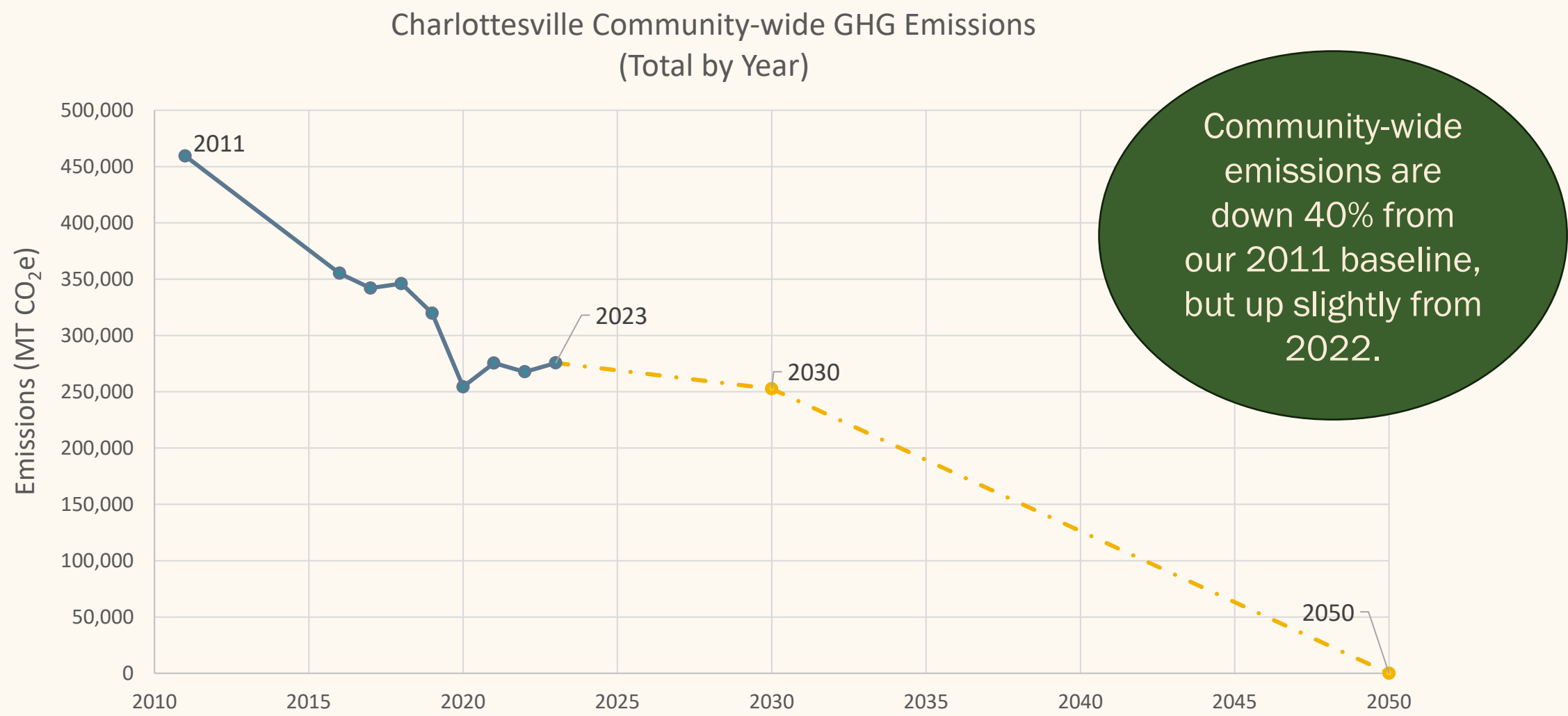
- Introduction
- GHG Inventory Update
- Resilient Together
- Climate Action Update
- FY25: Looking Forward
- Questions



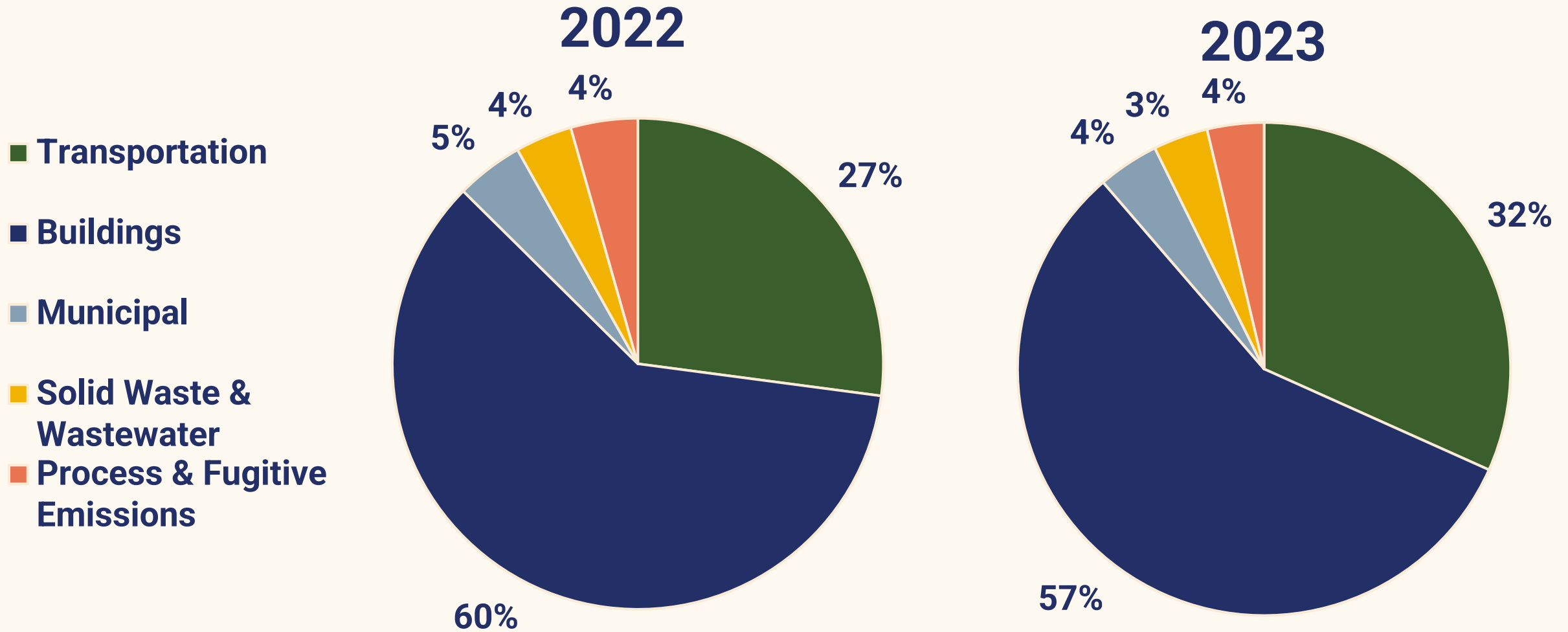


GHG Inventory Update

Updated GHG Inventory – 2023 Emissions Data



Source Comparison – 2022 to 2023



Community-wide Inventories

Sector	CO ₂ e (MT)								2023
	2011	2016	2017	2018	2019	2020	2021	2022	
Transportation & Mobile Sources	128,835	92,648	92,218	90,938	91,205	73,995	74,183	75,874	90,902
Solid Waste	24,694	16,302	16,687	16,721	16,425	5,509	9,066	10,289	9,870
Water & Wastewater	-	271	271	271	271	196	286	196	196
Commercial Energy *	170,003	123,838	118,810	115,046	101,688	80,820	89,583	88,804	83,689
Industrial Energy	372	195	190	208	200	197	237	180	165
Residential Energy	135,405	108,393	100,986	107,699	96,389	82,891	89,475	79,962	79,680
Process & Fugitive Emissions	-	13,556	12,857	15,078	13,555	10,753	12,583	12,343	11,550
Total	459,309	355,203	342,019	345,961	319,733	254,361	275,413	267,648	276,052
% change from 2011		-23%	-26%	-25%	-30%	-45%	-40%	-42%	-40%

* The Commercial Energy Sector includes Municipal and Non-Municipal Government energy consumption

Municipal Inventories

Sector	CO ₂ e (MT)								
	2011	2016	2017	2018	2019	2020	2021	2022	2023
Buildings & Facilities **	11,430	8,702	8,746	8,436	7,711	5,631	6,422	6,833	6,253
Street Lights & Traffic Signals	2,001	1,301	1,211	1,108	987	892	929	921	862
Vehicle Fleet	6,015	6,030	6,031	5,769	5,374	4,952	4,803	4,681	4,394
Total	19,446	16,033	15,988	15,313	14,072	11,475	12,154	12,435	11,509
% change from 2011		-18%	-18%	-21%	-28%	-41%	-37%	-36%	-41%

*** Includes City Government and City School Buildings and Facilities*

Inventory Takeaways

- **Community emissions are up from the last inventory by 2%**
 - Continued decline in emissions from buildings by 3%
 - Increase in emissions from transportation by 20%
 - VMT is up to 99% of 2019 levels
- **Municipal emissions are down 41% since 2011 baseline**
 - Municipal emissions are down ~7.5% from 2022
- **“Grid-greening” continues to be a major influence**
 - On a per-kWh basis, emissions from electricity have declined 45% since 2011
 - Emissions intensity of electricity is down over 7% from 2022



Reporting

- Global Covenant of Mayor's Commitment
- Annual reporting through CDP
- 2024 CDP score: A-
- 2023 CDP score: A-
- 2022 CDP score: B
- 2021 CDP score: C



CHARLOTTESVILLE, VA



MITIGATION

Inventory

Target

Plan



ADAPTATION

Assessment

Goal

Plan



ENERGY

Assessment

Goal

Plan



COMPLIANCE

CITIES EARN THE COMPLIANCE BADGE WHEN THEY COMPLETE THE MITIGATION AND ADAPTATION PILLARS. THE ENERGY PILLAR IS CURRENTLY NOT REQUIRED TO EARN THE COMPLIANCE BADGE.



Resilient Together Update

Regional Hazards & Risks



Extreme Heat



Heavy Rainfall and Flooding



Drought



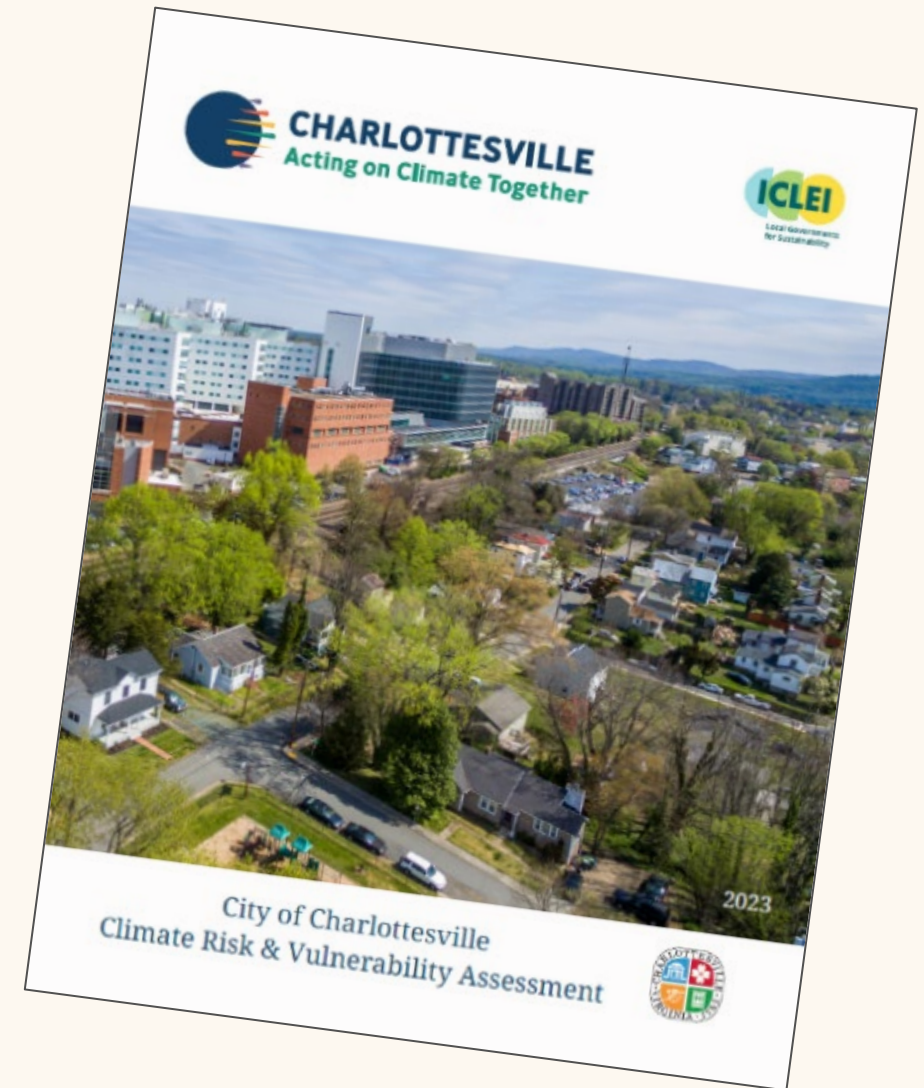
Shifting Seasons



Pests & Disease



Wildfire & Smoke




Extreme Heat

Number of Days per Year above 95°F

Current Climate

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		


5 Days

 Observed 30 Year Average (1990-2020), Monticello Station

2050

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		


25-35 Days

 Lower Emission Scenario (steep emission reductions)

2075

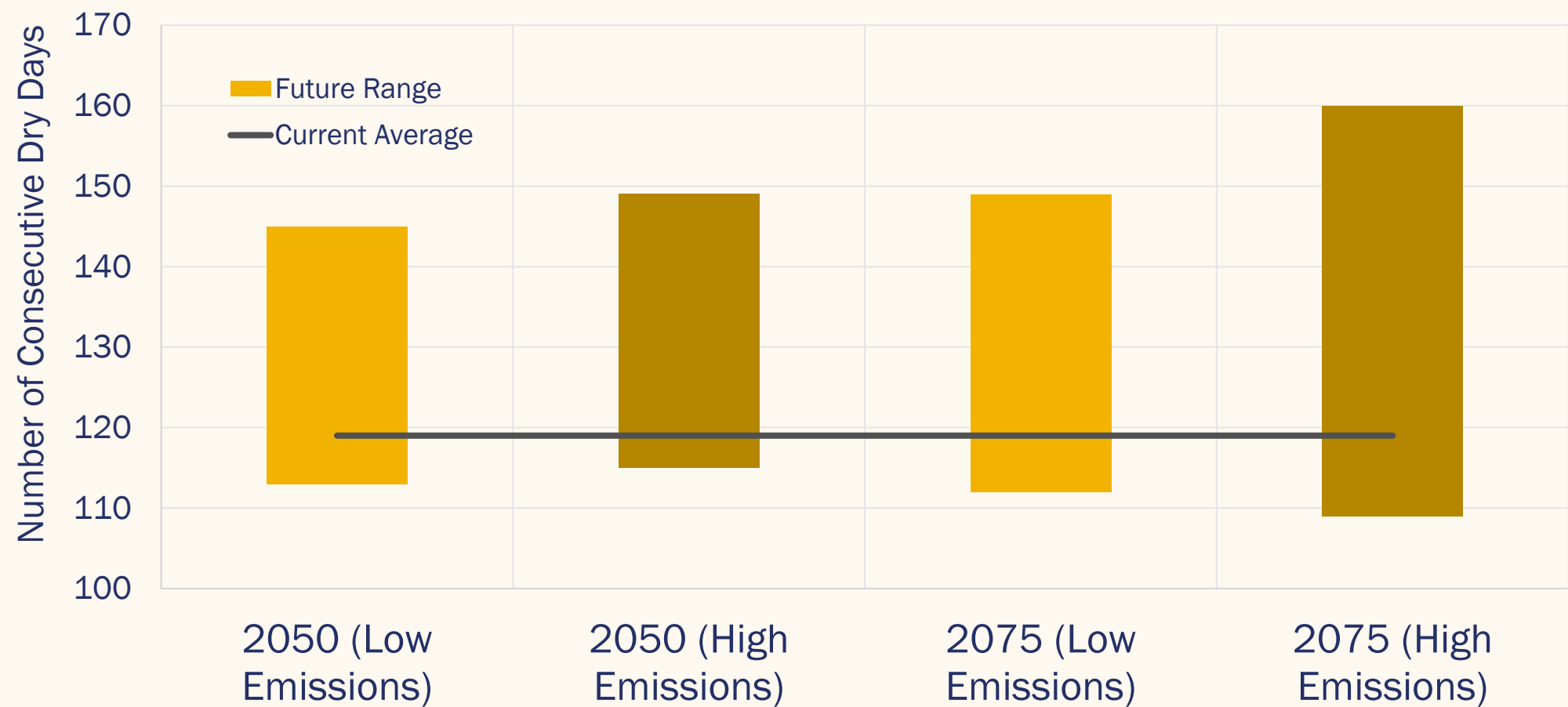
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

32-56 Days

 Higher Emission Scenario (business as usual)

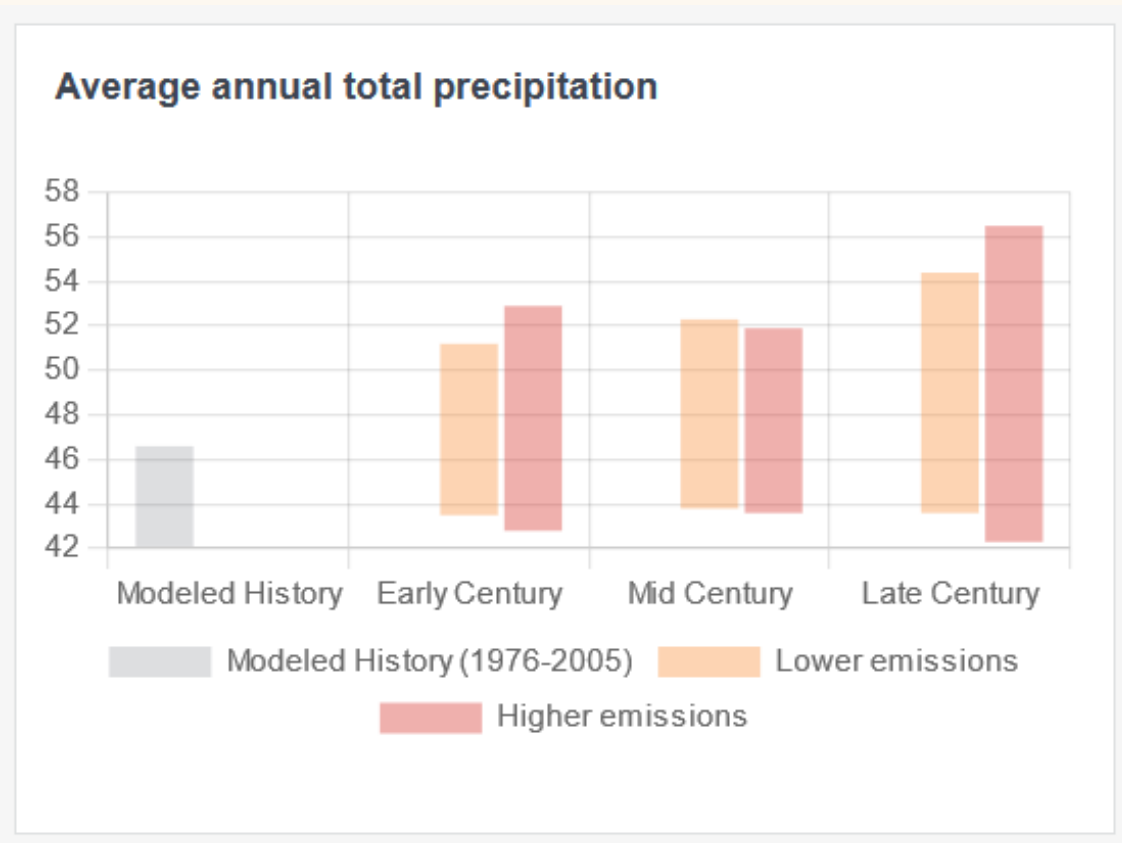
Drought

Dry periods are predicted to increase



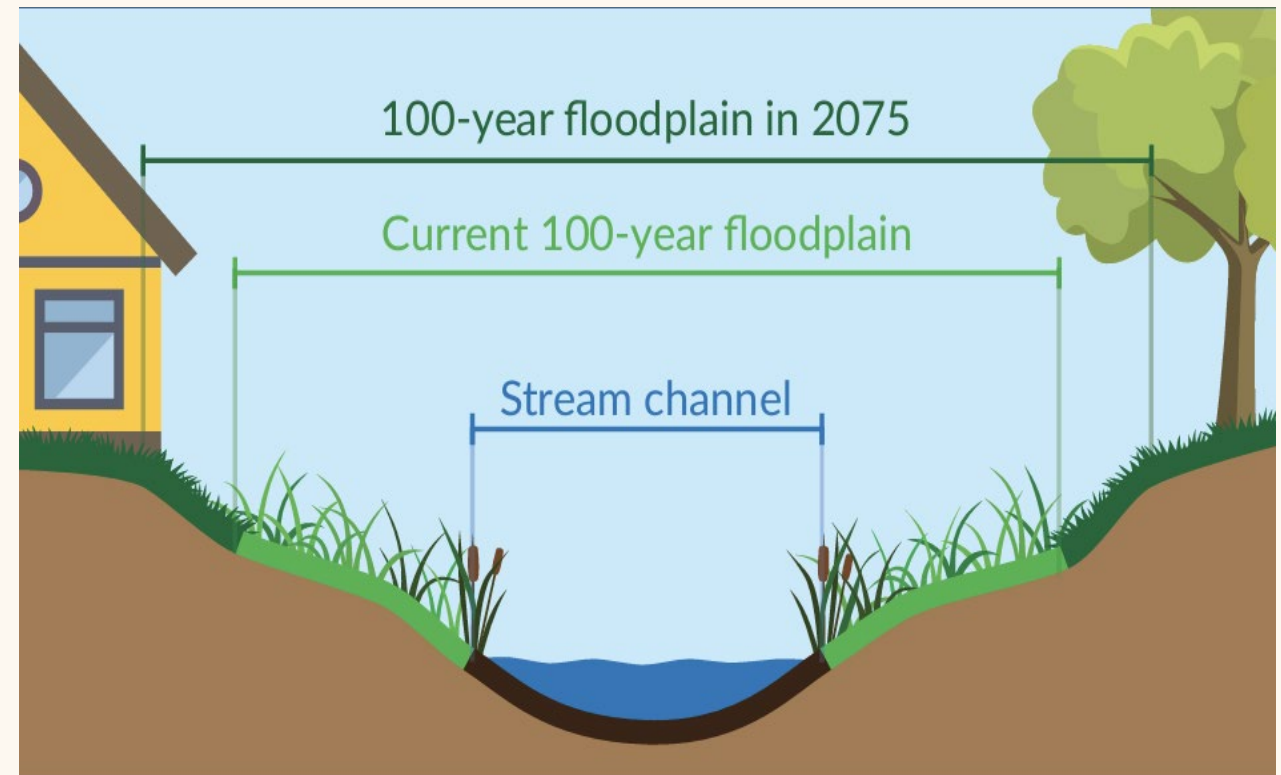
Increased Flooding

Precipitation is increasing...



Data for Albemarle County, Climate Mapping for Resilience and Adaptation Tool (CMRA)

...and our floodzones are growing.



Note: Illustrative graphic; not an actual local stream channel

Changing Seasons

Frost Days: Number of Days per Year with Minimum Temperature below 32°F

Current Climate

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	3

63 Days

2050


1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		


49 Days

2100

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

29 Days

 Observed 30 Year Average
(1990-2020), Charlottesville

 Higher Emission Scenario
(business as usual)

Pests & Disease



Wildfire & Smoke



Resilient Together

Project Vision: A community that is strong, safe, and healthy in the face of the changing climate now and in the future.

- Ongoing Adaptation & Resilience planning project in partnership with Albemarle County & UVA
- Discover & Define Phases complete
- Currently in the Design Phase
 - Conversation Kits still available/open
- Soon transitioning to “Decide Phase”
- Final “Do Phase” = Implementation
- Impact of federal grant cancellation

www.resilient-together.info







Climate Action Update

Municipal EE & Use Reduction

- **Municipal Energy Performance Program**
- **Energy & Water Management Program**
- **City & School Solar PV Program**
- **Power Purchase Agreements**
- **High Performance Building Standards**
- **LED Streetlight Conversion**
- **Parks & Rec Equipment Electrification Pilot**
- **Energy Demand Response Program Participation**







Community EE & Use Reduction

- Energy Resource Hub (New)
- Energy Efficiency & Conservation Block Grant (2nd Round)
- Residential Retrofit Mini-Grant Program (New)
- Utilities-led Efficiency Programs (Expanded)
- C-PACE Program Establishment (New)





What content is most popular?

Page title	Views ▾	Engagement rate
Homeowner Services - Energy Resource Hub	2,072	87.31%
Energy Resource Hub - Charlottesville & Albemarle County	523	63.02%
Attic Insulation Rebate - Energy Resource Hub	433	17.83%
Connect - Energy Resource Hub	220	86.7%
Incentives - Energy Resource Hub	211	84.38%
Free Energy Walkthroughs - Energy Resource Hub	179	19.08%
Commercial Services - Energy Resource Hub	83	91.46%
Residential Solar Property Tax Credit - Energy Resource Hub	81	60.71%
Services - Energy Resource Hub	75	97.37%
Charlottesville Residential Retrofit Mini-Grants - Energy Resource Hub	69	85.51%

www.energyresourcehub.com

Transportation

- Zero Emission Bus (ZEB) Transition
- Electric School Buses
- EV Charging Infrastructure Study
- E-bike Incentive Programs
- Bicycle & Pedestrian Infrastructure
- Micromobility







CHARLOTTEVILLE, ALBEMARLE, & UVA SUSTAINABILITY STAFF
INVITE YOU TO AN
**Electric Vehicle
SHOWCASE**
COME DISCOVER HOW OUR ORGANIZATIONS'
CURRENT EVs MIGHT BE SUITABLE FOR THE WORK
YOU DO.
ALBEMARLE COUNTY OFFICE BUILDING
Middle Parking Lot
June 11, 2025
10am - 1pm
Featuring electric
trucks, buses, work vans,
and more.
LOOK & LEARN | RIDE





Nature Based Solutions

- Urban Forest Management Plan
- Urban Tree Planting
- Invasive Species Management
- Charlottesville Invasive Plant Partnership
- Energy Saving Trees





Other Actions

- Composting Programs
- Community Education & Outreach
- WISE Program
- Policy & Regulatory Activity
- Resilience Building Projects
- Collaboration with other departments







Public Transit
BUS WRAP
ART CONTEST

Charlottesville area transit (CAT) along with the Office of Sustainability invite local artists to design eco-themed bus wraps.

2 winners will receive \$750 each and their artwork will be featured on CAT buses for at least two years with credit.

Submissions open April 22-June 3, 2025
Community and panel voting: June 8-13, 2025 | Winners announced June 16, 2025

JOIN US IN PROMOTING A GREENER FUTURE THROUGH ART!

Get involved: Spread the word to fellow artists and community members. Stay updated via social media channels. Encourage community participation during the voting period.

Theme: Sustainability & Environmental benefits of public transit.

Eligibility: Local artists aged 16+

How to enter: 1. Download the digital bus outline (template) from www.caththecat.org. 2. Create original artwork suitable for a bus wrap. Keep in mind specs of the bus and all four sides! 3. Submit your design and a brief description explaining its sustainability message at caththecat.org.

For templates, official guidelines, and terms and conditions, visit CAT's website caththecat.org





216
BOOK ROOM





Looking Ahead: FY26 Workplan

FY26 Workplan Highlights

- Ongoing implementation of the Climate Action Plan
- Continued involvement with the Energy Resource Hub
- CATEC Solar System
- Power Purchase Agreements
- Completion of the Climate Adaptation & Resilience Plan
- Integration of first Electric School Buses
- Delivery of Energy Efficiency Projects:
 - City Hall, City Hall Annex, Key Rec
- Expansion of E-bike program
- Repurposing of CHS solar panels from original project



Thank You!

Questions?





CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES

June 2, 2025 at 4:00 PM
Council Chamber

The Charlottesville City Council held a regular meeting on Monday, June 2, 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 Oschrein, Michael Payne and Lloyd Snook.

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

REPORTS

1. REPORT: Transportation Planning Update

Chris Engel, Director of Economic Development, presented an update on paid public parking and announced upcoming changes to technology and equipment that will impact transient and monthly users.

Ben Chambers, Transportation Planning Manager, provided a transportation planning update with details about where investments of resources are being made to improve mobility for all: Safer Streets Strategy, Sidewalks, VDOT Planning, Bike Infrastructure, and Bus Stop Amenities. He also explained plans for implementation of the investments such as: Safe Routes to School, CARTA (Charlottesville Albemarle Regional Transit Authority) Priorities, FY27 Transit Planning, Dockless Mobility Permit Update, Neighborhood Walks, BikeCville.com, and E-bike Programs.

City Engineer Brennen Duncan explained why a requested crosswalk at 2nd Street and Elliott Avenue was not included in the plan for urgent transportation improvements.

Some items on the Quick-build list for 2025 were: new crosswalks, flex posts and reflectors, No Right-Turn on Red signage with push buttons; rapid flashing beacons, mini-roundabouts, bump-outs and chicanes, adjusted slip-lanes, bike boxes, defined parking and driving lanes, and speed tables and cushions.

CLOSED MEETING

On motion by Pinkston, seconded by Payne, Council voted unanimously to convene in a closed meeting as authorized by the Virginia Freedom of Information Act, as follows:

- 1) Under Virginia Code Section 2.2-3711(A)(1) for discussion and consideration of prospective candidates for appointment to the Charlottesville Redevelopment and Housing Authority Board; and
- 2) Under Virginia Code Section 2.2-3711(A)(1) for discussion of performance of specific public officers, appointees, or employees of the public body.

On motion by Pinkston, seconded by Snook, Council voted 5-0 to certify the closed meeting.

BUSINESS SESSION

The business session of the meeting began with a moment of silence.

ANNOUNCEMENTS

Councilor Oschrein announced a Locust Grove neighborhood walk open to the public.

COMMUNITY MATTERS

Mayor Wade opened the floor for comments from the public.

- 1) Harold Folley, Jr., city resident, spoke about how funding should go into the community, and he ceded his remaining time to Kate Fraleigh, who recommended not cutting funds for renovations to the Albemarle Charlottesville Regional Jail (ACRJ), although not agreeing with the final design.
- 2) Cherry Henley, city resident, spoke about the jail expansion fund reform and alternate ways to treat people without caging them. She spoke about recommendations from the Imagine a Just Cville report submitted following the Disproportionate Minority Contact Report. She introduced Raquan Jones who runs a nonprofit youth sports program called Brothers Blessing.
- 3) Elizabeth Stark, city resident, requested halting the jail expansion project and requested that funds be used for restorative justice programs, rehabilitation programs, and re-entry programs and reduce dependency on the jail system. She asked for reconsideration of Flock program usage and other data aggregators.
- 4) Rosia Parker, city resident, spoke about ACRJ expansion funding and requested a halt to funding the project. She suggested improvements to the jail's recreation room.
- 5) Alicia L. Lenahan, city resident, expressed concerns and spoke about transparency around agreements with Homeland Security, ICE, and federal law enforcement.
- 6) Gloria Beard, city resident, spoke about inadequate mental health services and expressed concerns about treating mental health issues in a jail environment.
- 7) Jessica Jackson, property owner in Charlottesville, spoke about insufficient resources for mental health and rehabilitation care, and she suggested increasing the availability of medical professionals dedicated to mental health at the regional jail. She requested that Council require ACRJ in addition to renovations set aside funds for mental health and rehabilitation care and training.
- 8) Members of Brothers Blessings - Jaquan Jones, Joe Walen, Asan Niblines, and Raquan Jones, introduced themselves and explained why they want to help the youth in the community.
- 9) A county resident expressed concerns about Homeland Security, ICE, and federal law enforcement, and he spoke in opposition to the city's \$150,000 investment in the data acquisition and aggregation system for the Police Department.
- 10) Robin Hoffman, city resident, spoke about a visit from a police officer requesting information about how a traffic-slowing sign was acquired on Caroline Avenue, and about how a resident advocate for traffic crossings who was recently arrested advocated to place the sign in the neighborhood.
- 11) Dede Smith, city resident, called attention to changes to the Central Waterline Pipeline Project, and requested that Council receive a full presentation.
- 12) Reverend Karen Mann spoke in opposition to funding the jail expansion. She spoke about systemic racism and disproportional minority contact. She spoke against unjust immigration practices, unjust racial profiling and surveillance and the need to invest in real justice for all neighbors regardless of immigration status.
- 13) Bill Emory, city resident, spoke about an upcoming Albemarle County vote on a Special Use Permit across from a trailer park on Franklin Street in the city. He encouraged Council to speak with counterparts in the county before they approve a Special Use Permit in the floodplain.
- 14) Jenny McCulskey, city resident living in the lowest-elevation residence in the city on Franklin Street, spoke about her experience living near the development mentioned by the previous speaker. She suggested a city-county partnership since the light industrial project can only be accessed by using city streets. She spoke about the loss of her sister three years ago to suicide and stated that

when her sister was unable to find bed space for mental health treatment, she was often sent to sleep at the jail.

- 15) Sadhbh O'Flynn, Community Climate Collaborative, thanked those who spoke against jail expansion, and she expressed concerns about the gas utility rate increases proposed in an agenda item later in the meeting.
- 16) A resident spoke about progressive property tax and ways to bring down the cost of housing.

CONSENT AGENDA

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

2. MINUTES: May 5, 2025 regular meeting
3. RESOLUTION to appropriate \$7,285.76 from the Virginia Department of Social Services to use for overtime for Medicaid unwinding (2nd reading)

RESOLUTION

Appropriating Funding Received from the Virginia Department of Social Services to provide overtime for Medicaid unwinding in the amount of \$7,285.76

WHEREAS, the Charlottesville Department of Social Services has received an allocation of \$7,285.76 in the Fiscal Year 2025 budget from the Virginia Department of Social Services to be used to provide overtime for Medicaid unwinding.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$7,285.76, upon receipt by the City, is hereby appropriated for expenditures within the FY25 budget in the following manner:

Revenue – \$7,285.76

Fund: 212	Cost Center: 9900000000	G/L Account: 430080	\$7,285.76
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Expenditures - \$7,285.76

Fund: 212	Cost Center: 3301005000	G/L Account: 510060	\$7,285.76
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4. RESOLUTION to appropriate \$419,279.00 in additional funding received from the Virginia Department of Social Services to support staffing and operations (2nd reading)

RESOLUTION

Appropriating Funding Received from the Virginia Department of Social Services to be used for staffing and operations, in the amount of \$419,279.00

WHEREAS, the Charlottesville Department of Social Services has received an allocation of \$419,279.00 in the Fiscal Year 2025 budget from the Virginia Department of Social Services to be used for staffing and operations, and to provide auxiliary grants and family preservation services to clients.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia,

that the sum of \$419,279.00, upon receipt by the City, is hereby appropriated for expenditures within the FY25 budget in the following manner:

Revenue – \$419,279.00

Fund: 212 Cost Center: 9900000000 G/L Account: 430080 \$419,279.00

Expenditures - \$419,279.00

Fund: 212	Cost Center: 3311004000	G/L Account: 540060	\$132,000.00
Fund: 212	Cost Center: 3301005000	G/L Account: 510010	\$125,000.00
Fund: 212	Cost Center: 3301008000	G/L Account: 510010	\$125,000.00
Fund: 212	Cost Center: 3301001000	G/L Account: 520010	\$ 16,350.00
Fund: 212	Cost Center: 3301001000	G/L Account: 520500	\$ 16,350.00
Fund: 212	Cost Center: 3343004000	G/L Account: 540060	\$ 4,579.00

5. RESOLUTION to appropriate \$15,000 from NLC Southern Cities Economic Initiative Program to use for project planning (2nd reading)

RESOLUTION

**To Appropriate National League of Cities Southern Cities Economic Initiative Grant
\$15,000**

WHEREAS, the City of Charlottesville has received a Southern Cities Economic Initiative grant from the National League of Cities (NLC) Southern Cities Economic Initiative (SCEI) Program for \$15,000.00; and

WHEREAS the funds will be used to support the planning of a local project that seeks to expand and sustain the economic mobility of residents and small businesses; and

WHEREAS the grant award covers the period from April 24, 2025, through October 31, 2025

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, the sum of \$15,000.00 is hereby appropriated in the following manner:

Revenue – \$15,000.00

\$15,000.00 Fund: 210 Order: 1900600 G/L: 451022 Other Grant Funding

Expenditures - \$15,000.00

\$15,000.00 Fund: 210 Order: 1900600 G/L: 530550 Contracted Services

BE IT FURTHER RESOLVED that this appropriation is conditioned upon the receipt of \$15,000.00 from the National League of Cities Southern Cities Economic Initiative Program

6. RESOLUTION to Appropriate \$266,387 in FY 24 Meadowcreek Golf Course Surplus Funds (layover)
7. RESOLUTION to allocate \$125,350 to the Local Energy Alliance Program ("LEAP") from the 2025 City Climate Program Support Grant and authorize the City Manager to sign a Memorandum of Understanding

RESOLUTION #R-25-070

2025 Climate Protection Program Support Grant \$125,350 and Memorandum of Understanding

BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia, that the sum of \$125,350 is hereby paid to Local Energy Alliance Program (LEAP) from previously appropriated funds in the Gas Fund, Environmental Sustainability Cost Center as follows:

\$125,350 Fund: 631 Cost Center: 2711001000 G/L Account: 599999

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to sign the following document, in form approved by the City Attorney or designee:

Memorandum of Understanding (MOU) between the City and the Local Energy Alliance Program (LEAP) for grant funds to support the Climate Protection Program and promote energy performance improvements.

CITY MANAGER REPORT

a. Report on City Housing Portfolio

John Sales, Executive Director for the Charlottesville Redevelopment and Housing Authority (CRHA) provided a report on the City's housing portfolio and answered questions from Council. He stated there are not enough subsidies to meet the needs.

City Manager Sanders added that he is working to schedule a joint meeting between City Council and CRHA. He spoke about recent items of city business that have received increased attention:

- Accusations of the city manager directing the police chief to arrest someone
- Flock
- Sanctuary City list
- Federal Executive Institute and pivoting to meet school needs

ACTION ITEMS

~~8. PUBLIC HEARING and ORDINANCE regarding an Easement to Dominion Energy for Undergrounding of Electrical Equipment at Pen Park and Quarry Rd~~

9. PUBLIC HEARING and RESOLUTION to allocate \$12,035,000 of Capital Improvement Program (CIP) Contingency Funds (layover)

City Manager Sanders presented the item and requested revisions to the resolution as presented in the meeting packet, reducing the original proposed allocation to \$8,690,000. Krisy Hammill, Budget Director, detailed budget line items for consideration, using previously appropriated funds.

Mayor Wade opened the public hearing. With no speakers, the public hearing was closed.

Council agreed to lay the item over to the June 16, 2025 meeting as an Action Item for a second reading and vote.

10. PUBLIC HEARING and ORDINANCE to Amend and Reordain City Code Chapter 31 (Utilities) to Establish New Utility Rates and Service Fees for City Gas, Water, and Sanitary Sewer (layover)

Utilities Director Lauren Hildebrand presented a report on public utilities, and Finance Director Chris

Cullinan provided a financial overview for the impact of proposed ordinance changes to take effect July 1, 2025. Councilors asked clarifying questions.

Mayor Wade opened the public hearing for consideration of amending and reordaining City Code Chapter 31 (Utilities) to establish new utility rates and service fees for City gas, water, and sanitary sewer. The following speakers came forward:

- Dede Smith spoke about concerns with Rivanna Water and Sewer Authority (RWSA). She also spoke about funds generated by the utility enterprise and placed into the City's general fund.
- Sadhbh O'Flynn, Community Climate Collaborative, asked for improved transparency and clarity on actual impact to the bottom line for people's bills.

With no additional speakers coming forward, the public hearing was closed.

Councilor Payne spoke about the service that people receive for the utility rates they pay and he expressed a desire for a presentation on the Central Water Line. Regarding the natural gas utility, he expressed concerns about a lack of progress in decarbonization.

Staff answered questions for Council and Council agreed to lay the item over to the June 16, 2025 meeting on the Consent Agenda for a second reading and vote.

11. ORDINANCE to Amend and Reenact Article IX (Transient Occupancy Tax) of Chapter 30 (Taxation) of the Code of the City of Charlottesville, Virginia (1990)

Commissioner of the Revenue Todd Divers introduced the ordinance amendment request, described the processes for collection of AirBnB transient occupancy taxes, and described changes to privacy language in State Code section 58.1-3.

On motion by Payne, seconded by Snook, Council by a vote of 5-0 (Ayes: Oschrein, Payne, Pinkston, Snook, Wade; Noes: none) adopted the **ORDINANCE AMENDING AND REENACTING CHAPTER 30 (TAXATION), ARTICLE IX. (TRANSIENT OCCUPANCY TAX) OF THE CODE OF THE CITY OF CHARLOTTESVILLE, VIRGINIA (1990), AS AMENDED, TO CONFORM THE CITY'S PROCESS FOR COLLECTION AND REPORTING OF TRANSIENT OCCUPANCY TAX WITH RECENT CHANGES IN STATE ENABLING LEGISLATION.**

12. RESOLUTION Move Safely Blue Ridge Regional Safety Action Plan and East High Street Demonstration Project Alternative Selection

a. Resolution to adopt the Move Safely Blue Ridge Regional Safety Action Plan

Ben Chambers introduced staff from the Thomas Jefferson Planning District Commission (TJPDC).

Gorjan Gjorgjievski, TJPDC Planner II presented the Draft Blue Ridge Regional Safety Action Plan and project background.

On motion by Payne, seconded by Oschrein, Council by a vote of 5-0 approved the resolution as follows:

RESOLUTION ADOPTING THE MOVE SAFELY BLUE RIDGE SAFETY ACTION PLAN

WHEREAS, the City of Charlottesville is committed to improving transportation safety and ensuring that

all people, regardless of mode of travel, can move safely throughout the city; and

WHEREAS, between 2018 and 2022, thirteen individuals lost their lives and one hundred ninety-five (195) individuals sustained serious injuries in traffic crashes within the City of Charlottesville; and

WHEREAS, roadway fatalities and serious injuries are preventable, and each one represents a profound loss to families, neighborhoods, and the broader community; and

WHEREAS, the adopted 2045 Long Range Transportation Plan, through the Charlottesville-Albemarle Metropolitan Planning Organization, sets forth a goal to “improve the geometric conditions and physical characteristics of the transportation network to reduce fatalities and serious injuries”; and

WHEREAS, the Bipartisan Infrastructure Law established the Safe Streets and Roads for All (SS4A) discretionary grant program to support local, regional, and Tribal initiatives aimed at preventing roadway deaths and serious injuries; and

WHEREAS, the Thomas Jefferson Planning District Commission (TJPDC), in partnership with its member jurisdictions, has led the development of the Move Safely Blue Ridge Safety Action Plan to identify, prioritize, and support implementation of data-driven and community-informed roadway safety strategies across the region; and

WHEREAS, the Move Safely Blue Ridge plan supports and aligns with the Virginia Strategic Highway Safety Plan, which establishes a vision of zero deaths and serious injuries and sets a statewide goal to reduce both by 50 percent by the year 2045;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the City formally adopts the Move Safely Blue Ridge Safety Action Plan as a guiding document to advance transportation safety for all users within the city limits;

BE IT FURTHER RESOLVED that the City of Charlottesville reaffirms its commitment to eliminate roadway fatalities within the city by 2045 and to reduce the number of serious injuries by at least 50 percent over the same period.

- b. Resolution selecting a Preferred Alternative Design for the East High Street Demonstration Project

Ben Chambers presented the resolution request and answered questions from Council.

On motion by Payne, seconded by Pinkston, Council by a vote of 5-0 approved the resolution as follows:

**RESOLUTION
SELECTING A PREFERRED ALTERNATIVE DESIGN FOR THE
EAST HIGH STREET DEMONSTRATION PROJECT**

WHEREAS, the City Council of the City of Charlottesville, Virginia (“City Council”), has affirmed its commitment to the development of a Regional Safety Action Plan (“Plan”), with grant-support from the Safe Streets and Roads for All Program; and

WHEREAS, City Council has established a goal of eliminating traffic fatalities and halving serious

roadway injuries by 2045; and

WHEREAS, the Plan and Move Safely Blue Ridge, included design and public outreach for a temporary demonstration project at a target location of serious safety concern; and

WHEREAS, the Move Safely Blue Ridge Project Team has identified the intersection of East High Street and Meade Avenue as a target location due to pedestrian crossing safety concerns and developed multiple design alternatives for public feedback.

NOW THEREFORE, BE IT RESOLVED by City Council that it authorizes City Staff to implement the preferred design alternative, for up to sixty (60) days, to test and evaluate safety improvements on East High Street, Meade Avenue, and Stewart Street.

GENERAL BUSINESS

13. BY MOTION: Approval of an Employment Agreement appointing John Maddux as Charlottesville City Attorney

City Manager Sanders presented John Maddux as his selection for appointment to the position of Charlottesville City Attorney, taking responsibility fully on June 6, 2025.

Mr. Maddux spoke to the transition of Sands Anderson and thanked Pamela O'Berry who served as Acting City Attorney.

Mr. Sanders, Councilors and Clerk Thomas thanked Ms. O'Berry for her partnership, leadership and support.

On motion by Snook, seconded by Pinkston, Council by a vote of 5-0 approved the Employment Agreement appointing John Maddux as Charlottesville City Attorney.

COMMUNITY MATTERS (2)

Mayor Wade opened the floor for comments from the public.

- Dede Smith, city resident, spoke about the applicability of transient occupancy tax to the primary residence, about Payment in Lieu of Taxes related to the gas utility, and about the public's need to know about the Central Water Line Project.
- Lucy, a city resident, asked about the scale of Flock surveillance and the tradeoffs or benefits of using tracking technology.

On motion by Snook, seconded by Oschrein, Council voted 5-0 to adjourn the meeting at 10:03 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution to Allocate Housing Operations and Support ("HOPS") FY 26 Grant Funding for Affordable Housing and Homelessness Support Programs in the Amount of \$460,574 (2nd reading)
Staff Contact(s):	Antoine Williams, Housing Program Manager, Alexander Ikefuna, Director, Office of Community Solutions
Presenter:	Antoine Williams, Housing Program Manager
Date of Proposed Action:	July 7, 2025

Issue

The HOPS Fund provides critical financial support to organizations offering housing stability services, emergency shelter, case management, and homeownership support in the City of Charlottesville, Virginia ("City"). City Council is asked to approve a Resolution authorizing the allocation of FY26 HOPS Funds from the Charlottesville Affordable Housing Fund ("CAHF"), totaling \$460,574, to support nonprofit agencies providing housing stability and homelessness-related services.

Background / Rule

The HOPS Program was created to provide operational support to nonprofit partners addressing affordable housing, housing access, and homelessness prevention in the City. Beginning in FY24, HOPS became a separate funding stream from the Vibrant Community Fund, with awards recommended by the CAHF Committee and reviewed by the City Manager and Executive Team as part of the Annual Budget process.

While the \$1.5 million HOPS line item is reflected in the adopted FY26 Capital Improvement Plan ("CIP"), the individual agency allocations are not specified. Therefore, a certified Resolution is required to authorize the specific Grant awards formally. This is consistent with past practice and necessary for City Staff to proceed with executing Grant Agreements and distributing funds.

Analysis

The FY26 HOPS process was conducted through a formal Notice of Funding Availability issued on August 19, 2024, with applications due by October 18, 2024. The CAHF Committee reviewed 16 eligible applications, totaling \$1.47 million in requests, and applied an objective scoring rubric that focused on need, service alignment, organizational capacity, and City housing priorities. Following Committee review and Executive Team consideration, a final slate of Grant awards totaling **\$460,574** is recommended for approval. Additionally, \$41,500 in FY26 HOPS funding was previously allocated by the Council on April 21, 2025, via Resolution, to the Blue Ridge Area Coalition for the Homeless ("BRACH") for an emergency Supportive Housing Grant. That action reduced the balance available for standard FY26 HOPS Grants.

Key funding figures:

- **Total FY26 HOPS line item (CAHF):** \$575,000
- **Amount previously allocated (BRACH):** \$41,500
- **Recommended allocations in current Resolution:** \$460,574
- **Remaining discretionary balance:** \$72,926

The allocations reflect a balance between CAHF Committee scoring and Executive Team recommendations, with priority given to Programs that have a direct impact on vulnerable populations (e.g., shelter access, case management, housing stability services).

Approval of the attached Resolution is necessary to issue formal award letters and execute Grant Agreements by July 1, 2025.

Financial Impact

Funding for HOPS is allocated in the FY25/26 CIP Budget.

Recommendation

City Staff recommends City Council adopt the attached Resolution. This action authorizes the disbursement of \$460,574 from the previously approved \$1.5 million FY26 CAHF HOPS allocation (Fund 426, Project CP-084). No new appropriations are required.

Recommended Motion (if Applicable)

"I move to adopt the attached Resolution allocating \$460,574 in FY26 HOPS funding from the CAHF to nonprofit partners as outlined in the Resolution, and further move that City Council adopt the Resolution upon first reading, as the allocations align with the programmatic intent and funding commitments previously presented during the FY26 Budget process."

Attachments

1. FinalDraft_Charlottesville HOPS Resolution FY26
2. FinalDraft_Charlottesville HOPS Report FY26



RESOLUTION #R-25-____
Allocating Housing Operations and Support (HOPS) FY26 Grant Funding for Affordable Housing and Homeless Support Programs in the amount of \$460,574

WHEREAS, the City of Charlottesville, Virginia, having established the Housing Operations & Program Support (HOPS) program to provide financial support for community agency programs aiding in affordable housing and homelessness relief, hereby allocates \$460,574 from the Charlottesville Affordable Housing Fund (CAHF) under Fund 426 Project: CP-084, as per the Capital Improvement Program budget for FY2026.

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

Fund	Project	GL Account	Applicant	Program /Initiative	Award
426	CP-084	530670	Albemarle Housing Improvement Program (AHIP)	System of Care	\$22,500
426	CP-084	530670	Community Services Housing, Inc. (CSH)	Housing Development Support	\$43,424
426	CP-084	530670	Georgia's Friends	Georgia's Friends Recovery Residence & Support Programs for Women	\$10,000
426	CP-084	530670	Habitat for Humanity of Greater Charlottesville	Homeownership Program	\$52,500
426	CP-084	530670	People and Congregations Engaged in Ministry (PACEM)	Case Management Program	\$50,000
426	CP-084	530670	Piedmont Housing Alliance	Charlottesville Affordable Housing Program	\$92,500
426	CP-084	530670	The Haven at First & Market Inc	Day Shelter Program	\$80,825
426	CP-084	530670	The Haven at First & Market Inc	Vital Housing Services Program	\$108,825

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.

Date Adopted:

Certified: _____
Clerk of Council



Charlottesville FY 26 Housing Operations & Program Support (HOPS) Report

March 13, 2025

CAHF Committee Members:

Phil d'Oronzio
Richard Fravel
Misty Graves
Taylor Harvey-Ryan
S. Lisa Herndon

City Staff Liaison:

Antoine Williams, Housing Program Manager

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A. INTRODUCTION

1. Background

Starting in FY24, affordable housing-specific applications were removed from the Vibrant Community Fund process and reviewed in a separate process. This affordable-housing-specific application process is now called the Housing Operations & Program Support (HOPS) program. This funding supports the operational needs of non-profit organizations involved in affordable housing and homelessness prevention.

The CAHF Committee is tasked with evaluating the applications received through the HOPS application cycle and recommending to the City Council suggested priorities for using CAHF funding. The Committee reviews applications and scores them based on their quality, the importance of the type of service being provided, and alignment with the City's affordable housing goals.

On August 19, 2024, a Notice of Funding Availability (NOFA) was issued, detailing the timeline and funding amount for the HOPS Grant program. The NOFA announced that **\$575,000** would be available for allocations and awards in **FY26**, with the application period set from September 18, 2024, to October 18, 2024. By the submission deadline, staff received 16 applications for funding, totaling \$1,472,348 in requests.

2. Operational Funding Review Process

The Committee reviewed the applications for quality using an objective rubric that evaluated:

- Program details and outcomes,
- Understanding of participants,
- Strategies used to meet those needs,
- Use of best practices,
- Evaluation plan and metrics used,
- Demonstration of need for the program,
- Organizational capacity
- Alignment with City priorities,
- Staff and Board composition,
- Local collaborative efforts,
- Engagement of high need and underserved populations,
- Program participants' involvement in evaluation and governance,
- Proposed outcome and outcomes achieved in the previous year, and
- Fiscal stability.

Priority is given to programs that provide essential services to vulnerable populations, including programs targeting individuals experiencing homelessness and programs that positively impact the state of homelessness in the City of Charlottesville.

Committee members individually reviewed and rated the applications before coming together as a group. First, they ranked the applications based on how well they aligned with the City's affordable housing goals, as well as the quality and completeness of each application. These rankings were determined collectively and categorized as follows:

Category	Definition
A	Proposals in this category are highly aligned with the committee's funding priorities and are deemed to have significant impact and feasibility.
B	Proposals in this category have merit but may require additional scrutiny or clarification from applicants before full funding can be justified.
C	Proposals in this category are either unclear, provide limited benefit or alignment with City's goals, or have significant concerns that raise doubts about their viability.

3. Ranking Distribution by Category:

- **7 applications** ranked **A**
- **5 applications** ranked **B**
- **1 application** ranked **C**

Committee members evaluated the applications individually, using a scoring framework and rubric¹ developed by the Committee to assess the quality of each applicant's responses and their proposed projects. After discussing each application as a group, the Committee finalized their scores. They then tabulated these scores and addressed any significant discrepancies among the reviewers' evaluations. Ultimately, the Committee calculated an overall score based on the average of the individual scores, with a maximum possible score of 105.

- **The lowest score received was 78**
- **The highest score received was 101**

4. The grid below shows how the quality rankings aligned:

Over 95 points	90-95 points	85-90 points	Below 85 points
3 applications	8 applications	4 applications	1 application

5. City Manager & Executive Review in Budget Process

As part of the City's broader budget planning process, the City Manager and Executive Team review the CAHF Committee's funding recommendations in the context of the City's budgetary frameworks, financial constraints, and strategic funding priorities.

This executive-level review ensures that the proposed allocations align with the City's overall financial strategy and long-term planning. The review process may result in adjustments or recommendations based on the following:

- Availability of funds in the City's overall budget,
- Intergovernmental agency funding policies,
- Competing City priorities across departments, and
- Alignment with broader City housing strategies and fiscal policies.

This review does not reject the Committee's evaluation but is a necessary step in balancing housing funding within the City's overall financial obligations.

A key example of this process was the March 13, 2025, Council Budget Work Session, during which the Executive Team provided recommendations to the Council regarding funding levels for HOPS and CAHF allocations. This included:

- Excluding intergovernmental and fundamental organizations (e.g., CRHA, BRACH, and PHAR) from competitive HOPS funding eligibility based on financial policy considerations.
- Ensuring that final funding recommendations fit within the City's overall fiscal plan.

As is consistent with the City's funding review process, no funding recommendation is final until formally approved by the City Council. This process allows for additional transparency, oversight, and Council input before final allocations are determined.

B. SUMMARY OF APPLICATION OUTCOMES: FUNDING LEVEL RECOMMENDATIONS FOR FY26 HOPS ALLOCATION

The Housing Operations & Programs Support (HOPS) fund provides critical financial support to organizations offering housing stability services, emergency shelter, case management, and homeownership support in Charlottesville.

For the FY26 funding cycle, the City received \$1,472,348 in total funding requests but had \$575,000 available for allocation. After thorough evaluation by the CAHF Committee and subsequent review by the City Manager and Executive Team, the City is recommending \$452,574 in HOPS funding, leaving a remaining balance of \$122,426 for discretionary housing initiatives.

This funding allocation reflects strategic prioritization of programs that provide direct and immediate benefits to vulnerable populations while also considering broader budget constraints and City policies regarding intergovernmental and fundamental organizations.

1. Applications Not Recommended for FY26 HOPS Funding

Despite the high level of demonstrated need, \$1,019,774 in requests could not be funded due to budget limitations, eligibility considerations, or prioritization of direct service programs.

A. Key Reasons for Non-Funding Decisions

1. Budget Constraints:

- The City had \$575,000 in available funds, while total requests exceeded \$1.47 million—more than double the available budget.
- The high demand meant that some programs, even those with merit, could not be supported within the funding limits.

2. Policy Considerations & Eligibility Restrictions:

- As part of the March 13, 2025, Executive Review, funding to intergovernmental and fundamental organizations (CRHA, PHAR, and BRACH) was deemed ineligible under competitive HOPS funding.
- These agencies provide essential services but were recommended for alternative funding sources outside of the competitive process.

3. Funding Prioritization for Direct Housing & Shelter Services:

- Programs that provide immediate housing stability, case management, and emergency shelter services were prioritized over those focusing on system coordination, advocacy, or long-term planning.

2. List of Organizations Not Recommended (\$605,500 in requests in the table below)

Organization	Program	Amount Requested	Eligibility and Status
1. Charlottesville Redevelopment & Housing Authority (CRHA)	Resident Services	\$75,000	<i>Intergovernmental agency – ineligible for competitive HOPS funding</i>
2. Blue Ridge Area Coalition for the Homeless (BRACH)	System Coordination	\$27,500	<i>Fundamental organization – ineligible for competitive HOPS funding</i>

3. Public Housing Association of Residents (PHAR)	Leadership & Civic Engagement	\$13,950	<i>Fundamental organization – ineligible for competitive HOPS funding</i>
4. Community Housing Partners (CHP)	Housing Operations Support	\$101,500	Eligible for Competitive Grant as General Organization
5. International Rescue Committee (IRC)	IRC Charlottesville Rental Assistance Program	\$35,000	Eligible for Competitive Grant as General Organization
6. International Rescue Committee (IRC)	Rental Assistance & Housing Specialist	\$86,000	Eligible for Competitive Grant as General Organization
7. Legal Aid Justice Center (LAJC)	Eviction Prevention Services	\$100,000	Eligible for Competitive Grant as General Organization
8. Region Ten Community Services Board	Region Ten Homelessness Prevention	\$20,000	<i>Fundamental organization – ineligible for competitive HOPS funding</i>

While these organizations are not receiving HOPS funding for FY26, the City recognizes their importance.

A. Key Factors in Funding Decisions

1. Direct and Immediate Impact:

- Priority was given to programs that provide immediate housing stability services, such as case management, shelter operations, and homeownership assistance.

2. Alignment with City Housing Priorities:

- Funded programs align with the City's Comprehensive Plan and Affordable Housing Strategy, ensuring that HOPS funds support the most impactful housing initiatives.

3. Organizational Capacity and Track Record:

- Organizations that demonstrated strong program outcomes, financial sustainability, and ability to scale their services were prioritized for funding.

3. List of Organizations Recommended for FY26 HOPS Funding (\$458,550)

Organization	Program	Award-Recommended*
9. The Haven	Day Shelter Program	\$80,825
10. The Haven	Vital Housing Services	\$108,825
11. PACEM	Case Management	\$50,000
12. Piedmont Housing Alliance	Charlottesville Affordable Housing Program	\$92,500
13. Georgia's Friends	Georgia's Friends Recovery Residence & Support Programs for Women	\$7,976
14. Habitat for Humanity	Homeownership Program	\$52,500
15. Albemarle Housing Improvement Program (AHIP)	System of Care	\$22,500
16. Community Services Housing, Inc. (CSH)	Housing Development Support	\$43,424
Total		\$458,550

* Award-recommended amounts may be modified after the date of publication of this report.

4. Remaining HOPS Balance for Discretionary Use

- After funding allocations, \$122,426 remains available in HOPS for the City Manager's discretionary use on emerging housing needs or emergency interventions.

5. Final Considerations for City Council

- **High Unmet Demand:** 69% of total HOPS requests went unfunded, reflecting the urgent need for additional resources in housing support and homelessness prevention.
- **Funding Strategy for Future Cycles:** The City may consider alternative funding streams or policy adjustments to support eviction prevention, system coordination, and legal aid services, which were not prioritized in this cycle.
- **Importance of Strategic Oversight:** The March 13 Executive Review played a critical role in ensuring that funding allocations aligned with the City's broader budget constraints, intergovernmental policies, and strategic housing priorities.

C. SUMMARY OF ALL APPLICATIONS

The following section provides a summary of all operational funding applications submitted for FY26 HOPS consideration. Each summary includes the program name, amount requested, purpose of funding as described by the applicant, committee scoring, and funding level recommendations from both the CAHF Committee and the Executive Team. Applications are listed in alphabetical order by organization name.

1. Albemarle Housing Improvement Program (AHIP)

Program Name: AHIP's System of Care

Requested Funding: \$150,000

Purpose of Requested Funding: HOPS funding directly supports the costs of enrolling city residents into AHIP's System of Care, which provides pre-construction services by AHIP staff. Funding will allow AHIP staff to assist clients in crisis by providing resources and recourse for critical housing repair.

Committee Ranking/Scoring: 91

Funding Level Recommendation:

- Executive Team Funding Level: \$22,500 (15%)
- CAHF Committee Funding Level: \$22,500 (15%)
- Difference: \$0

2. Blue Ridge Area Coalition for the Homeless (BRACH)

Program Name: Homeless System of Care Coordination

Requested Funding: \$55,000

Purpose of Requested Funding: The requested funding will support BRACH in maintaining its staffing capacity to improve system coordination within the homelessness Continuum of Care and address emergent, critical needs for unsheltered people. The current staff includes one executive director and an administrative coordinator, who was hired in February 2024 with the support of the FY2024-25 HOPS award. This additional capacity translates to long overdue support for the Executive Director as BRACH works to implement new and innovative partnerships for housing, long-term planning, much-needed outreach on the Downtown Mall and beyond, and collaborative program applications that address large-scale needs that will eventually poise BRACH to make homelessness rare, brief, and non-recurring in our community.

Committee Ranking/Scoring: 94

Funding Level Recommendation:

- Executive Team Funding Level: \$0 (0%)
- CAHF Committee Funding Level: \$27,500 (50%)
- Difference: -\$27,500
- Note: Marked ineligible on March 13 as a fundamental organization.

3. Charlottesville Public Housing Association of Residents (PHAR)

Program Name: Leadership Development and Civic Engagement

Requested Funding: \$93,000

Purpose of Requested Funding: The requested funding will support the continuation and expansion of the PHAR Internship Program by covering personnel costs, program materials and supplies, transportation, and the alumni program.

This will enable PHAR to expand the internship program, launch the youth leadership program, and develop an internship alumni program.

Committee Ranking/Scoring: 91

Funding Level Recommendation:

- Executive Team Funding Level: \$0 (0%)
- CAHF Committee Funding Level: \$13,950 (15%)
- Difference: -\$13,950
- Note: Marked ineligible on March 13 as a fundamental organization.

4. Charlottesville Redevelopment and Housing Authority (CRHA)

Program Name: CRHA Resident Services

Requested Funding: \$150,000

Purpose of Requested Funding: CRHA is requesting funds to help support our Resident Services department. These funds will go toward supporting our Resident Service Coordinators (RSCs), who provide on-site case management, connect residents to supportive services, work with Property Managers to divert evictions, and act as wraparound support as residents pursue personal and professional goals.

Committee Ranking/Scoring: 95

Funding Level Recommendation:

- Executive Team Funding Level: \$0 (0%)
- CAHF Committee Funding Level: \$75,000 (50%)
- Difference: -\$75,000
- Note: Marked ineligible on March 13 as an intergovernmental organization.

5. Community Housing Partners (CHP)

Program Name: CRHA Resident Services

Requested Funding: \$101,500

Purpose of Requested Funding: CHP is requesting funding for a one-year full-time Housing Stability Coordinator to assist affected residents who continue to struggle financially. This special project provides not only a dedicated staff person but also dollars to assist vulnerable residents in becoming lease compliant.

Committee Ranking/Scoring: 78

Funding Level Recommendation:

- Executive Team Funding Level: \$0 (0%)
 - CAHF Committee Funding Level: \$0 (0%)
 - Difference: \$0
-

6. Community Services Housing (CSH)

Program Name: Community Services Housing

Requested Funding: \$86,848

Purpose of Requested Funding: The requested funding is to develop, own, and operate clean, safe, affordable housing for people with disabilities and extremely low incomes in Charlottesville.

Committee Ranking/Scoring: 94

Funding Level Recommendation:

- Executive Team Funding Level: \$43,424 (50%)
 - CAHF Committee Funding Level: \$43,424 (50%)
 - Difference: \$0
-

7. Georgia's Friends

Program Name: Georgia's Friends Recovery Residence & Support Programs for Women

Requested Funding: \$10,000

Purpose of Requested Funding: Georgia's Friends is seeking funds to sustain general operations that support residence life and programs at Georgia's House, the sober-living home we operate at 405 Ridge Street in Charlottesville. Continued support will help underwrite annual costs, which are approximately \$18,000 per resident per year. Funds would also be used to support our structured program that supports women in the early stages of recovery from substance use disorders. The funding will help underwrite annual costs, which are projected to be ~\$360,000 in the City's FY25.

Committee Ranking/Scoring: 92

Funding Level Recommendation:

- Executive Team Funding Level: \$7,976 (80%)
 - CAHF Committee Funding Level: \$7,976 (80%)
 - Difference: \$0
-

8. Habitat for Humanity of Greater Charlottesville

Program Name: Habitat for Humanity of Greater Charlottesville Homeownership Program

Requested Funding: \$75,000

Purpose of Requested Funding: HOPS funds will be used to hire an additional financial empowerment coach who will work directly with these newly approved homebuyers in the Core (Non-Southwood) and Pathways programs. In addition, funds will support staff providing expanded pre-application financial coaching services for residents living in both the Carlton Mobile Home Park and the Southwood Mobile Home Park. These services include comprehensive financial assessments, loan pre-qualification, financial coaching, and application support (for a Habitat home or a home on the market).

Committee Ranking/Scoring: 98

Funding Level Recommendation:

- Executive Team Funding Level: \$52,500 (70%)
 - CAHF Committee Funding Level: \$52,500 (70%)
 - Difference: \$0
-

9. International Rescue Committee (IRC)

Program Name: IRC Charlottesville Rental Assistance Program

Requested Funding: \$35,000

Purpose of Requested Funding: The Charlottesville Rental Assistance Program, which this proposal is designed to fund, is structured so that clients will contribute income from employment and 70% of their TANF towards their rent, submitting payment directly to their landlord. IRC Charlottesville will contribute the balance for one month if funds are available. This process will be repeated for another month if necessary; however, it is with clear understanding that it is the family's responsibility to undertake full accountability as soon as possible. For those IRC clients who qualify for Intensive Case Management (ICM) or Supplemental Case Management (SCM) services, this program may support portions of their rent for an average of four months, depending on the level of vulnerability and assessment guidelines.

Committee Ranking/Scoring: 85

Funding Level Recommendation:

- Executive Team Funding Level: \$0 (0%)
- CAHF Committee Funding Level: \$0 (0%)
- Difference: \$0

10. International Rescue Committee (IRC)

Program Name: IRC Housing Specialist and Financial Coach Position

Requested Funding: \$51,000

Purpose of Requested Funding: This funding would be used to fund a .5FTE staff position for a Housing Specialist and a .25FTE for a Financial Coach to serve clients the IRC is resettling in the Charlottesville community. These roles are key in performing multiple functions, including apartment search, landlord outreach, payment of client initial rent and security deposit,

furniture procurement, utilities set up, and client education on financial literacy. This all leads to the coordination and execution of moving clients to their first apartment. Over the past 26 years, there has always been a challenge in finding housing opportunities for our clients who come with no U.S. rental history, employment history, and no credit. The Housing Specialist is continually working on building new landlord relationships and maintaining existing ones, who waive or minimize these normal requirements. Over the past few years, the affordable housing market has become exponentially more challenging, making the roles of the Housing Specialist and Financial Coach that much more important.

Committee Ranking/Scoring: 89

Funding Level Recommendation:

- Executive Team Funding Level: \$0 (0%)
- CAHF Committee Funding Level: \$0 (0%)
- Difference: \$0

11. Legal Aid Justice Center (LAJC)

Program Name: Legal Services to Prevent Evictions and Ensure Housing Stability

Requested Funding: \$100,000

Purpose of Requested Funding: Legal Services to Prevent Evictions and Ensure Housing Stability will provide free legal services, including tenancy rights information, service navigation, legal advice, and legal representation to low-income, elderly, and disabled residents in the City of Charlottesville. The program will provide a full range of services to eligible clients to prevent unlawful evictions and preserve safe and affordable housing. The goal of this program is to prevent homelessness through legal representation. This program aligns with Charlottesville's Affordable Housing Plan to "Design, fund, and implement a legal services program for residents facing eviction."

Committee Ranking/Scoring: 88

Funding Level Recommendation:

- Executive Team Funding Level: \$0 (0%)
- CAHF Committee Funding Level: \$0 (0%)
- Difference: \$0

12. PACEM

Program Name: PACEM Case Management

Requested Funding: \$100,000

Purpose of Requested Funding: A cornerstone of our success is housing-focused case management, equipping guests with the knowledge and support necessary to transition from our shelter to permanent, stable housing. The core of our approach lies in our capacity to collaborate with both secular and nonsecular organizations, forging partnerships that provide critical support to those most in need.

Committee Ranking/Scoring: 95

Funding Level Recommendation:

- Executive Team Funding Level: \$50,000 (50%)
 - CAHF Committee Funding Level: \$50,000 (50%)
 - Difference: \$0
-

13. Piedmont Housing Alliance (PHA)

Program Name: Charlottesville Affordable Housing Program

Requested Funding: \$185,000

Purpose of Requested Funding: Funding will support essential frontline staff who play a crucial role in directly engaging with and providing vital resources to Charlottesville's most vulnerable and resilient low-income families. These efforts aim to stabilize household finances, improve overall quality of life, and strengthen the fabric of our community. We are deeply committed to approaching this work through a Justice, Equity, Diversity, and Inclusion (JEDI) lens, ensuring that equity and inclusivity are embedded in every aspect of our operations.

Committee Ranking/Scoring: 95

Funding Level Recommendation:

- Executive Team Funding Level: \$92,500 (50%)
 - CAHF Committee Funding Level: \$92,500 (50%)
 - Difference: \$0
-

14. Region Ten Community Services Board (Region Ten)

Program Name: Region Ten Homelessness Prevention

Requested Funding: \$20,000

Purpose of Requested Funding: The Region Ten Homelessness Prevention program would assist individuals with paying rent and/or utility arrear payments; damage mitigation, allowing for a second security deposit and damages that go beyond the scope of the typical security deposit funds; identification and DMV fees, which are often a barrier to applications; utility deposits; application fees for lease and other rental agreements; cleaning services; and cleaning supplies.

Committee Ranking/Scoring: 87

Funding Level Recommendation:

- Executive Team Funding Level: \$0 (0%)
 - CAHF Committee Funding Level: \$0 (0%)
 - Difference: \$0
-

15. The Haven at First & Market, Inc. (The Haven)

Program Name: Day Shelter Program

Requested Funding: \$110,000

Purpose of Requested Funding: While our Rapid Re-Housing and Homeless Prevention programs are federally funded, The Haven's Day Shelter relies on private funding. Funding ensures that every single human being who enters the Day Shelter has access to the basic care and respite services to meet their daily human needs at no cost to themselves while also simply being able to exist in a safe, secure, climate-controlled, welcoming, and nonjudgmental space. As demand for The Haven's Day Shelter services has increased, costs to provide those services have grown. We continue to experience near-record-high rates of inflation in a community with an already abnormally high cost of living; funding support will help ensure ongoing competitive compensation for the demands and performance expectations of the Day Shelter team, who engage every day and most closely with our community's most vulnerable members.

Committee Ranking/Scoring: 101

Funding Level Recommendation:

- Executive Team Funding Level: \$80,825 (73%)
- CAHF Committee Funding Level: \$80,825 (73%)
- Difference: \$0

16. The Haven at First & Market, Inc. (The Haven)

Program Name: Vital Housing Services

Requested Funding: \$150,000

Purpose of Requested Funding: Funding from HOPS for The Haven's Vital Housing Services will be used to support the salaries of Housing Team staff, who administer financial support (rental subsidies, first month's rent, etc.) and provide housing navigation and stabilization services for program beneficiaries with efficiency, compassion, and trauma-informed care. In order to operate our Vital Housing Services, The Haven also requests support for functions crucial to the operation of our Housing Services, such as: Coordinated Entry System operation and staff who ensure equitable access and enrollment into housing programs; Homeless Management Information System (HMIS) administration to ensure accurate data reporting; website administration to facilitate increased transparency regarding our Housing Department policies, procedures, and data; and/or IT support to address the hardware and software needs of our Housing Department, including telecommunications.

Committee Ranking/Scoring: 101

Funding Level Recommendation:

- Executive Team Funding Level: \$108,825 (72.6%)
- CAHF Committee Funding Level: \$108,825 (72.6%)
- Difference: \$0

End of Report

The city remains committed to expanding housing stability efforts and will continue working with stakeholders to strengthen support systems for Charlottesville residents.

- **Point of Contact:** Antoine Williams, Housing Program Manager, Office of Community Solutions, williamsan@charlottesville.gov (434) 970-3513

Policy Briefing Summary

City Council



Regarding:	Resolution to appropriate additional funds for the Virginia Department of Transportation ("VDOT") City of Charlottesville, Virginia ("City") Project Portfolio (\$23,317,263) (2nd reading)
Staff Contact(s):	Krisy Hammill, Director of Budget, Colin Porter, Capital Development Division Project Manager
Presenter:	Michael Goddard, Deputy Director
Date of Proposed Action:	July 7, 2025

Issue

Background / Rule

VDOT has secured additional funds for seven (7) projects: the Barracks Emmet Streetscape Project UPC 111796, Emmet Streetscape Project (UPC 109551), Dairy Road Bridge Replacement Project (UPC 118295), East High Streetscape Project (UPC 109480), Preston Harris Pedestrian Improvements (UPC 113918), 10th and Grady Bike/Pedestrian Improvements (UPC 113916), and Washington Park Bike/Pedestrian Improvements (UPC 113861); ("Projects"). These funds need to be appropriated as part of the Projects' Budget.

Analysis

With the continued rise in construction costs, the City's VDOT representative sought and secured additional funds for the Projects. VDOT has approved the allocations of the additional VDOT funds on these Projects and has issued new Appendix "A's", which have been signed.

The scope of the Barracks Emmet Streetscape Project was reduced to limit Right-of-Way ("ROW") impacts, which also reduced construction costs. The original scope was estimated to cost \$17 million to construct. The reduced scope consists of shortening the Shared Use Path up Barracks Road from 10' to 6' which, allows construction to largely remain in the City's ROW and eliminates retaining walls along the properties up Barracks Road. Even with the reduced scope, an additional \$495,738 has been awarded by VDOT to complete this Project.

The scopes of the Emmet Streetscape Project, Dairy Road Bridge Replacement Project, East High Streetscape Project, Preston Harris Project, and the 10th and Grady Project have not changed. The East High Street Project and the Washington Park Bike/Pedestrian Projects are the only Projects requiring additional local funds with this Resolution. All the other Projects included here are 100% funded using VDOT funds. The Emmet Streetscape Project will also require additional local funds, which will be transferred from a previously appropriated account. That item will be presented for City Council approval as a separate Resolution.

The attached Funding Summary includes a funding reconciliation for each Project. This Agenda item aligns with City Council's strategic outcome areas of Organizational Excellence, Partnerships, and Transportation of the Strategic Plan.

Financial Impact

A large portion of these Projects are funded by funds the City will receive from VDOT. The required local matches are being transferred from previously appropriated funds in a separate account for undergrounding utility work, which will now be combined into the appropriate VDOT accounts.

Recommendation

Following conducting the legally required Public Hearing, City Staff recommends adoption of the attached Resolution appropriating additional funds for the City's VDOT Projects.

Recommended Motion (if Applicable)

"I make a Motion adopting the attached Resolution appropriating additional funds for the City's VDOT Projects."

Attachments

1. VDOT Resolution - June 16
2. VDOT Funding Summary - May 19 Agenda Item
3. Appendix A - Barracks and Emmett Intersection (UPC 111796)
4. Appendix A - Emmet St Corridor Streetscape (UPC 109551)
5. Appendix A - Dairy Rd (UPC 118295)
6. Appendix A - East High Street (UPC 109480)
7. Appendix A - Preston and Harris (UPC 113918)
8. Appendix A - 10th and Grady (UPC 113916)
9. Appendix A - Bike Ped- Washington Park (UPC 113861)



RESOLUTION #R-25-__
Appropriating \$23,317,263 for the Virginia Department of Transportation (VDOT)
City of Charlottesville Project Portfolio

WHEREAS the City of Charlottesville has been awarded state and federal funds through the VDOT to locally administer various state funded transportation projects; and

WHEREAS the Council of the City of Charlottesville previously authorized the City Manager to revise and reallocate funding within the City's VDOT portfolio;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$23,317,263 is hereby appropriated as follows:

Project: Barracks Rd @ Emmet St Intersection
UPC #: 111796

Revenues

\$495,738 Fund: 426 WBS Element: P-00972 GL Code: 430120 (Smart Scale)

Expenditure

\$495,738 Fund: 426 WBS Element: P-00972 GL Code: 599999

Project: Emmet Street Corridor Streetscape & Intersections
UPC #: 109551

Revenues

\$5,257,378 Fund: 426 WBS Element: P-00932 GL Code: 430120 (Smart Scale)

Expenditure

\$5,257,378 Fund: 426 WBS Element: P-00932 GL Code: 599999

Project: Dairy Road Bridge
UPC #: 118295

Revenues

\$5,409,161 Fund: 426 WBS Element: P-01068 GL Code: 430120 (Smart Scale)

Expenditure

\$5,409,161 Fund: 426 WBS Element: P-01068 GL Code: 599999

Project: East High Street
UPC #: 109480

Revenues

\$500,000 Fund: 426 WBS Element: P-00931 GL Code: 430117 (Revenue Share)
\$7,806,836 Fund: 426 WBS Element: P-00931 GL Code: 430120 (Smart Scale)

Transfers from City Undergrounding Utility Project Account (for City Match)

\$3,090,985 Fund: 426 WBS Element: P-00127 GL Code: 599999

Expenditure

\$11,397,821 Fund: 426 WBS Element: P-00931 GL Code: 599999

Project: Pedestrian Improvements at Preston Ave/Harris Street

UPC #: 113918

Revenues

\$410,801 Fund: 426 WBS Element: P-01069 GL Code: 430120 (HSIP)

Expenditure

\$410,801 Fund: 426 WBS Element: P-01069 GL Code: 599999

Project: 10th and Grady

UPC #: 113916

Revenues

\$327,129 Fund: 426 WBS Element: P-01092 GL Code: 430120 (HSIP)

Expenditure

\$327,129 Fund: 426 WBS Element: P-01092 GL Code: 599999

Project: Bike/Ped Washington Park

UPC #: 113861

Revenues

\$13,274 Fund: 426 WBS Element: P-01052 GL Code: 430120 (HSIP)

Transfers from Parks and Rec Trails Project Account (for City Match)

\$5,961 Fund: 426 WBS Element: PR-001 GL Code: 599999

Expenditure

\$19,235 Fund: 426 WBS Element: P-01052 GL Code: 599999

Date Adopted:

Certified:

Clerk of Council

VDOT Project Funding Summary and Reconciliation
May 19, 2025 Council Appropriation

Project: VDOT - #SMART18 - Barracks Rd @ Emmet St Intersection

SAP Account: P-00972

UPC #: 111796

VDOT Appendix A	
Revenue Sources	
Federal	\$0.00
State Revenue Share	\$0.00
SmartScale	\$9,136,604.00
City Revenue Share	\$0.00
City Local Match	\$0.00
Total Project	\$9,136,604.00

Project Appropriations		
<u>April 2, 2018</u>	<i>To Be Appropriated</i> <u>May 19, 2025</u>	Total
		-
		-
\$8,640,866.00	\$495,738.00	\$9,136,604.00
		-
		-
		-
	\$495,738.00	9,136,604.00

Project: VDOT - #HB2.FY17 EMMET STREET CORRIDOR STREETScape & INTERSECTIONS

SAP Account: P-00932

UPC #: 109551

VDOT Appendix A	
Revenue Sources	
Federal	\$0.00
State Revenue Share	\$0.00
SmartScale	\$17,372,099.00
City Revenue Share	\$0.00
City Local Match	\$5,620,105.00
Total Project	\$22,992,204.00

Project Appropriations			
<u>February 13, 2017</u>	<u>June 20, 2023</u>	<i>To Be Appropriated</i> <u>May 19, 2025</u>	Total
			-
			-
\$12,114,721.00		\$5,257,378.00	17,372,099.00
			-
	\$4,183,586.00		4,183,586.00
			-
		\$5,257,378.00	21,555,685.00

**\$1,436,519 in additional funds will be requested as part of a separate resolution.

Project: VDOT - Dairy Road Bridge

SAP Account: P-01068

UPC #: 118295

VDOT Appendix A	
Revenue Sources	
Federal	-

Project Appropriations		
<u>August 25, 2021</u>	<i>To Be Appropriated</i> <u>May 19, 2025</u>	Total
		-

VDOT Project Funding Summary and Reconciliation
May 19, 2025 Council Appropriation

SGR	12,619,825.00
SmartScale	-
City Revenue Share	-
City Local Match	-
Total Project	12,619,825.00

7,210,664.00	5,409,161.00	12,619,825.00
		-
		-
		-
		-
	5,409,161.00	12,619,825.00

Project: VDOT - East High Street

SAP Account: P-00931

UPC #: 109480

VDOT Appendix A	
Revenue Sources	
Federal	-
State Revenue Share	1,000,000.00
SmartScale	13,444,836.00
City Revenue Share	1,000,000.00
City Local Match	2,590,985.00
Total Project	18,035,821.00

Project Appropriations			
<u>January 17, 2017</u>	<u>FY 22 CIP</u>	<i>To be Appropriated</i> <u>May 19, 2025</u>	<u>Total</u>
			-
	500,000.00	500,000.00	1,000,000.00
5,638,000.00		7,806,836.00	13,444,836.00
	500,000.00	500,000.00	1,000,000.00
		2,590,985.00	2,590,985.00
			-
		11,397,821.00	18,035,821.00

Project: Pedestrian Improvements at Preston Ave/Harris St

SAP Account: P-01069

UPC #: 113918

VDOT Appendix A	
Revenue Sources	
Federal	\$0.00
State Revenue Share	\$0.00
HSIP	\$656,526.00
City Revenue Share	\$0.00
City Local Match	\$0.00
Total Project	\$656,526.00

Project Appropriations		
<u>Dec 20, 2021</u>	<i>To Be Appropriated</i> <u>May 19, 2025</u>	<u>Total</u>
		-
		-
\$245,725.00	\$410,801.00	\$656,526.00
		-
		-
		-
	\$410,801.00	656,526.00

VDOT Project Funding Summary and Reconciliation
May 19, 2025 Council Appropriation

Project: 10th and Grady

SAP Account: P-01092

UPC #: 113916

Appendix A	
Revenue Sources	
Federal	\$0.00
State Revenue Share	\$0.00
HSIP	\$827,235.00
City Revenue Share	\$0.00
City Local Match	\$0.00
Total Project	\$827,235.00

Project Appropriations		
February 6, 2023	<i>To Be Appropriated</i> May 19, 2025	Total
		-
		-
\$500,106.00	\$327,129.00	\$827,235.00
		-
		-
		-
	\$327,129.00	827,235.00

Project: VDOT - Bike/Ped Washington Park

SAP Account: P-01052

UPC #: 113861

Appendix A	
Revenue Sources	
Federal	\$0.00
State Revenue Share	\$0.00
HSIP	\$473,839.00
City Revenue Share	\$0.00
City Local Match	\$19,411.00
Total Project	\$493,250.00

Project Appropriations				
December 21, 2020	October 4, 2021	August 7, 2023	<i>To Be Appropriated</i> May 19, 2025	Total
				-
				-
\$100,000.00	\$74,900.00	\$285,665.00	\$13,274.00	\$473,839.00
				-
	\$13,450.00		\$5,961.00	19,411.00
				-
\$100,000.00	\$88,350.00		\$19,235.00	493,250.00

Appendix A Revision 1

Date: 3/20/2025

Project Number: 0654-104-336 UPC: 111796 CFDA # 20.205 Locality: City of Charlottesville

Project Location ZIP+4: 22903-4839	Locality UEI #: C6VFXLAFKEY1	Locality Address (incl ZIP+4): 610 East Market Street Charlottesville, VA 22902-5304
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Project Narrative

Work Description:	#SMART18 - BARRACKS RD @ EMMET ST INTERSECTION - Right turn lanes will be added to northbound Emmet St (Rt 29) and westbound Barracks Rd, bike/ped improvements and improvements to existing transit facilities.		
From:	0.06 MI S OF INT. BARRACKS ROAD		
To:	0.08 MI N OF INT. BARRACKS ROAD		
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	\$1,363,319	\$750,000	\$6,743,285	\$8,856,604
Estimated VDOT Project Expenses	\$100,000	\$30,000	\$150,000	\$280,000
Estimated Total Project Costs	\$1,463,319	\$780,000	\$6,893,285	\$9,136,604

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	\$1,463,319	Smart Scale	0%	\$0	\$1,463,319	
Total PE	\$1,463,319			\$0	\$1,463,319	\$1,363,319
Right of Way & Utilities	\$780,000	Smart Scale	0%	\$0	\$780,000	
Total RW	\$780,000			\$0	\$780,000	\$750,000
Construction	\$6,893,285	Smart Scale	0%	\$0	\$6,893,285	
Total CN	\$6,893,285			\$0	\$6,893,285	\$6,743,285
Total Estimated Cost	\$9,136,604			\$0	\$9,136,604	\$8,856,604

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

\$9,136,604

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

\$8,856,604

Project Financing

						Aggregate Allocations
Smart Scale						
\$9,136,604						\$9,136,604

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 \$9,136,604
- 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.
- Project estimate, schedule and commitment to funding are subject to the requirements established in the Commonwealth Transportation Board (CTB) Policy and Guide for Implementation of the SMART SCALE Project Prioritization Process, Code of Virginia, and VDOT's Instructional and Informational Memorandums.
- This Project shall be initiated and at least a portion of the Project's programmed funds expended within one year of the budgeted year of allocation or funding may be subject to reprogramming to other Projects selected through the prioritization process. In the event the Project is not advanced to the next phase of construction when requested by the CTB, the LOCALITY or Metropolitan Planning Organization may be required, pursuant to § 33.2-214 of the Code of Virginia, to reimburse the DEPARTMENT for all state and federal funds expended on the Project.
- This Project has been selected through the Smart Scale (HB2) application and selection process and will remain in the SYIP as a funding priority unless certain conditions set forth in the CTB Policy and Guidelines for Implementation of a Project Prioritization Process arise. Pursuant to the CTB Policy and Guidelines for Implementation of a Project Prioritization Process and the SMART SCALE Reevaluation Guide, this Project will be re-scored and/or the funding decision re-evaluated if any of the following conditions apply: a change in the scope, an estimate increase, or a reduction in the locally/regionally leveraged funds. Applications may not be submitted in a subsequent SMART SCALE prioritization cycle to account for a cost increase on a previously selected Project.
- 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: 2025.04.08 16:30:21 -04'00'

Authorized Locality Official

Date

Banks Gregory
uos15545

Digitally signed by Banks Gregory
uos15545
Date: 2025.04.09 08:11:27 -04'00'

Authorized VDOT Official

Date

Revised: February 1, 2019

Project Number: U000-104-297 UPC: 109551 CFDA # 20.205 Locality: City of Charlottesville

Project Location ZIP+4: 22903-1739	Locality UEI #: C6VFXLAFKEY1	Locality Address (incl ZIP+4): 610 East Market Street Charlottesville, VA 22902-5304
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Project Narrative

Work Description:	#HB2.FY17 EMMET STREET CORRIDOR STREETSCAPE & INTERSECTIONS				
From:	0.046 Mile South of Ivy Road on Emmet Street				
To:	Arlington Boulevard				
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	\$2,006,864	\$3,997,500	\$16,670,644	\$22,675,008	
Estimated VDOT Project Expenses	\$91,996	\$40,500	\$185,000	\$317,496	
Estimated Total Project Costs	\$2,098,860	\$4,038,000	\$16,855,644	\$22,992,504	

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	\$2,098,860	Smart Scale	0%	\$0	\$2,098,860	
Total PE	\$2,098,860			\$0	\$2,098,860	\$2,006,864
Right of Way & Utilities	\$4,038,000	Smart Scale	0%	\$0	\$4,038,000	
Total RW	\$4,038,000			\$0	\$4,038,000	\$3,997,500
Construction	\$11,235,239	Smart Scale	0%	\$0	\$11,235,239	
	\$5,620,405	Local Funds	100%	\$5,620,405	\$0	
Total CN	\$16,855,644			\$5,620,405	\$11,235,239	\$11,050,239
Total Estimated Cost	\$22,992,504			\$5,620,405	\$17,372,099	\$17,054,603

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

\$17,372,099

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

\$17,054,603

Project Financing

Smart Scale	Local Funds					Aggregate Allocations
\$17,372,099	\$5,620,405					\$22,992,504

Program and Project Specific Funding Requirements

- This Project shall be administered in accordance with VDOT's Locally Administered Projects Manual, Urban Manual and Urban Construction Initiative Program Guide.
- This is a limited funds project. The LOCALITY shall be responsible for any additional funding in excess of \$17,372,099
- Reimbursement for eligible expenditures shall not exceed funds allocated each year by the Commonwealth Transportation Board in the Six Year Improvement
- All local funds included on this appendix have been formally committed by the local government's board or council resolution subject to appropriation.
- Project estimate, schedule and commitment to funding are subject to the requirements established in the Commonwealth Transportation Board (CTB) Policy and Guide for Implementation of the SMART SCALE Project Prioritization Process, Code of Virginia, and VDOT's Instructional and Informational Memorandums.
- This Project shall be initiated and at least a portion of the Project's programmed funds expended within one year of the budgeted year of allocation or funding may be subject to reprogramming to other Projects selected through the prioritization process. In the event the Project is not advanced to the next phase of construction when requested by the CTB, the LOCALITY or Metropolitan Planning Organization may be required, pursuant to § 33.2-214 of the Code of Virginia, to reimburse the DEPARTMENT for all state and federal funds expended on the Project.
- This Project has been selected through the Smart Scale (HB2) application and selection process and will remain in the SYIP as a funding priority unless certain conditions set forth in the CTB Policy and Guidelines for Implementation of a Project Prioritization Process arise. Pursuant to the CTB Policy and Guidelines for Implementation of a Project Prioritization Process and the SMART SCALE Reevaluation Guide, this Project will be re-scored and/or the funding decision re-evaluated if any of the following conditions apply: a change in the scope, an estimate increase, or a reduction in the locally/regionally leveraged funds. Applications may not be submitted in a subsequent SMART SCALE prioritization cycle to account for a cost increase on a previously selected Project.
- 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: 2025.04.08 16:31:10 -04'00'

Authorized Locality Official

Date

Banks Gregory
uos15545Digitally signed by Banks
Gregory uos15545
Date: 2025.04.09 14:47:19 -04'00'

Authorized VDOT Official

Date

Appendix A Revision 1

Date: 4/7/2024

Project Number: U000-104-365 UPC: 118295 CFDA # 20.205 Locality: City of Charlottesville

Project Location ZIP+4: 22903-1304	Locality UEI #: C6VFXLAFKEY1	Locality Address (incl ZIP+4): 610 East Market ST, Charlottesville, VA 22902-5304
Project Narrative		
Work Description:	#SGR21LB - Dairy Road over RTE 250 Bypass (FED ID 20073) - Complete Replacement of Bridge Structure over Route 250 Bypass	
From:	Dairy RD over RTE 250 Bypass	
To:	Dairy RD over RTE 250 Bypass	
Locality Project Manager Contact info:	Najeeb Behnam 434-459-9763 behnamn@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	\$1,261,543	\$4,000	\$11,113,282	\$12,378,825
Estimated VDOT Project Expenses	\$90,000	\$1,000	\$150,000	\$241,000
Estimated Total Project Costs	\$1,351,543	\$5,000	\$11,263,282	\$12,619,825

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	\$1,351,543	SGR	0%	\$0	\$1,351,543	
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total PE	\$1,351,543			\$0	\$1,351,543	\$1,261,543
Right of Way & Utilities	\$5,000	SGR	0%	\$0	\$5,000	
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total RW	\$5,000			\$0	\$5,000	\$4,000
Construction	\$11,263,282	SGR	0%	\$0	\$11,263,282	
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total CN	\$11,263,282			\$0	\$11,263,282	\$11,113,282
Total Estimated Cost	\$12,619,825			\$0	\$12,619,825	\$12,378,825

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)	\$12,619,825
Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)	\$12,378,825

Project Financing						
						Aggregate Allocations
SGR						
\$12,619,825						\$12,619,825

Program and Project Specific Funding Requirements	
<ul style="list-style-type: none">• 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 \$12,619,825• 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.• Reimbursement for eligible expenditures shall not exceed funds allocated each year by the Commonwealth Transportation Board in the Six Year Improvement Program.• Project estimate, schedule and commitment to funding are subject to the requirements established in the Commonwealth Transportation Board (CTB) Policy and Guidelines for Implementation of the State of Good Repair Prioritization Process, Code of Virginia, and VDOT's Instructional and Informational Memorandums.• Projects receiving funding under this program must initiate the Preliminary Engineering or the Construction Phase within 24 months of award of funding or become subject to deallocation. In the event the Project is not advanced to the next phase of construction, the LOCALITY may be required, pursuant to § 33.2-214 of the Code of Virginia, to reimburse the Department for all state and federal funds expended on the Project.• This Project has been selected through the State of Good Repair application and selection process and will remain in the SYIP as a funding priority. Pursuant to the Commonwealth Transportation Board State of Good Repair Program Prioritization Process Methodology, this Project will be re-scored and/or the funding decision re-evaluated if any of the following conditions apply: a change in the scope, an estimate increase, or a reduction in the locally/regionally leveraged funds. Applications may not be submitted in a subsequent annual State of Good Repair prioritization cycle for the same bridge structure to account for a cost increase on a previously selected Project.• 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: 2025.04.07 14:44:34 -04'00'

Authorized Locality Official Date

Samuel Sanders, Jr

Typed or printed name of person signing

Banks Gregory uos15545 Digitally signed by Banks Gregory
uos15545
Date: 2025.04.08 10:37:46 -04'00'

Authorized VDOT Official Date

Gregory Banks

Typed or printed name of person signing

Revised: February 1, 2019

Appendix A Revision 2

Date: 3/20/2025

Project Number: U000-104-298 UPC: 109480 CFDA # 20.205 Locality: City of Charlottesville

Project Location ZIP+4: 22902-5148	Locality UEI #: C6VFXLAFKEY1	Locality Address (incl ZIP+4): 610 East Market Street Charlottesville, VA 22902-5304
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Project Narrative

Work Description:	#HB2.FY17 EAST HIGH STREETSCAPE IMPROVEMENTS - Project will add bike lanes, rebuild sidewalks, road diet portions of East High Street from Locust Avenue westwards to High Street and 9th Street from High Street to Market Street and then along Market Street to 8th St.	
From:	Intersection of east market street/7th street NE	
To:	East High Street/Locust Avenue	
Locality Project Manager Contact info:	Najeeb Behnam 434-459-9763	behnamn@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	\$1,429,383	\$551,680	\$15,875,508	\$17,856,571
Estimated VDOT Project Expenses	\$60,000	\$29,250	\$90,000	\$179,250
Estimated Total Project Costs	\$1,489,383	\$580,930	\$15,965,508	\$18,035,821

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	\$1,489,383	Smart Scale (HB2)	0%	\$0	\$1,489,383	
Total PE	\$1,489,383			\$0	\$1,489,383	\$0
Right of Way & Utilities	\$580,930	Smart Scale (HB2)	0%	\$0	\$580,930	
Total RW	\$580,930			\$0	\$580,930	\$551,680
Construction	\$11,374,523	Smart Scale (HB2)	0%	\$0	\$11,374,523	
	\$2,000,000	Revenue Sharing	50%	\$1,000,000	\$1,000,000	
	\$2,590,985	Local Funds	100%	\$2,590,985	\$0	
Total CN	\$15,965,508			\$3,590,985	\$12,374,523	\$12,284,523
Total Estimated Cost	\$18,035,821			\$3,590,985	\$14,444,836	\$12,836,203

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

\$14,444,836

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

\$12,836,203

Project Financing

Smart Scale (HB2) DGP	Revenue Sharing State Match	Revenue Sharing Local Match	Local Funds		Aggregate Allocations
\$13,444,836	\$1,000,000	\$1,000,000	\$2,590,985		\$18,035,821

Program and Project Specific Funding Requirements

- This Project shall be administered in accordance with VDOT's Locally Administered Projects Manual, Urban manual and Urban Construction Initiative Program Guide
- All local funds included on this appendix have been formally committed by the local government's board or council resolution subject to appropriation.
- This is limited funds project. The locality shall be responsible for any additional funding in excess of \$14,444,836 (if applicable)
- Project estimate, schedule, and commitment to funding are subject to the requirements established in the Commonwealth Transportation Board Policy and Guidelines for implementation of a project prioritization process code of Virginia and VDOT's instructional and information memorandums.
- This Project shall be initiated and at least a portion of the Project's programmed funds expended within one year of the budgeted year of allocation or funding may be subject to reprogramming to other Projects selected through the prioritization process. In the event the Project is not advanced to the next phase of construction when requested by the CTB, the LOCALITY or Metropolitan Planning Organization may be required, pursuant to § 33.2-214 of the Code of Virginia, to reimburse the DEPARTMENT for all state and federal funds expended on the Project.
- This Project has been selected through the Smart Scale (HB2) application and selection process and will remain in the SYIP as a funding priority unless certain conditions set forth in the CTB Policy and Guidelines for Implementation of a Project Prioritization Process arise. Pursuant to the CTB Policy and Guidelines for Implementation of a Project Prioritization Process and the SMART SCALE Reevaluation Guide, this Project will be re-scored and/or the funding decision re-evaluated if any of the following conditions apply: a change in the scope, an estimate increase, or a reduction in the locally/regionally leveraged funds. Applications may not be submitted in a subsequent SMART SCALE prioritization cycle to account for a cost increase on a previously selected Project.
- 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: 2025.03.24 17:19:12 -04'00'

Authorized Locality Official

Date

Banks Gregory
uos15545

Authorized VDOT Official

Date

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Date: 2025.03.25 09:14:36 -04'00'

Revised: February 1, 2019

Appendix A Revision 2

Date: 9/11/2023

Project Number: 0250-104-344

UPC: 113918

CFDA # 20.205

Locality: City of Charlottesville

Project Location ZIP+4: 22903-2228

Locality UEI #: C6VFXLAFKEY1

Locality Address (incl ZIP+4):
610 East Market Street
Charlottesville, VA 22902-5304

Project Narrative

Work Description: PEDESTRIAN IMPROVEMENTS AT PRESTON AVE/HARRIS ST.

From: 0.06 MI EAST OF HARRIS STREET

To: 0.04 MI WEST OF HARRIS STREET

Locality Project Manager Contact Info: Steven Hicks 434-970-3395

hickss@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	\$190,860	\$54,943	\$385,223	\$631,026
Estimated VDOT Project Expenses	\$10,500	\$5,000	\$10,000	\$25,500
Estimated Total Project Costs	\$201,360	\$59,943	\$395,223	\$656,526

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	\$201,360	HSIP	0%	\$0	\$201,360	
Total PE	\$201,360			\$0	\$201,360	\$190,860
Right of Way & Utilities	\$59,943	HSIP	0%	\$0	\$59,943	
Total RW	\$59,943			\$0	\$59,943	\$54,943
Construction	\$395,223	HSIP	0%	\$0	\$395,223	
Total CN	\$395,223			\$0	\$395,223	\$385,223
Total Estimated Cost	\$656,526			\$0	\$656,526	\$631,026

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

\$656,526

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

\$631,026

Project Financing

HSIP						Aggregate Allocations
\$656,526						\$656,526

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 \$656,526
- 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 Project is funded with federal-aid Highway Safety Improvement Program (HSIP) funds. These funds must be obligated within 12 months of allocation and expended within 36 months of the obligation.
- 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 JrDigitally signed by
Samuel Sanders Jr
Date: 2023.10.16
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10/16/2023

Authorized Locality Official

Date

Banks Gregory
uos15545Digitally signed by Banks
Gregory uos15545
Date: 2023.10.16 16:18:13 -04'00'

10/16/2023

Authorized VDOT Official

Date

Revised: February 1, 2019

Expend: 29,119
Balance: 627,407

Appendix A Revision 1

Date: 9/11/2023

Project Number: 0250-104-342

UPC: 113916

CFDA # 20.205

Locality: City of Charlottesville

Project Location ZIP+4: 22903-2228

Locality UEI #: C6VFXLAFKEY1

Locality Address (incl ZIP+4):
610 East Market Street
Charlottesville, VA 22902-5304

Project Narrative

Work Description: 10TH & GRADY AVENUE BIKE PED

From: 0.04 EAST OF ROUTE 3423

To: 0.06 WEST OF ROUTE 3423

Locality Project Manager Contact info: Steven Hicks 434-970-3395

hickss@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	\$175,718	\$42,741	\$583,776	\$802,235
Estimated VDOT Project Expenses	\$10,000	\$5,000	\$10,000	\$25,000
Estimated Total Project Costs	\$185,718	\$47,741	\$593,776	\$827,235

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	\$185,718	HSIP	0%	\$0	\$185,718	
Total PE	\$185,718			\$0	\$185,718	\$175,718
Right of Way & Utilities	\$47,741	HSIP	0%	\$0	\$47,741	
Total RW	\$47,741			\$0	\$47,741	\$42,741
Construction	\$593,776	HSIP	0%	\$0	\$593,776	
Total CN	\$593,776			\$0	\$593,776	\$583,776
Total Estimated Cost	\$827,235			\$0	\$827,235	\$802,235

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

\$827,235

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

\$802,235

Project Financing

HSIP					Aggregate Allocations
\$827,235					\$827,235

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 \$827,235
- 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 Project is funded with federal-aid Highway Safety Improvement Program (HSIP) funds. These funds must be obligated within 12 months of allocation and expended within 36 months of the obligation.
- 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 JrDigitally signed by
Samuel Sanders Jr
Date: 2023.10.16
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10/16/2023

Authorized Locality Official

Date

Banks Gregory
uos15545Digitally signed by Banks
Gregory uos15545
Date: 2023.10.16 16:17:40 -04'00'

10/16/2023

Authorized VDOT Official

Date

Revised: February 1, 2019

Expended: 4,953

Balance: 822,282

Project Location ZIP+4: 22903-5249		Locality UEI #: C6VFXLAFKEY1		Locality Address (incl ZIP+4): 610 East Market Street Charlottesville, VA 22902-5304	
Project Narrative					
Work Description:	Washington park/Madison Avenue Bicycle Connector Trail				
From:	Preston Ave				
To:	Rose Hill Drive				
Locality Project Manager Contact info:		Chris Gensic 434-970-3656		gensic@charlottesville.org	
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	\$5,000	\$0	\$443,250	\$448,250	
Estimated VDOT Project Expenses	\$20,000	\$0	\$25,000	\$45,000	
Estimated Total Project Costs	\$25,000	\$0	\$468,250	\$493,250	

Project Cost and Reimbursement						
Phase	Estimated Project Costs	Funds type <i>(Choose from drop down box)</i>	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	\$5,589	HSIP	0%	\$0	\$5,589	
	\$19,411	Local Funds	100%	\$19,411	\$0	
				\$0	\$0	
Total PE	\$25,000			\$19,411	\$5,589	-\$14,411
Right of Way & Utilities						
Total RW						\$0
Construction	\$468,250	HSIP	0%	\$0	\$468,250	
				\$0	\$0	
Total CN	\$468,250			\$0	\$468,250	\$443,250
Total Estimated Cost	\$493,250			\$19,411	\$473,839	\$428,839

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)	\$473,839
Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)	\$428,839

Project Financing						
						Aggregate Allocations
HSIP	Local Funds					
\$473,839	\$19,411					\$493,250

Program and Project Specific Funding Requirements	
<ul style="list-style-type: none">• 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 \$473,839• Reimbursement for eligible expenditures shall not exceed funds allocated each year by the Commonwealth Transportation Board in the Six Year Improvement Program.• All local funds included on this appendix have been formally committed by the local government's board or council resolution subject to appropriation.• This Project is funded with federal-aid Highway Safety Improvement Program (HSIP) funds. These funds must be obligated within 12 months of allocation and expended within 36 months of the obligation.• 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.	

Authorized Locality Official

Date

Authorized VDOT Official

Date

Policy Briefing Summary

City Council



Regarding:	Resolution to amend the City of Charlottesville, Virginia ("City"), CDBG and HOME Funding Awards for Program Year 2025-26, a Minor Amendment to the City's 1-Year Annual Action Plan, in the amounts of \$6,835.00 (CDBG) and \$2,859.47 (HOME) (2nd reading)
Staff Contact(s):	Anthony Warn, Grants Analyst, Taylor Harvey-Ryan, Grants Program Manager
Presenter:	Anthony Warn, Grants Analyst
Date of Proposed Action:	July 7, 2025

Issue

The City is an Entitlement Community participating in the Community Development Block Grants ("CDBG") and HOME Investment Partnerships Program(s) through the U.S. Department of Housing & Urban Development ("HUD"). Local approval by an elected, representative body is required by HUD for all HUD-funded activities, including amendments that are the result of HUD action.

Background / Rule

On May 14, 2025, the City was notified by HUD of its formula allocations for the City's CDBG and HOME Programs. HUD's official 2025-26 CDBG allocation of \$445,452 represents a slight increase of \$6,835 (or +1.56%) over the previous 2024-25 allocation of \$438,617; thereby, providing the City with the opportunity to increase funding awards for some previously approved sub-recipient activities. Similarly, the 2025-26 allocation for the Thomas Jefferson Area HOME Consortium represents a positive increase of \$35,898.06 (or 5.51%) over the previous 2024-25 allocation of \$651,111.00.

Specifically, the City now has the opportunity to provide an additional \$4,442.75 in CDBG funds to support activities that fit within HUD's Public Services activities category, and an additional \$2,859.47 in HOME funds to support Piedmont Housing Alliance's ("PHA") 905 Rives Street affordable housing initiative.

Analysis

CDBG:

HUD regulations limit funding for what it classifies as Public Services ("PS") activities to no more than 15% of the CDBG allocation for that Program year. The funding recommendations for PS activities that were approved by City Council on May 5, 2025, were estimated based on the City's 2024-25 CDBG allocation. As the amount allocated by HUD for CDBG in its May 14, 2025, Formula Award Notification Letter to the City was slightly higher than anticipated, the 15% now available to fund PS activities is slightly larger than the amount on which the initial funding recommendations were based. Given the value of PS activities to our community, especially for those who may be most in need of their benefits, it is advantageous for the City to increase its previously approved PS activity awards equally among the three (3) funded activities.

HOME:

Similarly, HUD's May 14 Notification Letter indicates the City can expect to receive a slightly higher HOME award than was anticipated, in the amount of \$85,876.13 (for an anticipated increase of \$2,859.47). As the proposed cost for PHA's previously approved 905 Rives Street affordable housing

Project is significantly higher than the HOME funds initially expected to be available, and given that the City was unable to fund PHA's initial request in full, these additional funds could help PHA close the funding gap for this Project; thereby, speeding up the delivery of these long-term affordable units.

Financial Impact

As the funds proposed here 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, the 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.

Recommendation

Based on the anticipated benefits for our community of the amended CDBG and HOME funding awards presented here today, specifically in that worthy community benefit groups will receive slightly higher awards, City Staff recommends City Council adopt the two (2) attached Resolutions, as well as the associated appropriation of funds within the CDBG and HOME funds needed to implement the proposed Program and related enhancements.

Recommended Motion (if Applicable)

"I move that City Council adopt the attached Resolution amending the CDBG funding recommendations, in the amount of \$445,452.00, and to appropriate associated funds as needed to implement the proposal presented herein;"

and

"I move that City Council adopt the attached Resolution approving the amended HOME funding recommendation, in the amount of \$85,876.13, and to appropriate associated funds as needed to implement the proposal presented herein."

Attachments

1. RES_CDBG amendment \$445,452
2. RES_HOME amendment \$85,876.13
3. FY25 CPD Formula Letter 20250514May14 Charlottesville, VA



RESOLUTION #R-__ - __
**Appropriating 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 \$445,452 ~~438,617~~, Amended**

WHEREAS the City has been advised by the U.S. Department of Housing and Urban Development (“HUD”) that it is eligible to receive an anticipated Community Development Block Grant (“CDBG”) allocation for the 2025-26 program year, in the approximate amount of \$445,452 ~~438,617~~; and

WHEREAS City Council previously approved the CDBG program funding recommendations of the City’s CDBG/HOME Taskforce at a public hearing held on May 5, 2025 (#R-25-039);

NOW, THEREFORE, 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 amended and 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>SAP Order #</i>	<i>Funding Recommendation</i>	<i>Award</i>
218	1900593	CIC Entrepreneur Programs	\$25,000.00
218	1900594	LVCA Beginning Workforce Development	\$50,000.00
<i>Subtotal, Economic Development:</i>			<i>\$75,000.00</i>

Public Facilities & Infrastructure Enhancements

<i>Fund</i>	<i>SAP Order #</i>	<i>Funding Recommendation</i>	<i>Award</i>
218	1900595	Arc of the Piedmont Shower Replacement at Shamrock Group Home	\$20,500.00
<i>Subtotal, Public Facilities & Infrastructure:</i>			<i>\$20,500.00</i>

Affordable Housing Activities

<i>Fund</i>	<i>SAP Order #</i>	<i>Funding Recommendation</i>	<i>Award</i>
218	1900592	AHIP Charlottesville Critical Home Rehabs	\$140,000.00
<i>Subtotal, Affordable Housing:</i>			<i>\$140,000.00</i>

Public Services Activities

<i>Fund</i>	<i>SAP Order #</i>	<i>Funding Recommendation</i>	<i>Revised Award</i>
218	1900596	PHA Financial Opportunity Center (FOC) Credit Club	\$21,683.75 21,342.00
218	1900597	PHAR Resident-Involved Redevelopment	\$22,960.30 22,618.55
218	1900598	The Haven Coordination of Community Service Providers	\$22,173.75 21,832.00
<i>Subtotal, Public Services:</i>			<i>\$66,817.80 65,792.55</i>

Programmatic Funds

<i>Fund</i>	<i>SAP Cost Center</i>	<i>Funding Recommendation</i>	<i>Revised Appropriation</i>
218	3914001000	CDBG Planning & Admin	\$89,090.40 87,723.40
218	3914001000	Council Strategic Development Fund	\$54,043.80 49,601.05

Subtotal, Programmatic: \$143,134.20 ~~137,324.45~~

Total PY25 Funding Recommendations: \$445,452.00 ~~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 \$445,452.00 ~~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.

Date Adopted:

Certified: _____
Clerk of Council



RESOLUTION #R-__ - __

Approving 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 \$85,876.13 ~~83,016.66~~, Amended

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 \$687,009.06 ~~651,111~~, of which the City anticipates receipt of approximately \$85,876.13 ~~83,016.66~~ to support local affordable housing ("AH") initiatives; and

WHEREAS City Council previously approved the HOME program funding recommendations of the City's CDBG/HOME Taskforce at a public hearing held on May 5, 2025 (#R-25-040); 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;

NOW, THEREFORE, 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:

<i>PY</i>	<i>Subrecipient</i>	<i>Funded Activity</i>	<i>Revised Award</i>
PY25	Piedmont Housing Alliance	905 Rives St. Townhomes AH	\$85,876.13 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 \$85,876.13 ~~83,016.66~~ in HOME funds as the city's local share of HOME funds received by the Thomas Jefferson Area 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.

Date Adopted:

Certified: _____
Clerk of Council



OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

May 14, 2025

The Honorable Juandiego Wade
Mayor of Charlottesville
PO Box 911
Charlottesville, VA 22902

Dear Mayor Wade,

Secretary Scott Turner is committed to improving housing opportunities, reducing regulations to lower housing cost, and expanding housing supply for hardworking Americans. The nationwide shortage of rental and owner-occupied properties and the current rate of construction has not kept pace with the demand. This lack of adequate housing supply leads to higher prices for renters and homebuyers alike, forcing some into homelessness and preventing countless Americans from becoming homeowners. Across the country, partnerships between public and private sectors are providing millions of Americans an opportunity to get ahead. HUD is determined to continue its collaboration with you so programs are responsibly utilized and can spark additional leveraging and partnerships to address the nation's housing crisis.

As authorized by the Consolidated Appropriations Act (Public Law 119-4) on March 15, 2025, I am honored and excited to announce that your jurisdiction is receiving the following Fiscal Year 2025 allocations for the identified programs:

Community Development Block Grant (CDBG) - \$445,452.00

HOME Investment Partnerships (HOME) - \$687,009.06

Emergency Solutions Grants (ESG) - \$0.00

Housing Opportunities for Persons W/ HIV/AIDS (HOPWA) - \$0.00

Housing Trust Fund (HTF) - \$0.00

Recovery Housing Program (RHP) - \$0.00

In addition, your jurisdiction's CDBG allocation for this year provides you with \$2,227,260.00 in available Section 108 loan guarantee borrowing authority. Section 108 permits you to borrow up to five times of your current CDBG allocation. This loan allows jurisdictions to maximize access to low-interest capital, and provide long-term financing to invest in Opportunity Zones, or further address gap financing for big projects that you envision for your community.

As you are finalizing your Annual Action Plans or Consolidated Plans that are due for submission to our office by August 16, 2025, please be reminded that it is important to align with executive orders and applicable laws. If you or any member of your staff have questions, please do not hesitate to contact your local HUD Field Office in Richmond or CPDGDAS@hud.gov.

Thank you for your interest in CPD programs and for ensuring that these dollars are responsibly achieving outcomes as intended by law. When people have a safe and stable place to call home, they can focus on contributing to the economy and be productive members of their respective communities.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Fernandez", with a stylized, flowing script.

Claudette Fernandez
General Deputy Assistant Secretary
for Community Planning and Development

Policy Briefing Summary

City Council



Regarding:	Resolution to Amend and Reallocate Tax and Rent Relief Budgets (2nd reading)
Staff Contact(s):	Krisy Hammill, Director of Budget, Todd Divers, Commissioner of the Revenue, Jason Vandever, City Treasurer
Presenter:	Krisy Hammill, Director of Budget
Date of Proposed Action:	July 7, 2025

Issue

Amounts budgeted in FY 2025 for tax and rent relief need to be reallocated or amended to reflect the actual amount of relief awarded.

Background / Rule

Annually, City Council allocates funding in the General Fund for the Charlottesville Homeowner Assistance Program ("CHAP") and tax and rent relief for the elderly and disabled.

CHAP provides a grant in aid to any qualified natural person who owns and occupies property in the City and who meets certain eligibility requirements. The Grant amount is a fixed amount and is based on the applicant's income.

The Rental Relief program provides payment of Grants to qualified tenants residing in the City who are sixty-five (65) years of age or who are permanently and totally disabled. The Real Estate Tax Relief Program provides real estate tax relief for qualified property owners who are sixty-five (65) years of age or who are permanently and totally disabled.

Analysis

The budgets for these Programs are projected and approved months in advance of the time that applications and requests for assistance are submitted and received by the City. As a result, City Staff must rely on past trends and other empirical information to make a recommendation for the Budget amounts for each Program. In FY 2025, the Budget included a total of \$2,718,000 for all the Grant and Relief Programs. To date, a total of \$3,035,611 has been awarded. The FY 2025 Budget Resolution passed by Council last April included specific Budget amounts for each specific Program. Some of the Programs came in under budget, while others are over budget. The attached Resolution requests City Council to revise the Budget for each Program, so that the financial record will accurately reflect City Council's approval of the relief which has been granted.

Financial Impact

The FY 2025 Budget will be amended by \$317,611 to reflect the actual amount of tax and rent relief granted to qualified applicants. This additional expenditure will be offset by additional real estate tax revenue, which has been received in excess of the original amount budgeted for FY 2025.

Recommendation

City Staff recommends City Council adopt the attached Resolution.

Recommended Motion (if Applicable)

"I make a Motion adopting the attached Resolution amending and reallocating the tax and rent relief Budgets as specified in the Resolution."

Attachments

1. Resolution for Tax and Rent Relief Budget Adjustments FY 2025



RESOLUTION #R-__-__
Resolution to Amend and Reallocate FY 2025 Budget for Tax and Relief Accounts

WHEREAS the City of Charlottesville through the FY 2024 Budget process allocated a total of \$2,718,000 to be used for the tax, homeownership, and rent relief programs;

WHEREAS, the amounts originally budgeted for tax and rent relief were based on projections and do not align with the actual awards for each program;

WHEREAS, the amounts of real estate tax revenue to be collected in FY 2025 will be in excess of the amount budgeted by an amount sufficient to cover this amendment;

THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the tax, homeownership and rent relief budgets be amended in the following manner:

Budget Increases

\$ 38,615.09	Fund: 105	Cost Center: 1813003000	G/L Code: 540061
\$230,000.00	Fund: 105	Cost Center: 3343019000	G/L Code: 540065
\$317,610.97	Fund: 105	Cost Center: 9900000000	G/L Code: 400010

Budget Decreases

\$ 28,354.86	Fund: 105	Cost Center: 1813004000	G/L Code: 540062
\$ 63,330.50	Fund: 105	Cost Center: 1813005000	G/L Code: 540064
\$483,213.19	Fund: 105	Cost Center: 1813006000	G/L Code: 540064
\$ 11,327.51	Fund: 105	Cost Center: 1813007000	G/L Code: 540065

<u>Account Code</u>	<u>Relief Type</u>	<u>Original Budget</u>	<u>Adjustments</u>	<u>Revised Budget</u>	<u>Actual</u>
1813003000-540061	Rent Relief for Disabled	\$ 118,000.00	\$ (38,615.09)	\$ 79,384.91	\$ 79,384.91
1813004000-540062	Rent Relief for Elderly	38,000.00	28,354.86	66,354.86	66,354.86
1813005000-540063	Tax Relief for Disabled	231,000.00	63,330.50	294,330.50	294,330.50
1813006000-540064	Tax Relief for Elderly	1,016,000.00	483,213.19	1,499,213.19	1,499,213.19
1813007000-540065	Stormwater Assistance	20,000.00	11,327.51	31,327.51	31,327.51
3343019000-540065	CHAP	1,295,000.00	(230,000.00)	1,065,000.00	1,065,000.00
		\$ 2,718,000.00	\$ 317,610.97	\$ 3,035,610.97	\$ 3,035,610.97

BE IT FURTHER RESOLVED by the Council of the City of Charlottesville, Virginia that should other budget adjustments to these accounts be necessary, the City Manager is authorized to do so in accordance with the reasoning set forth in this resolution.

Date Adopted:

Certified: _____
Clerk of Council

Policy Briefing Summary

City Council



Regarding:	LLC/Entity Creation Authorization Resolutions: Westhaven Phase One and Sixth Street Phase Two Redevelopment Projects (2nd reading)
Staff Contact(s):	James Freas, Deputy City Manager, Antoine Williams, Housing Program Manager
Presenter:	Antoine Williams, Housing Program Manager
Date of Proposed Action:	July 7, 2025

Issue

City Council is asked to adopt two (2) Resolutions authorizing CRHA to form one (1) or more legal entities (e.g., a limited liability company) to support Project financing and development for the Sixth Street Phase Two Project and the Westhaven Phase One Project.

Background / Rule

The Charlottesville Redevelopment and Housing Authority ("CRHA") intends to use Low-Income Housing Tax Credits ("LIHTC") and other mixed-finance tools to support the redevelopment of Sixth Street Phase Two and Westhaven Phase One. As part of these efforts, CRHA must establish single-purpose entities (e.g., LLCs) to serve as ownership and/or management entities in order to comply with IRS, HUD, and Virginia Housing requirements. The Resolutions attached as Attachment A (Sixth Street Phase Two) and Attachment B (Westhaven Phase One) authorize CRHA to create such entities.

Pursuant to Virginia Code § 36-19(12), CRHA may only form such entities with the prior approval of City Council.

- On June 13, 2024, CRHA's Board of Commissioners passed a Resolution approving entity formation for Westhaven Phase One.
- On September 23, 2024, CRHA's Board passed a similar Resolution for Sixth Street Phase Two.

City Council's ratification of these Resolutions is now required.

Analysis

Entity formation is a standard practice in affordable housing finance and redevelopment. These LLCs allow CRHA to:

- Comply with LIHTC Program requirements;
- Secure investor equity;
- Facilitate public-private ownership structures;

- And isolate financial liability at the Project-level.

Each project (Westhaven and Sixth Street) will be supported by two (2) LLCs: one (1) for development ownership and one (1) for management. These structures are used throughout Virginia for mixed-finance public housing conversions and do not impose financial liability or risk on the City. The City is not a member of the LLCs, and is not assuming any ownership role or debt.

Authorizing CRHA to form these entities now ensures readiness for application submissions, investor negotiations, and financial closings later in the development schedule.

Financial Impact

There is no direct financial impact from this action. Entity creation is a procedural requirement under Virginia law and Federal Program Guidelines. This authorization does not obligate the City to any additional funding or liability beyond actions previously approved under the Capital Improvement Plan and associated MOAs.

Recommendation

City Staff recommends that City Council adopt the attached Resolutions authorizing CRHA to create the necessary legal entities for the Westhaven Phase One and Sixth Street Phase Two Redevelopment Projects, in accordance with Virginia Code § 36-19(12).

Recommended Motion (if Applicable)

"I move to adopt the attached Resolutions authorizing CHRA's creation of one (1) or more legal entities as required to support the redevelopment of the Westhaven Phase One and Sixth Street Phase Two Projects, pursuant to Virginia Code § 36-19(12)."

Attachments

1. Attachment A – Resolution_CRHA Entity Formation_SixthStreet_Phase2
2. Attachment B – Resolution_CRHA Entity Formation_Westhaven_Phase1



RESOLUTION #R-__ -__

**RATIFYING OR APPROVING THE FORMATION BY CHARLOTTESVILLE
REDEVELOPMENT AND HOUSING AUTHORITY OF CERTAIN ENTITIES TO
FACILITATE THE RENOVATION OF THE SECOND PHASE OF SIXTH STREET
APARTMENTS**

WHEREAS, the Charlottesville Redevelopment and Housing Authority (“CRHA”) was created pursuant to the Virginia Housing Authorities Law (“Act”), found in Chapter 1, Title 36, Code of Virginia of 1950, as amended, and is now existing and operating as a public body corporate and politic, and the Act empowers CRHA to form corporations, partnerships, joint ventures, trusts, or any other legal entity or combination thereof, on its behalf or with any person or public or private entity; and

WHEREAS, CHRA’s Board of Commissioners has determined that it is appropriate to renovate its public housing community known as the Sixth Street Phase Two Apartments, located in the City of Charlottesville, Virginia (“City”), and to convert them from public housing to Project Based Voucher Housing (“Project”), in accordance with the Section 18 Demolition/Disposition Program of the U.S. Department of Housing and Urban Development; and

WHEREAS, the City’s Capital Improvement Plan 5-year program (FY25-FY29) is inclusive of a funding commitment in the not-to-exceed amount of \$3,000,000 for CRHA’s Sixth Street Phase 2 redevelopment project; and

WHEREAS CRHA intends to use a variety of funding sources, including, but not limited to, low-income housing tax credits (“LIHTC”), to finance the Project; and

WHEREAS, CRHA, through various entities, will apply to the Virginia Housing Development Authority, d/b/a Virginia Housing, for LIHTC, in part to provide financing for the Project, funding of debt service and other reserve funds, and the payment of other transaction costs related to the award of LIHTCs to the Project; and

WHEREAS, to secure funding, including but not limited to, LIHTC and/or VHDA funding for the Project, CRHA must create certain entities to undertake the development and redevelopment of the Project; and

WHEREAS § 36-19(12), Code of Virginia, 1950, as amended, requires, among other things, the approval by the local governing body of the formation by the CRHA of corporations, partnerships, joint ventures, trusts, or any other legal entity; and

WHEREAS, on September 23, 2024, the CHRA’s Board of Commissions adopted a Resolution authorizing the formation of such limited partnerships, limited liability



companies (“LLCs”), and other entities as may be necessary to facilitate the participation of CHRA in developing and financing the Project, subject to the approval of the City Council of the City of Charlottesville, Virginia (“City Council”).

NOW, THEREFORE, BE IT RESOLVED that City Council hereby ratifies the creation of the following LLCs, already created by, or to be created by CRHA, to enable CRHA to secure funding for the Project:

- Sixth Street Phase Two, LLC; and
- Sixth Street Redevelopment Management Phase Two, LLC; and

FURTHER, BE IT RESOLVED by City Council that CRHA is authorized to create the following LLCs, to enable CRHA to secure funding for the Project:

- Sixth Street Phase Two, LLC (or similar name); and
- Sixth Street Redevelopment Management Phase Two, LLC (or similar name).

Date Adopted: _____

Certified: _____
Clerk of Council



RESOLUTION #R-__-__

**RATIFYING OR APPROVING THE FORMATION BY THE CHARLOTTESVILLE
REDEVELOPMENT AND HOUSING AUTHORITY OF CERTAIN ENTITIES TO
FACILITATE THE RENOVATION OF THE FIRST PHASE OF WESTHAVEN
APARTMENTS**

WHEREAS, the Charlottesville Redevelopment and Housing Authority (“CRHA”) was created pursuant to the Virginia Housing Authorities Law (“Act”) found in Chapter 1, Title 36, Code of Virginia, 1950, as amended, and is now existing and operating as a public body corporate and politic, and the Act empowers CRHA to form corporations, partnerships, joint ventures, trusts, or any other legal entity or combination thereof, on its own behalf, or with any person or public or private entity; and

WHEREAS, the CRHA’s Board of Commissioners has determined that it is appropriate to renovate its public housing community, known as the Westhaven Phase One Apartments, located in the City of Charlottesville, Virginia, and to convert them from public housing to Project Based Voucher housing in accordance with the Section 18 Demolition/Disposition Program of the U.S. Department of Housing and Urban Development (“Project”); and

WHEREAS, the City’s Capital Improvement Plan 5-year program (FY26-FY30) is inclusive of a funding commitment in the not-to-exceed amount of \$5,000,000 for CRHA’s Westhaven Phase 1 redevelopment project; and

WHEREAS, CRHA intends to use a variety of funding sources, including, but not limited to, low-income housing tax credits (“LIHTC”), to finance the Project; and

WHEREAS, CRHA, through various entities, will apply to the Virginia Housing Development Authority, d/b/a Virginia Housing for LIHTC, in part to provide financing for the Project, funding of debt service and other reserve funds, and the payment of other transaction costs related to the award of LIHTCs to the Project; and

WHEREAS, to secure funding, including, but not limited to, LIHTC and/or VHDA funding for the Project, CRHA must create certain entities to undertake the development and redevelopment of the Project; and

WHEREAS, § 36-19(12), Code of Virginia, 1950, as amended, requires, among other things, the approval by the local governing body of the formation by the CRHA of corporations, partnerships, joint ventures, trusts, or any other legal entity; and

WHEREAS, on June 13, 2024, the CRHA’s Board of Commissioners adopted a Resolution authorizing the formation of such limited partnerships, limited liability companies (“LLCs”), and other entities as may be necessary to facilitate the participation of CRHA in developing and financing the Project, subject to the approval of the City



Council of the City of Charlottesville, Virginia (“City Council”).

NOW, THEREFORE, BE IT RESOLVED that City Council, hereby ratifies the creation of the following LLCs, already created by, or to be created by CRHA, to enable CRHA to secure funding for the Project:

- Westhaven Phase One, LLC; and/or
- Westhaven Redevelopment Management Phase One, LLC.

FURTHER, BE IT RESOLVED by City Council that CRHA is authorized to create the following LLCs, to enable CRHA to secure funding for affordable housing development/redevelopment projects at Westhaven:

- Westhaven Phase One, LLC (or similar name); and/or
- Westhaven Redevelopment Management Phase One, LCC (or similar name).

Date Adopted: _____

Certified: _____
Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution to Appropriate Virginia Department of Criminal Justice Services - Victims of Crime Act Grant in the amount of \$123,600 (1 of 2 readings)
Staff Contact(s):	Hunter Smith, Human Services Planner, Misty Graves, Director of Human Services, Taylor Harvey-Ryan, Grants Program Manager
Presenter:	Hunter Smith, Human Services Planner
Date of Proposed Action:	July 7, 2025

Issue

The Virginia Department of Criminal Justice Services has awarded the City's Department of Human Services \$123,600 from its Victims of Crime Act ("VOCA") Program to provide trauma-focused, evidence-informed case management, and clinical services. City Staff recommends the acceptance and appropriation of the VOCA Grant Funds and the required twenty percent (20%) match.

Background / Rule

The Virginia Department of Criminal Justice Services has awarded the Department of Human Services \$123,600 from its VOCA Program to provide trauma-focused, evidence-informed case management, and clinical services.

Analysis

The Virginia Department of Criminal Justice Services has awarded the Department of Human Services \$123,600 from its VOCA Program to provide trauma-focused, evidence-informed case management, and clinical services. The City's Department of Human Services has received similar awards since 2019. This is a new award that follows the same programmatic structure and operates in the same format as previous award cycles. The City's Department of Human Services' Evergreen Program increases access to trauma-informed intervention for victims within schools, as well as low-wealth neighborhoods, expands access to mental health services for victims, and supports behavioral interventionist positions serving victims of crime. Funds will be used to hire one (1) school-based interventionist, who will provide trauma and need assessments, service planning and delivery, coordination with other providers, and case management for up to thirty (30) child victims each year. The school-based interventionist serves students at Buford Middle School. The FY26 Award does include a twenty percent (20%) match of \$30,900 which is included in the City's Human Services Department's Budget.

Financial Impact

The award period covers eligible expenses incurred from July 1, 2025, to June 30, 2026. This Grant requires a cash match of twenty percent (20%), which is \$30,900, which is included in the City's Department of Human Services' Budget.

Recommendation

City Staff recommends City Council adopt the attached Resolution.

Recommended Motion (if Applicable)

"I move to adopt the attached Resolution allocating \$123,600 in VOCA funding and \$30,900 in match funds for the City's Department of Human Services' Evergreen Program."

Attachments

1. VOCA FY26 Resolution
2. VOCA Statement of Grant Award

RESOLUTION

Appropriation of Charlottesville Student Victim Outreach Program Department of Criminal Justice Services Victim of Crimes Act Grant in the amount of \$123,600

WHEREAS, the City of Charlottesville has been awarded \$123,600 from the Department of Criminal Justice Services;

WHEREAS, this award requires a 20% match in the amount of \$30,900;

WHEREAS, the funds will be used to support Evergreen, a program operated by the Department of Human Services. The grant award covers the period from July 1, 2025 through June 30, 2026;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that a total of \$123,600 is hereby appropriated in the following manner:

Revenues - \$154,500

\$123,600	Fund: 209	Cost Center: 3413018000	G/L Account: 431110
\$30,900	Fund: 209	Cost Center: 3413018000	G/L Account: 498010

Expenses- 154,500

\$150,372	Fund: 209	Cost Center: 3413018000	G/L Account: 519999
\$4,128	Fund: 209	Cost Center: 3413018000	G/L Account: 599999

Transfer From

\$30,900	Fund: 209	Cost Center: 3413003000	G/L Account: 561209
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BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$123,600 from the Department of Criminal Justice Services.



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

The Honorable Jackson H. Miller
Director

Tracy Louise Winn Banks, Esq.
Chief Deputy Director

Washington Building
1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
www.dcjs.virginia.gov

May 29, 2025

Taylor Harvey-Ryan
Grants Manager
605 E. Main Street
Charlottesville, Virginia 22902

RE: 544416-SFY 2026 Victims Services Grant Program for Competitive Applicants

Dear Taylor Harvey-Ryan:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is **26-D8632VP-23** and was approved for a total award of **\$154,500**, funded through Award Number **15POVC-23-GG-00472-ASSI, 15POVC-24-GG-00732-ASSI, 15POVC-22-GG-00681-ASSI, and/or state appropriated funds**. The project period is **7/1/2025** through **6/30/2026**.

Included with this letter is your Statement of Grant Award/Acceptance (SOGA), Special Conditions, Reporting Requirements, and Projected Due Dates. In addition, there may be "Action Item" Special Conditions related to your grant award called *Encumbrances* that require your immediate attention. If there are any, please submit those documents via the On-line Grants Management System (OGMS) at <https://ogms.dcjs.virginia.gov>. Additionally, if you cannot access your grant in OGMS, your application may be under negotiation. Please check your email and/or spam for OGMS correspondence and follow up with your DCJS Grant Monitor.

If you have not previously done so, you must register to use this web-based system. The instructions on *Registering for a New Account* and *Submitting Action Item Encumbrances* are posted here www.dcjs.virginia.gov/grants/ogms-training-resources along with other resources and training videos. All registrants will be approved within 3–5 business days.

We will be happy to assist you in any way we can to assure your project's success. To indicate your acceptance of the award and conditions, please sign the included SOGA and return it electronically within the next 60 days to grantsmgmt@dcjs.virginia.gov. If you have questions, contact your DCJS Grant Monitor **Jenna Foster** at **(804) 968-8146** or via email at **Jenna.Foster@dcjs.virginia.gov**.

Sincerely,

Jackson Miller
Director

STATEMENT OF GRANT AWARD (SOGA)

Virginia Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, VA 23219

544416-SFY 2026 Victims Services Grant Program for Competitive Applicants

Subgrantee: Charlottesville, City
DCJS Grant Number: 26-D8632VP-23
Grant Start Date: 7/1/2025
Federal Grant Number: 15POVC-23-GG-00472-ASSI, 15POVC-24-GG-00732-ASSI, 15POVC-22-GG-00681-ASSI, and/or state appropriated funds
UEI Number: C6VFXLAFKEY1
Grant End Date: 6/30/2026
Indirect Cost Rate: _____%
Federal Awardee: OVC
Federal Catalog Number: 16.575
Federal Start Date: 10/1/2022, 10/1/2023, and/or 10/1/2021
Project Description: To provide direct services for crime victims.

*If applicable

Federal Funds: **\$123,600**
State General Funds: **\$ 0**
State Special Funds: **\$ 0**
Local Match: **\$30,900**
Total Budget: **\$154,500**

Project Director	Project Administrator	Finance Officer
Jennifer McGlothlin Project Director 909 E. Market Street Charlottesville, Virginia 22902 494-981-8341 mcglothlinj@charlottesville.gov	Taylor Harvey-Ryan Grants Manager 605 E. Main Street Charlottesville, Virginia 22902 434-970-3418 harveyryant@charlottesville.gov	Nakysa Critzer Senior Accountant 605 E. Main Street Charlottesville, Virginia 22902 434-970-3200 critzern@charlottesville.gov

***Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature: _____
Authorized Official (Project Administrator)

Title: _____

Date: _____



City Manager's Report

*Offices of the City Manager
Elected & Appointed Officials*

7-7-2025

City Manager – Sam Sanders (he/him)

- On July 1, I shared a message with all City employees, and I thought it would be a good one to share with the public as well. This message along with my Work Plan Update to Council will serve as my look back on Fiscal Year 2025.

Today (July 1) we start a new fiscal year of opportunities to serve the City of Charlottesville with organizational excellence leading the charge. I reflect during this time of year as it is perfect for thinking about what went well, what did not, what can we do next year, and how do we get it done. But more importantly, it is a time to look back at all that was accomplished. And I am happy to say that we did a lot of good.

- We have new directors in Human Resources, Social Services, and a new City Attorney. Welcome, gentlemen!
- We have a 4th collective bargaining agreement with our Labors & Trades staff to continue the implementation of Council's priority for empowering employees.
- We have won multiple awards that remind the public that this organization is a leader, and that this community is attractive just the same.
- We have a new ADA Transition Plan, a Parks & Recreation Master Plan, and a variety of plans, studies, and assessments.
- We have new operational agreements that take away uncertainty, define relationships, and resolve longstanding disagreements to make way for our continued focus on what prosperity lies ahead.
- We have a fiscal year budget that did not include an increase in the tax rates (and while the reassessment increased the revenue, the budget does not compound the issue for residents and property owners by levying even more taxes).

And there is so much more to celebrate. I am proud to say with ease that *Charlottesville punches above its weight class* and that says a lot. It is because of you that it is even possible.

I would also like to share a significant change that is effective today. The Office of Community Solutions (OCS) has closed, and we are redistributing that team's efforts across multiple offices and departments that better fit their roles and responsibilities. The team will be reassigned as follows:

- The Office of Budget and Performance Management is now the Office of Budget and Grants Management under the continued leadership of Director Krisy Hammill. Taylor Harvey-Ryan, Grants Program Manager, and Anthony Warn, Grants Analyst, have joined the office in support of the revised focus.
- Neighborhood Development Services has expanded to include a Housing Division under the guidance of Director Kellie Brown. Antoine Williams, Housing Program Manager, will continue to manage this division and he will

be joined by Madelyn Metzler, Housing Compliance Coordinator. Both Williams and Metzler worked together in the OCS.

- Brenda Kelley is now a part of the Office of Economic Development and has assumed additional responsibilities focused on supporting the Downtown Mall. Brenda's new title is Downtown Strategy Manager.
- Alan Peura joins the City Manager's Office to work on a new effort to coordinate planning, performance management, and projects that support the implementation of the City's Strategic Plan.

Alex Ikefuna is no longer employed by the City, and we wish him the best. The decision to redistribute and realign these functions across existing departments and offices is intended to continue that pursuit of organizational excellence I mentioned. We are grateful for the work of the OCS team over the last few years. Some of their accomplishments include creating a complete repository of all grants, City-owned property, and lease agreements of all City property, along with forming an experienced housing team to capture the many ways the City is investing in preserving and producing housing to directly impact the housing crisis that persists.

These folks will continue to occupy space in the S&P Annex until their new spaces are fully available. I know that the team members will continue to do great things through greater synergy and greater collaboration via this reorganization. Please support them in this change.

Thank you all for the continued commitment to service as we strive to positively impact the lives of our citizens daily.

Happy New Year!

Budget & Grants Management – Director Krisy Hammill (she/her)

- The FY26 Adopted Budget and Budget in Brief are now available on the City's [budget webpage \(link\)](#).

Economic Development – Director Chris Engel (he/him)

- The City of Charlottesville was recently awarded \$50,000 from the state's Agriculture and Forest Industries Development (AFID) fund to help support the purchase of additional equipment for BEACON Kitchen. As an important part of the local food and beverage entrepreneurial and small business ecosystem, BEACON will now be able to offer users access to labeling, sealing, and

packaging equipment, thereby expanding their ability to distribute product in the Charlottesville region and beyond.

Human Rights – Director Todd Niemeier (he/him)

- The Office of Human Rights had a follow-up conversation with the Director of the Housing & Urban Development (HUD) Fair Housing Office on June 17 regarding the status of interim Fair Housing Assistance Program certification. The Director informed us the contract was under review and that she would have additional information in July.
- During the month of July, the Human Rights Commission is seeking community stakeholder input to inform the Commission's legislative and City policy recommendations. Commissioners are holding a public panel during their regular meeting on July 17 at 6:00 PM. They are also holding one-on-one meetings with stakeholders who are unable to attend the panel. The Commission intends to present its legislative agenda recommendations to City Council on or before August 30.
- The Office of Human Rights currently has 20 open discrimination complaint cases, of which six are in the process of alternative dispute resolution, and 14 are under investigation. This is the highest number of open cases and investigations the office has managed simultaneously since its creation in 2013.

Commissioner of the Revenue – Todd Divers (he/him)

- We are now taking applications for the Charlottesville Homeowner Assistance Program (CHAP).
 - Requirements to determine your eligibility:
 - Applicant must be a legal owner AND reside in the residential property as of January 1 of the current year.
 - Applicant, applicant's spouse, or any co-owner residing in the home cannot own any other real estate.
 - The current year's assessed value on applicant's home cannot be greater than \$525,000.
 - Combined adjusted gross income for all occupants residing in the home (you, your spouse, any other co-owners, and any adult relatives) for Tax Year 2024 (TY-24) cannot exceed \$62,100.
 - Documentation needed (for applicant, applicant's spouse, any co-owners, or adult relatives):
 - Copy of all filed tax returns (IRS Form 1040, IRS Form 1040-SR, or IRS Form 1040-NR for TY-24).
 - Copy of all taxable income statements (W-2, 1099, etc. for TY-23), if tax returns have not been filed.

- Three options to apply:
 - Apply online via webform at [https://www.charlottesville.gov/COR\(link\)](https://www.charlottesville.gov/COR(link)).
 - Apply by mail using the fillable pdf found at the web address above. Mail to: Commissioner of the Revenue, P.O. Box 2964, Charlottesville, VA 22902-2964
 - Apply in person at 605 E. Main Street, Room A-130 between 8:30 AM and 4:30 PM. You must bring copies of all required documentation mentioned above.

Sustainability – Director Kristel Riddervold (she/her)

- Welcome, intern Kate Rasmussen – joining the Office of Sustainability (OS) for the summer through the UVA Intern Placement Program. Kate will be supporting the City's Climate Program as well as the Energy and Water Management Program.
- Installation of the 262.9 kW solar PV system on Charlottesville Area Technical Education Center (CATEC) started on June 2 is progressing right on schedule. The project is expected to be completed in August/September.
- In partnership with Albemarle County and UVA, OS hosted an Electric Vehicle (EV) showcase to demonstrate the range of EVs available for fleet use cases, including work trucks, vans, and buses. We look forward to working with City departments to increase the adoption of EVs in our fleet.
- OS and Risk Management held an education session for staff "A Heat Ready City: How City Staff Can Beat the Summer Heat" to share the basics of heat first-aid, how to safely intervene, and promote general health and wellness in the workplace and community. This session was part of the Working in a Sustainable Environment (WISE) program.
- OS and community partners, C3, hosted the 4th in a series of Climate Café events, "A Café for Keeping Your Cool: Staying Safe & Healthy Amid Extreme Heat". This event addressed the topic of heat safety and preparedness and also featured Resilient Together, promoting the [community chat kits \(link\)](#) develop to support engagement with resilience planning.
- OS, Risk Management, Communications & Public Engagement, and Human Services partnered to deploy a variety of extreme heat awareness and education materials and supplies throughout the community.
- The Charlottesville Invasive Plant Partnership (CHIPP) met with neighborhood leaders from both of their vine removal pilot programs on June 25 to share updates and ideas for how to expand their vine removal efforts into other neighborhoods.
- The Office of Sustainability and CAT are collaborating on a fun, sustainability-themed Transit Bus Wrap Art Contest. A community voting portal will be launched, and we invite you to take a look at the great submissions we have

received. Voting will take place July 7-13. The winners will be announced on July 16. For more information go to www.catchthecat.org (link).

- The 3rd Round of e-bike vouchers opened on July 1. This is another opportunity to access a \$1,000 incentive for residents to get an electric bike from one of the three local bike shops. For information go to www.cvilleebike.com (link).
- Check out new and updated information on Climate Action (annual report, 2023 inventory, FY26 workplan) at www.charlottesville.org/climate (link).
- The City's status as Sustainability Partner in the Department of Environmental Quality's Virginia Environmental Excellence Program has been renewed for the 13th year in a row.

Policy Briefing Summary

City Council



Regarding:	Public Hearing and Ordinance for Partial Vacation of Stormwater Easements (501 Cherry Avenue)
Staff Contact(s):	Lauren Hildebrand, Director of Utilities
Presenter:	Lauren Hildebrand, Director of Utilities
Date of Proposed Action:	July 7, 2025

Issue

A Public Hearing is being held to vacate portions of public utility stormwater easements of the City of Charlottesville, Virginia ("City"), at 501 Cherry Avenue.

Background / Rule

In November 1984, the City acquired public utility easements for the construction and conveyance of stormwater utilities across the property situated at 501 Cherry Avenue. The City's Department of Utilities received a request to vacate these easements to allow for development of the property.

Analysis

The attached Ordinance proposes to vacate a portion of the existing 12' storm sewer and 4' construction easements. The current owner, 501 Cherry, LLC, requests to have these easements vacated to allow them to move forward with construction of the approved final site plan for the property.

Financial Impact

There is no financial impact.

Recommendation

City Staff recommend the approval of the attached Ordinance and City Council consider waiving the second reading for this vacation.

Recommended Motion (if Applicable)

"I make a Motion approving the attached Ordinance vacating a portion of the existing easements to allow for the property's development and waive the related second reading."

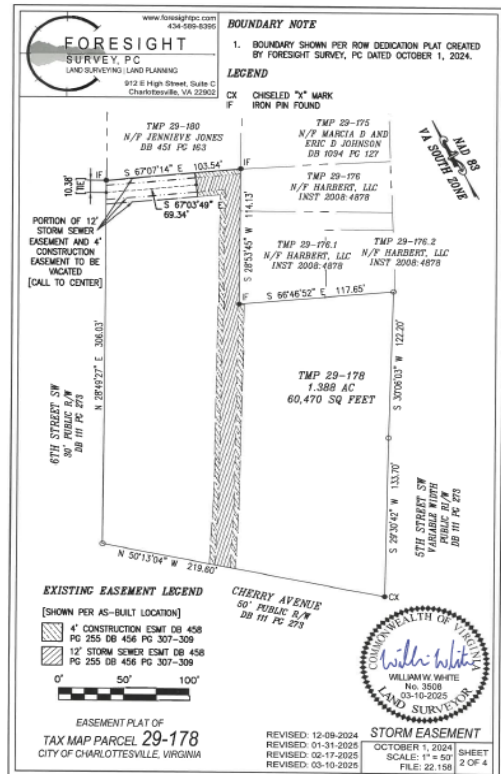
Attachments

1. Ordinance - Vacation of Storm 501 Cherry Ave
2. Deed of Vacation - 501 Cherry Ave Storm Easement
3. 501 Cherry Plat Storm Vacation



ORDINANCE #O-__-__
VACATING PORTIONS OF A STORM SEWER EASEMENT
AND CONSTRUCTION EASEMENT LOCATED AT TMP 29-178
IN THE CITY OF CHARLOTTESVILLE, VIRGINIA

WHEREAS, the City of Charlottesville, Virginia, was previously granted a storm sewer easement and construction easement, depicted as follows:



WHEREAS, 501 CHERRY, LLC, a Virginia limited liability company, has requested City Council to vacate a portion the existing public utility easements identified on a plat entitled “EASEMENT PLAT OF TAX MAP PARCEL 29-178 CITY OF CHARLOTTESVILLE, VIRGINIA;” and

WHEREAS, City Council has reviewed the information provided by City Staff and conducted a Public Hearing on July 7th, 2025, after publication of Notice of said Public Hearing within a local newspaper, as required by Virginia Code §§ 15.2-1800 and 15.2-1813.

NOW THEREFORE BE IT ORDAINED, by the Council of the City of Charlottesville, Virginia, that vacation of the above-described existing public utility easements are hereby approved; and the City Attorney has prepared a Deed of Vacation of Easement to effectuate the vacation of the existing easements as approved by this Ordinance; and



AND BE IT FURTHER ORDAINED BY CITY COUNCIL THAT the requirement within City Code Section 2-97 (for two (2) readings of an Ordinance) is hereby **WAIVED**, and this Ordinance shall be effective upon its adoption by City Council without any requirement for a second reading.

Date Introduced:

Date Adopted:

Certified:

Clerk of Council

Prepared by:

*J. Vaden Hunt, Esq. (VSB #65574)
Charlottesville City Attorney's Office
P.O. Box 911, Charlottesville, VA 22902*

City Tax Map #29-178 (501 Cherry Avenue)

*Tax Map Parcel 29-178
Consideration: \$10.00*

Prepared without the benefit of a title examination.

This Deed is exempt from state recordation taxes pursuant to Virginia Code § 58.1-811(C)(4) and is exempt from the fees imposed by Virginia Code § 17-275, pursuant to Virginia Code § 17-266

DEED OF VACATION OF EASEMENT

This **DEED OF VACATION OF EASEMENT** ("Deed") is made as of this _____ day of _____ 2025, by and between the **CITY OF CHARLOTTESVILLE, VIRGINIA**, a municipal corporation and political subdivision of the Commonwealth of Virginia ("City"), "Grantor," and **501 CHERRY, LLC**, a Virginia limited liability company, "Grantee, whose address is 224 14th St. NW, Charlottesville, Virginia 22903.

RECITALS:

WHEREAS, Grantee owns certain real property in the City, shown on the 1984 Deeds of Easement (as defined below); and

WHEREAS, a Deed of Easement, dated September 9, 1984, was recorded in the City Clerk's Office as Deed Book 456, Page 305, which included an Easement Plat, dated October 17, 1983, that established and dedicated a 12' storm sewer easement and 4' construction easement to the City, and a Deed of Easement dated November 29, 1984 ("Original Deeds of Easement"), which included the Easement Plat, dated October 18, 1983, that established and dedicated a 4' construction easement to the City, as more particularly shown on the Easement Plat of the Original Deeds of Easement and described below; and

WHEREAS, per Virginia Code § 15.2-2270, Grantee has requested vacation and release of the easements held by the City, described as follows:

The storm sewer and construction easements dedicated to the City as a public easements by the Original Deed of Easement and, shown as an area on a plat entitled "EASEMENT PLAT OF TAX MAP PARCEL 29-178 CITY OF CHARLOTTESVILLE VIRGINIA", dated March 10, 2025, attached hereto as **Exhibit "A"** ("2025 Vacation Plat"), said easement being labeled "PORTION OF 12' STORM SEWER EASEMENT AND 4' CONSTRUCTION EASEMENT TO BE VACATED," and shall be referred to herein as the "Vacated Easement;" and

WHEREAS, by Ordinance adopted by City Council, attached hereto as **Exhibit "B,"** the execution of this Deed of Vacation of Easement was authorized.

WITNESSETH:

NOW, THEREFORE, for and in consideration of the foregoing recitals and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged:

1. Incorporation of Recitals. The above recitals are incorporated herein as matters of contract and not mere recitals.
2. Vacation of Easements. The City hereby does hereby VACATE, RELEASE, and EXTINGUISH the Vacated Easements.
3. Abandonment. Any and all utility lines, pipes and facilities within the Vacated Easements ("Facilities") are hereby abandoned by the City and upon recordation of this Deed automatically inure to the Grantee who hereby accepts the Facilities to the extent they exist in "as-is, where-is" condition.
4. Indemnification: The City shall have no liability associated with the Facilities and Grantee shall indemnify and hold the City harmless against any claims or damages related to the Facilities or the Vacated Easement.

IN WITNESS WHEREOF, the Mayor of the City has signed this Deed pursuant to an Ordinance adopted on _____, 2025.

WITNESS the following signatures and seals.

CITY OF CHARLOTTESVILLE, VIRGINIA

By: _____
Juandiego Wade, Mayor

COMMONWEALTH OF VIRGINIA
City of Charlottesville, Virginia

The foregoing instrument was acknowledged before me, a Notary Public in and for the aforesaid City and Commonwealth, by Juandiego Wade, Mayor of the City of Charlottesville, Virginia, on this _____ day of _____, 2025.

Notary Public

Registration #: _____

Approved as to form:

J. Vaden Hunt, Esq.
Deputy City Attorney

EXHIBIT “A”

2025 Vacation Plat

(see attached)

EXHIBIT “B”

Ordinance

(see attached)



www.foresightpc.com
434-589-8395

FORESIGHT
SURVEY, PC
LAND SURVEYING | LAND PLANNING

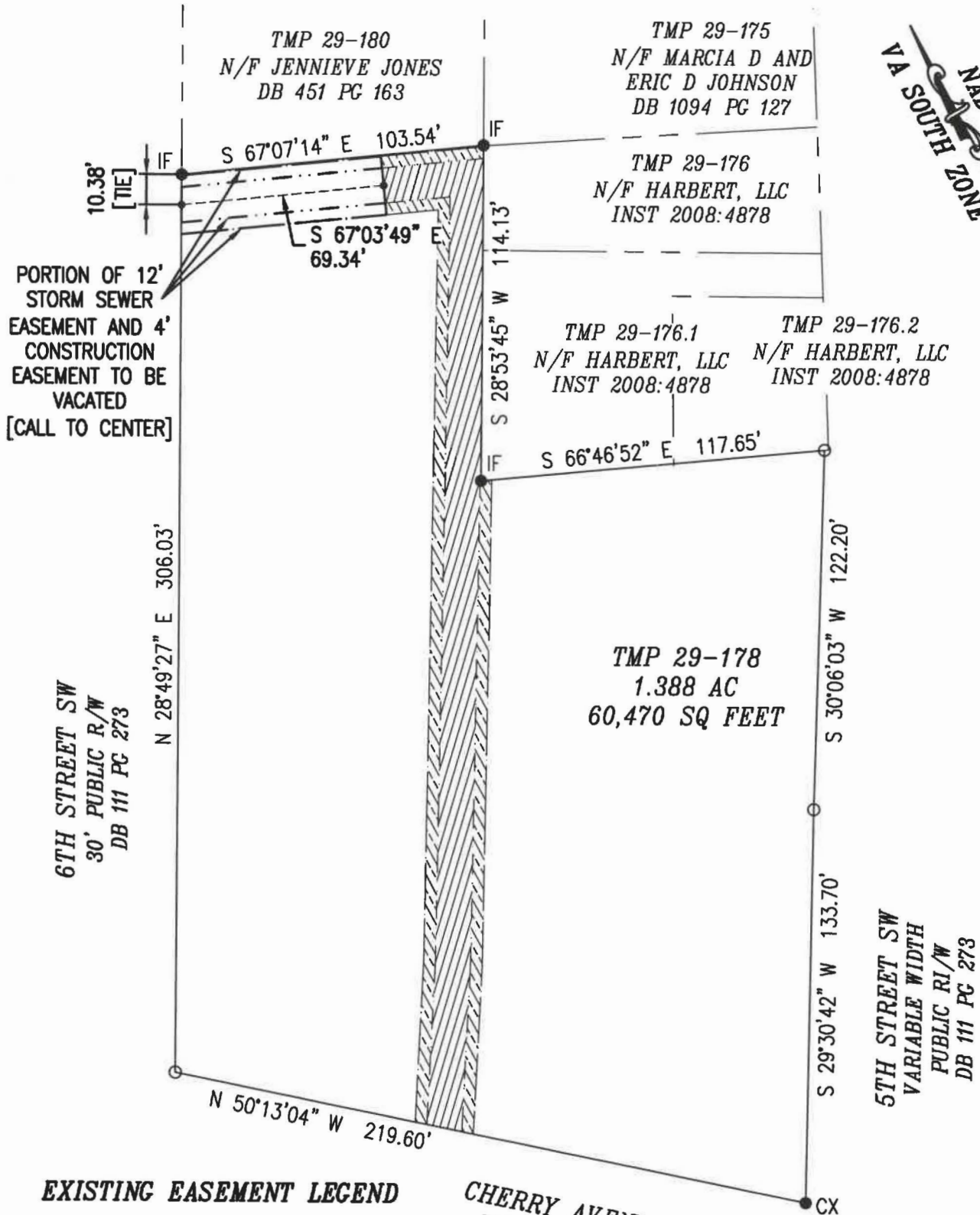
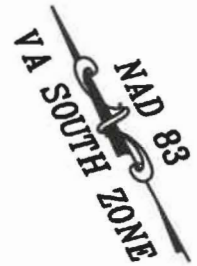
912 E High Street, Suite C
Charlottesville, VA 22902

BOUNDARY NOTE

1. BOUNDARY SHOWN PER ROW DEDICATION PLAT CREATED BY FORESIGHT SURVEY, PC DATED OCTOBER 1, 2024.



LEGEND

CX CHISELED "X" MARK
IF IRON PIN FOUND



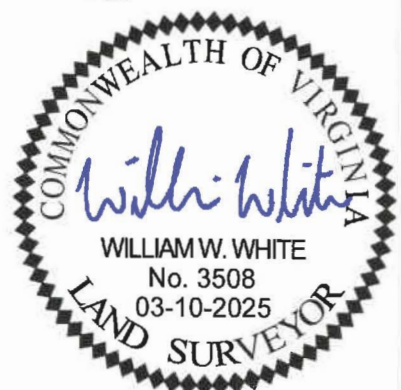
EXISTING EASEMENT LEGEND

[SHOWN PER AS-BUILT LOCATION]

-  4' CONSTRUCTION ESMT DB 458
PG 255 DB 456 PG 307-309
-  12' STORM SEWER ESMT DB 458
PG 255 DB 456 PG 307-309



CHERRY AVENUE
50' PUBLIC R/W
DB 111 PG 273



EASEMENT PLAT OF
TAX MAP PARCEL 29-178
CITY OF CHARLOTTESVILLE, VIRGINIA

REVISED: 12-09-2024
REVISED: 01-31-2025
REVISED: 02-17-2025
REVISED: 03-10-2025

STORM EASEMENT

OCTOBER 1, 2024
SCALE: 1" = 50'
FILE: 22.158

SHEET
2 OF 4

Policy Briefing Summary

City Council



Regarding:	Public Hearing and Ordinance for Partial Vacation of Natural Gas Easement (Kenridge Lot 60)
Staff Contact(s):	Lauren Hildebrand, Director of Utilities
Presenter:	Lauren Hildebrand, Director of Utilities
Date of Proposed Action:	July 7, 2025

Issue

A Public Hearing is being held to vacate a portion of a public natural gas easement of the City of Charlottesville, Virginia ("City"), in Kenridge Subdivision, Albemarle County, Virginia.

Background / Rule

In December 2007, the City acquired a natural gas easement for Lots 59 and 60 of the Kenridge Subdivision. The City's Department of Utilities received a request to vacate a portion of this easement for future construction on the property.

Analysis

The attached Ordinance proposes to vacate a portion of the existing natural gas easement in order to allow Lot 60 overlapping the easement to be developed. The easement extends further into Lot 60 than needed and encroaches on the footprint of a proposed residence. There are currently no natural gas facilities within the portion of the easement to be vacated. The current owner, Craig Enterprises, Inc, is requesting to have this portion of the easement vacated.

Financial Impact

There is no financial impact.

Recommendation

Following conducting the legally required Public Hear, City Staff recommends approving the attached Ordinance and City Council consider waiving the second reading for this vacation. .

Recommended Motion (if Applicable)

"I make a Motion to approve the attached Ordinance vacating a portion of the City-owned easements on Lot 60 of the Kenridge Subdivision in Albemarle County, Virginia; thereby, allowing for the future construction on the property. I also move to waive the second reading relating to this vacation."

Attachments

1. Ordinance - Vacation of Easement Kenridge Lot 60
2. Deed of Vacation Gas Easement - Kenridge Lot 60
3. Plat Kenridge Deed of Vacation



ORDINANCE #O-__-__
VACATING PORTION OF PUBLIC GAS EASEMENT LOCATED IN ALBEMARLE
COUNTY, VIRGINIA (TMP: 060K0-00-05900 and 060K0-00-0-06000)

WHEREAS, the City of Charlottesville, Virginia (“City”), is the holder/owner of a gas utility easement in Albemarle County, Virginia, depicted on the plat attached hereto as Exhibit “A,” and made a part fully hereof; and

WHEREAS, Craig Enterprises, Inc., a Virginia domestic corporation, has requested City Council to vacate the portion of the public gas easement across Lot 60 identified on the plat attached as Exhibit “A;” and

WHEREAS, City Council has reviewed the information provided by City Staff, and conducted a Public Hearing on July 7th, 2025, after publication of Notice of said Public Hearing within a local newspaper, as required by Virginia Code §§ 15.2-1800 and 15.2-1813; and

NOW THEREFORE BE IT ORDAINED, by the Council of the City of Charlottesville, Virginia, that vacation of the above-described existing public gas easement is hereby approved. The City Attorney has prepared a Deed of Vacation of Easement to effectuate the vacation of the existing easement as approved by this Ordinance; and

AND BE IT FURTHER ORDAINED BY CITY COUNCIL THAT the requirement within City Code Section 2-97 (for two (2) readings of an Ordinance) is hereby **WAIVED**, and this Ordinance shall be effective upon its adoption by City Council without any requirement for a second reading.

Date Introduced:

Date Adopted:

Certified:

Clerk of Council

Preparer:

J. Vaden Hunt, Esq. (VSB #65574)
Charlottesville City Attorney's Office
P.O. Box 911
Charlottesville, Virginia 22902

Tax Map Parcels: 060K0-00-00-05900 and 060K0-00-00-0600

Consideration: \$10.00

Prepared without the benefit of a title examination.

This Deed is exempt from State recordation taxes pursuant to Virginia Code § 58.1-811(C)(4) and is exempt from the fees imposed by Virginia Code § 17-275, pursuant to Virginia Code § 17-266

DEED OF VACATION OF EASEMENT

This **DEED OF VACATION OF EASEMENT** ("Deed") is made as of this _____ day of _____ 2025, by and between the **CITY OF CHARLOTTESVILLE, VIRGINIA**, a municipal corporation and political subdivision of the Commonwealth of Virginia ("City"), "Grantor," and **CRAIG ENTERPRISES, INC.**, a Virginia domestic corporation, "Grantee," whose principal address is 338 West Rio Road, Charlottesville, Virginia 22901.

RECITALS:

WHEREAS, Grantee owns certain real property located in the County of Albemarle, Virginia ("Property"), more fully described as follows:

Lots 59 and 60 shown on a plat filed in Deed Book 3426, Page 447, 484 (Plat) found in the Clerk's Office of the Circuit Court of the County of Albemarle, Virginia, from the following Title Sources: Kenneth and Barbara Ann Schroeder Trustees, Schroeder Family Trust Agreement dated May 3, 2000, in Deed Book 5654, Page 218; also identified as Albemarle County, Virginia Tax Map Parcels: 060K0-00-00-05900 and 060K0-00-00-0600; and

WHEREAS, Grantor owns a 15' gas easement (455 S.F.) on the Property, as more fully described in Deed Book 3527, Page 34, 36 (Plat), in the Clerk's Office of the Circuit Court of the County of Albemarle, Virginia ("Original Easement"); and

WHEREAS, Grantee has requested vacation and release of the Original Easement held by the City, described as follows:

The gas easement dedicated to the City as a public easement by the Original Easement and, shown as an area on a plat entitled "SURVEY SHOWING PORTION OF A 15' CITY OF CHARLOTTESVILLE GAS EASEMENT ACROSS LOT 60, KENRIDGE HEREBY VACATED, SAMUEL MILLER MAGISTERIAL DISTRICT, ALBEMARLE COUNTY, VIRGINIA," dated April 29, 2025, prepared by G.V. "Kirk" Hughes, Lic. No. 1458, of Kirk Hughes & Associates, Land Surveyors and Planners, 220 East High Street, Charlottesville, Virginia 22902, attached hereto as **Exhibit "A"** ("2025 Vacation Plat"); and

WHEREAS, by Ordinance adopted by City Council, attached hereto as **Exhibit “B,”** the execution of this Deed of Vacation of Easement was authorized.

NOW, THEREFORE, for and in consideration of the foregoing recitals and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged:

1. Incorporation of Recitals. The above recitals are incorporated herein as matters of contract and not mere recitals.

2. Vacation of Easement. The City hereby does hereby VACATE, RELEASE, and EXTINGUISH the Vacated Easement.

3. Abandonment. Any and all utility lines, pipes, and facilities, within the Vacated Easement (“Facilities”) are hereby abandoned by the City, and upon recordation of this Deed, automatically inure to the Grantee, who hereby accepts the Facilities to the extent they exist in “as-is, where-is” condition.

4. Indemnification: The City shall have no liability associated with the Facilities and Grantee shall indemnify and hold the City harmless against any claims or damages related to the Facilities or the Vacated Easement.

WITNESS the following signatures and seals.

CITY OF CHARLOTTESVILLE, VIRGINIA

By: _____
Juandiego Wade, Mayor

COMMONWEALTH OF VIRGINIA
City of Charlottesville, Virginia

The foregoing instrument was acknowledged before me, a Notary Public in and for the aforesaid City and Commonwealth, by Juandiego Wade, Mayor of the City of Charlottesville, Virginia, on this _____ day of _____, 2025.

Notary Public

Registration #: _____

Approved as to form:

J. Vaden Hunt, Esq.
Deputy City Attorney

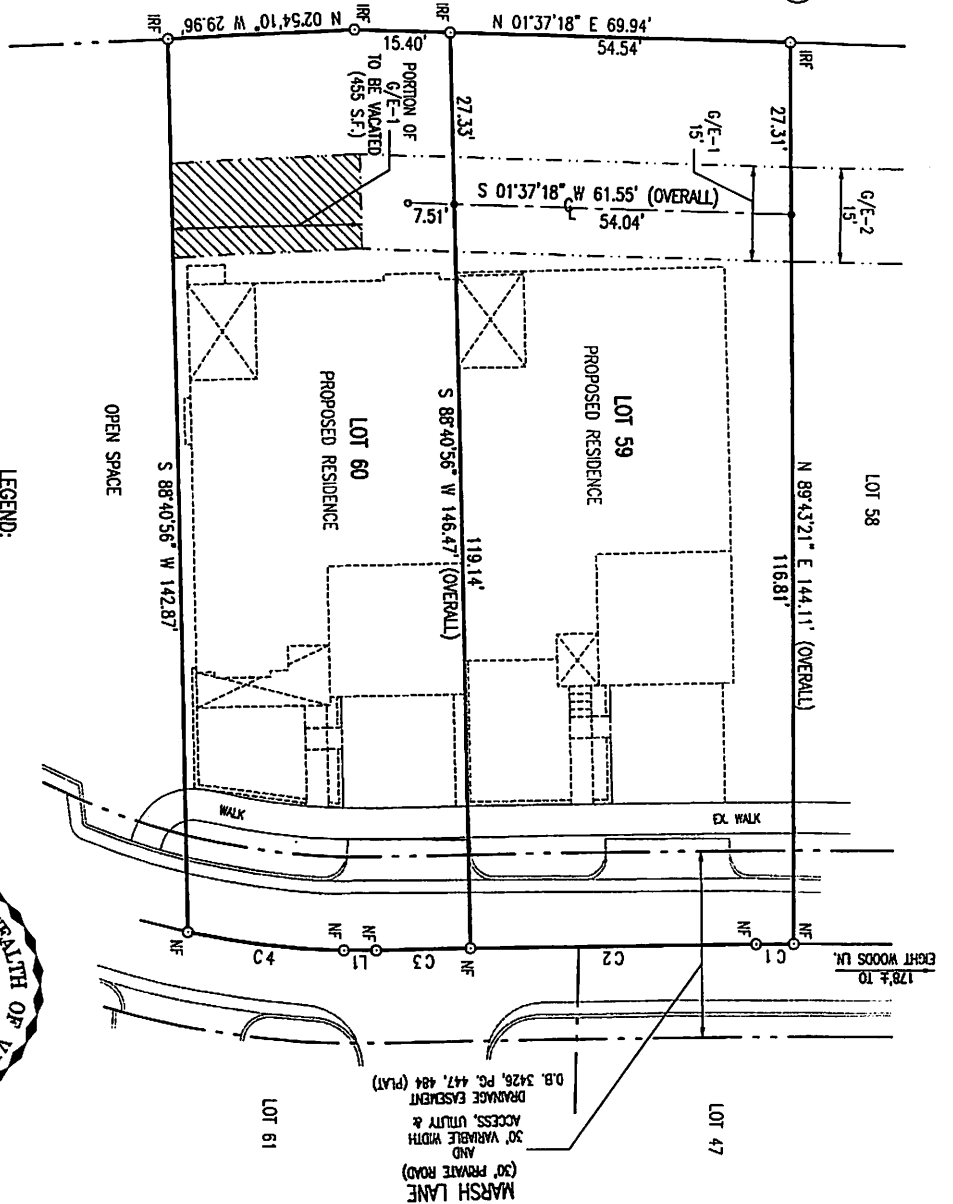
EXHIBIT “A”

2025 Vacation Plat
(See Attached)

EXHIBIT “B”

Ordinance
(See Attached)

IVY ROAD
PROPERTIES, LLC
D.B. 2554 PG. 400
TAX PCL: 06000-00-00-02800



- 1.) PREPARED FOR CRAIG ENTERPRISES, INC.
- 2.) THIS SURVEY WAS DONE WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT AND MAY NOT INDICATE ALL ENCUMBRANCES ON THE PROPERTY SHOWN HEREON.
- 3.) TITLE SOURCE:
KENNETH AND BARBARA ANN SCHROEDER TRUSTEES
SCHROEDER FAMILY TRUST UNDER AGREEMENT DATED MAY 3, 2000
DEED BOOK 3464, PAGE 218
DEED BOOK 3426, PAGE 447, 484 (PLAT)
LOTS 59 AND 60
- 4.) NMP- 060600-00-00-05980 AND 060600-00-00-06000
DENIED 100-YEAR FLOOD ZONE "X"; NOT A FEMA.
DENIED 100-YEAR FLOODPLAN.
- 5.) MAY BE SUBJECT TO ADDITIONAL RESTRICTIONS OF RECORD.

PORTION OF A 15' CITY OF
CHARLOTTEVILLE GAS EASEMENT

LOT 60, KENRIDGE
HEREBY VACATED

APRIL 29, 2025

PREPARED BY:

220 EAST HIGH STREET
CHARLOTTESVILLE, VA 22902

\\SURVEYS\KENRIDGE\KENRIDGE 59-60\EASEMENT\KR-LOT 59-60 GAS.DWG
FILE: 2022-053, WO: 2022-053
PLOTTED: 5/5/2025

NO.	DELTA	RADIUS	ARC	TANGENT	CH. BEARING	CHORD
C1	00°10'20"	2000.00'	6.02	3.01	S 00°21'49" E	6.02'
C2	00°43'40"	3608.66'	45.84'	22.92'	S 00°05'35" E	45.84'
C3	00°14'28"	3608.66'	15.19'	7.60'	S 01°24'39" E	15.19'
C4	11°07'33"	1300.00'	25.24'	12.66'	S 06°37'30" W	25.24'

IRF = IRON ROD FOUND

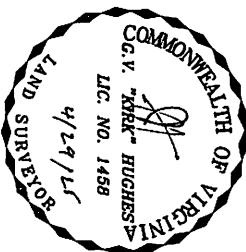
NF = NAIL FOUND
09 = NECTA DOOR

PG. = PAGE

G/E-1 = 15' 0"

U.S. 3021, PG. 34, 39 (PLAI)

D.B. 3540, PG. 99, 104 (PLAT)



Policy Briefing Summary

City Council



Regarding:	Public Hearing and Ordinance for Vacation of Stormwater Easement (100 Stadium Road)
Staff Contact(s):	Lauren Hildebrand, Director of Utilities
Presenter:	Lauren Hildebrand, Director of Utilities
Date of Proposed Action:	July 7, 2025

Issue

A Public Hearing is being held to vacate a public utility stormwater easement of the City of Charlottesville, Virginia ("City") at 100 Stadium Road.

Background / Rule

In August 1937, the City acquired a public utility easement for the construction and conveyance of stormwater utilities on property situated in the City at 100 Stadium Road. The City's Department of Utilities received a request to vacate this easement to allow for development of the property.

Analysis

The attached Ordinance proposes to vacate the existing public utility easement. There are no stormwater structures remaining within the easement, which are in conflict with the proposed building footprint. The current owner, Woodrow Apartments, LLC, requests to have this easement vacated to allow them to move forward with construction of the approved final site plan for the property.

Financial Impact

There is no financial impact.

Recommendation

City Staff recommends approval of the attached Ordinance and City Council consider waiving the second reading for this vacation.

Recommended Motion (if Applicable)

"I make a Motion to approve the attached Ordinance vacating a City-owned stormwater utilities on property situated in the City at 100 Stadium Road allow for development of the property. I also move to waive the second reading related to this vacation."

Attachments

1. ORDINANCE VACATING STORM EASEMENT LOCATED ON 100 STADIUM ROAD
2. Deed of Vacation - 100 Stadium Road Storm Easement
3. 2024-0924 100 Stadium Road ESMT_Vacation_v2_8.5x14



ORDINANCE #O-__-__
VACATING STORM EASEMENT LOCATED ON 100 STADIUM ROAD
(TMP # 16-4)

WHEREAS, the City of Charlottesville, Virginia (“City”), is the holder/owner of s Storm Easement located on TMP # 16-4, whose address is 100 Stadium Road, Charlottesville, Virginia, depicted on the plat attached hereto as Exhibit “A,” and made a part fully hereof; and

WHEREAS, Woodrow Apartments, LCC, a Virginia limited liability company, has requested City Council to vacate the Storm Easement; and

WHEREAS, City Council has reviewed the information provided by City Staff, and conducted a Public Hearing on July 7th, 2025, after publication of Notice of said Public Hearing within a local newspaper, as required by Virginia Code §§ 15.2-1800 and 15.2-1813; and

NOW THEREFORE BE IT ORDAINED, by the Council of the City of Charlottesville, Virginia, that vacation of the above-described existing Storm Easement is hereby approved. The City Attorney has prepared a Deed of Vacation to effectuate the vacation of the existing Storm Easement as approved by this Ordinance; and

AND BE IT FURTHER ORDAINED BY CITY COUNCIL THAT the requirement within City Code Section 2-97 (for two (2) readings of an Ordinance) is hereby WAIVED, and this Ordinance shall be effective upon its adoption by City Council without any requirement for a second reading.

Date Introduced:

Date Adopted:

Certified:

Clerk of Council

Prepared by:
J. Vaden Hunt, Esq. (VSB # 65574)
Deputy City Attorney
Charlottesville City Attorney's Office
P.O. Box 911
Charlottesville, Virginia 22902

Tax Map Parcel Number: 16-4 (160004000)
Prepared without benefit of title examination
Consideration: \$10.00

*This Deed is exempt from state recordation taxes pursuant to
Virginia Code §§ 58.1-811(A)(3) and 58.1-811(C)(4), and is exempt from the fees
imposed by Virginia Code § 17-275, pursuant to Virginia Code § 17-266*

DEED OF VACATION

THIS DEED OF VACATION ("Deed") is made as of this ____ day of _____, 2025, by and between the **CITY OF CHARLOTTESVILLE, VIRGINIA**, a municipal corporation and political subdivision of the Commonwealth of Virginia ("City"), as GRANTOR, and **WOODROW APARTMENTS, LLC**, a Virginia limited liability company, successor by conversion to Stadium Road Limited Partnership ("Grantee"), as GRANTEE.

WITNESSETH:

WHEREAS, Grantee owns certain real property in the City of Charlottesville, Virginia, consisting of 0.322 acres, having Tax Map Parcel Number 16-4 (160004000), and whose address is 100 Stadium Road ("Property"); and

WHEREAS, Grantor owns/has a Storm Easement ("Storm Easement") on the Property more particularly described in Deed Book 94, Page 398, recorded in the Circuit Court of the City of Charlottesville, Virginia, and show on a Plat attached hereto as **Exhibit "A,"** and made a part hereof, titled "PLAT SHOWING VACATION OF CITY OF CHARLOTTESVILLE STORM EASEMENT ACROSS THE LAND OF WOODROW APARTMENTS, LLC, TAX MAP 16-4, WHITE HALL MAGISTERIAL DISTRICT, CITY OF CHARLOTTESVILLE, VIRGINIA," dated September 17, 2024, prepared by Joseph C. Medley, LS, License Number 3385, of the Timmons Group ("Plat"); and

WHEREAS, City Council has authority to vacate such Storm Easement pursuant to Virginia Code § 15.2-2272(2), by way of adoption of an Ordinance; and

WHEREAS, by Ordinance adopted _____, 2025 (# _____), attached hereto as **Exhibit "B,"** and made a part hereof, by the City Council of the City of Charlottesville, Virginia, the City vacated the above-described Storm Easement.

NOW, THEREFORE, for and in consideration of TEN DOLLARS (\$10.00), cash in hand paid, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City does hereby CLOSE and VACATE the Storm Easement, as

shown on the attached Plat, and the City hereby RELEASES and QUITCLAIMS to Grantee any interest that it has in the area within the Storm Easement, which area shall be added to and made a part of lands adjoining such area as shown and depicted on the Plat.

IN WITNESS WHEREOF, on behalf of the Grantor, the City's Mayor has signed this Deed pursuant to Section 2-7 of the Code of the City of Charlottesville (1990), as amended, and the Grantee has signed this Deed to acknowledge its acceptance of the interests conveyed hereby.

CITY OF CHARLOTTESVILLE, VIRGINIA

By: _____ (SEAL)
Juandiego Wade, Mayor

COMMONWEALTH OF VIRGINIA
City of Charlottesville, Virginia, to wit:

The foregoing instrument was acknowledged before me, a Notary Public in and for the jurisdiction aforesaid, on this _____ day of _____, 2025, by Juandiego Wade, Mayor of the City, on its behalf.

Notary Public

My commission expires:

My registration number:

[Affix Seal]

Approved as to Form:

John Maddux
City Attorney

EXHIBIT “A”

(Plat; *see attached*)

EXHIBIT “B”

(Vacation Ordinance; *see attached*)

SURVEY NOTES:

1. PROPERTY & ZONING INFORMATION:

TAX MAP 16-4
OWNER: WOODROW APARTMENTS, LLC, SUCCESSOR BY CONVERSION
TO STADIUM ROAD LIMITED PARTNERSHIP
REFERENCE: DEED BOOK 460, PAGE 740 & DEED BOOK 696, PAGE 879
TAX MAP NUMBER: 16-4 (160004000)
PROPERTY ADDRESS: 100 STADIUM ROAD
AREA: 0.322 AC. (AS SURVEYED)
ZONED: PUD (PLANNED UNIT DEVELOPMENT)

2. THE BOUNDARY SHOWN HEREON IS BASED ON A FIELD SURVEY BY TIMMONS GROUP COMPLETED ON DECEMBER 8, 2022. BEARINGS AND DISTANCES ARE SHOWN AS MEASURED.

3. HORIZONTAL DATUM IS BASED ON NAD83 (NA2011), VIRGINIA STATE GRID, SOUTH ZONE. DATUM ESTABLISHED THROUGH GPS (LEICA SmartNET) OBSERVATIONS.

4. BASED ON FEMA FLOOD INSURANCE RATE MAP (FIRM), MAP NO. 51003C0267D, PANEL 267 OF 575, EFFECTIVE DATE FEBRUARY 4, 2005, THE PROPERTIES SHOWN HEREON LIE IN UNSHADED ZONE X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.

5. THIS PLAT WAS PREPARED WITH THE BENEFIT OF THE FOLLOWING TITLE COMMITMENT PREPARED BY FIRST AMERICAN TITLE INSURANCE COMPANY:

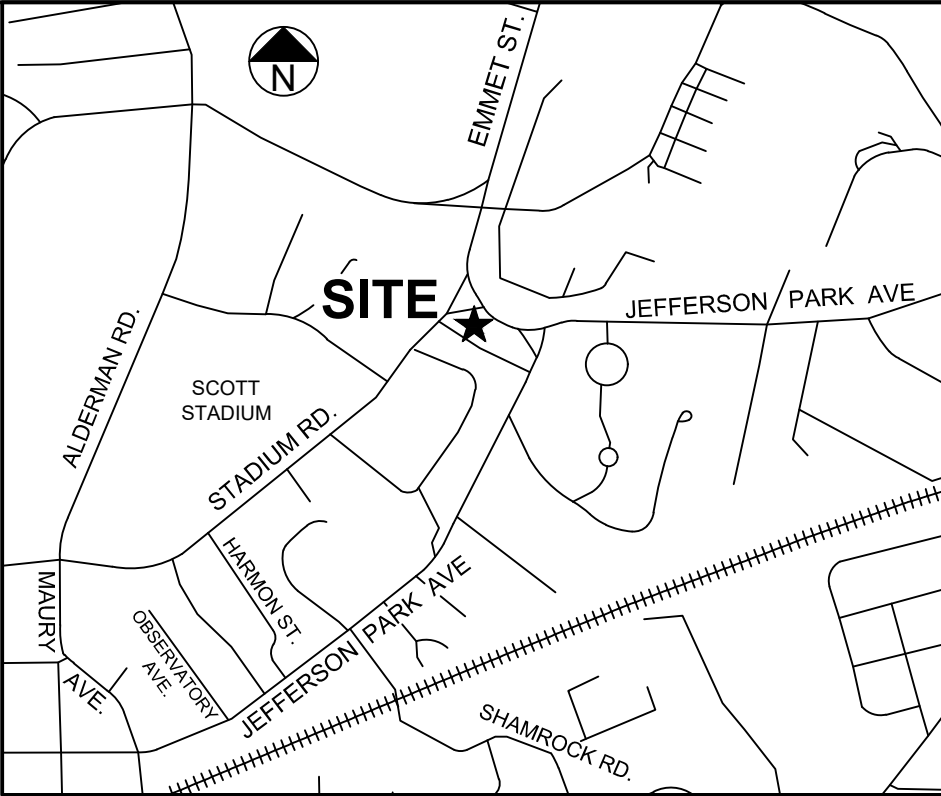
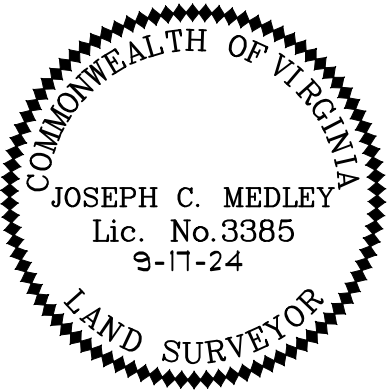
- COMMITMENT NO. NCS-1151403A-STLO DATED JUNE 17, 2024 AT 8:00 A.M.

LEGEND

⊙ (F)	PROPERTY CORNER FOUND, AS NOTED
● (S)	PROPERTY CORNER SET, AS NOTED
▲	CALCULATED POINT
AC.	ACRES
APPROX.	APPROXIMATE
C/L	CENTERLINE
D.B.	DEED BOOK
LOC.	LOCATION
PG.	PAGE
R/W	RIGHT-OF-WAY
S.F.	SQUARE FEET
VAR.	VARIABLE

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT THIS PLAT, TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF, IS CORRECT AND ALL THE REQUIREMENTS SET FORTH REGARDING THE PLATTING OF LAND IN THE CITY OF CHARLOTTESVILLE, VIRGINIA HAVE BEEN COMPLIED WITH.



VICINITY MAP 1" = 1,000'

PLAT SHOWING
VACATION OF CITY OF
CHARLOTTESVILLE STORM
EASEMENT

ACROSS THE LAND OF
WOODROW APARTMENTS, LLC
TAX MAP PARCELS 16-4
WHITE HALL MAGISTERIAL DISTRICT
CITY OF CHARLOTTESVILLE, VIRGINIA

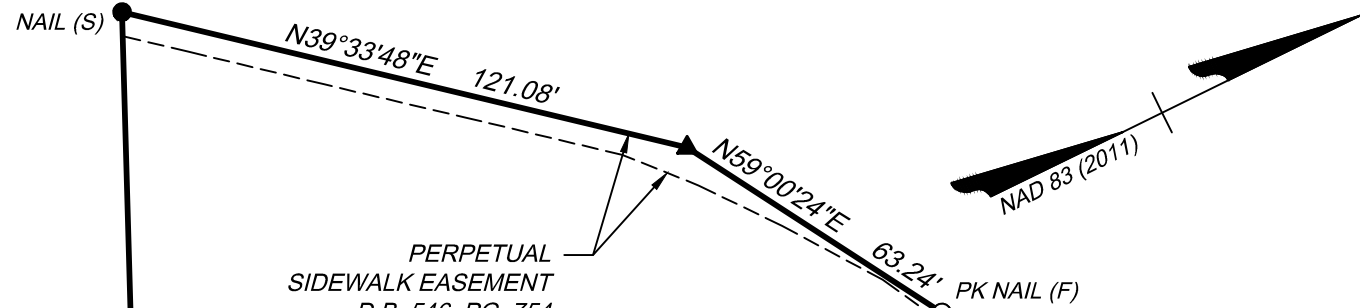
Date: Sept. 17, 2024	Scale: 1" = 40'
Sheet: 1 of 2	J.N.: 56566
Drawn by: TEB	Checked by: JCM
LAST REVISED:	

THIS DRAWING PREPARED AT THE
STAUNTON OFFICE
28 Imperial Drive | Staunton, VA 24401
TEL 540.885.0920 FAX 540.885.0786 www.timmons.com

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Y:\904156566\Woodrow_Apts_Redevelop\DWG\56566-9041\XPESMT.dwg | Plotted on 9/24/2024 10:40 AM | by Joe Medley

MONTEBELLO CIRCLE
(30' PUBLIC R/W)



CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C1	30.11'	28.25'	15.26'	53°44'49"	S76°28'34"E	27.22'

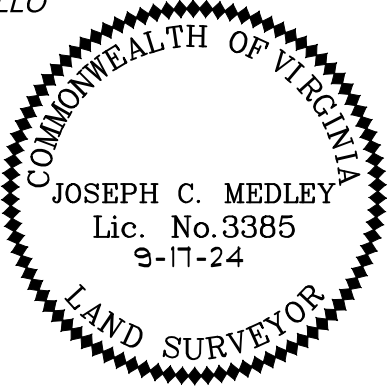
LINE TABLE		
LINE	BEARING	LENGTH
L1	N69°12'51"E	37.06'

TAX MAP 16-5
WOODROW APARTMENTS, LLC,
SUCCESSOR BY CONVERSION TO
STADIUM ROAD LIMITED PARTNERSHIP
LOTS 24,25,26A,26B,27A,27B,28
MONTEBELLO
D.B. 460, PG. 740
74,527 S.F. OR 1.711 AC.
ZONE: PUD
106-114 STADIUM

TAX MAP 16-3
WOODROW APARTMENTS, LLC
LOT 34 MONTEBELLO
D.B. 720, PG. 527
9,566 S.F. OR 0.220 AC.
ZONE: PUD
102 STADIUM

FORMER R/W OF WOODROW STREET
(VACATED PER CITY OF CHARLOTTESVILLE
ORDINANCE #O-23-164, DECEMBER 18, 2023)
0.321 ACRES TO TAX MAP 16-1

TAX MAP 16-4
WOODROW APARTMENTS, LLC,
SUCCESSOR BY CONVERSION TO
STADIUM ROAD LIMITED PARTNERSHIP
LOT 33 & PARCEL X MONTEBELLO
D.B. 696, PG. 879
14,026 S.F. OR 0.322 AC.
ZONE: PUD
100 STADIUM



PLAT SHOWING
VACATION OF CITY OF
CHARLOTTESVILLE STORM
EASEMENT
ACROSS THE LAND OF
WOODROW APARTMENTS, LLC
TAX MAP PARCELS 16-4
WHITE HALL MAGISTERIAL DISTRICT
CITY OF CHARLOTTESVILLE, VIRGINIA

Date: Sept. 17, 2024	Scale: 1" = 40'
Sheet: 2 of 2	J.N.: 56566
Drawn by: TEB	Checked by: JCM
LAST REVISED:	

THIS DRAWING PREPARED AT THE
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TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

Policy Briefing Summary

City Council



Regarding:	Public Hearing and Ordinance Regarding an Easement to Dominion Energy for Undergrounding of Electrical Equipment at Pen Park and Quarry Road
Staff Contact(s):	Lee Cooper, Chris Gensic, Park and Trail Planner
Presenter:	Chris Gensic, Park and Trail Planner
Date of Proposed Action:	July 7, 2025

Issue

Dominion Energy is working to underground a section of overhead power lines around Pen Park. The current overhead line comes across Meadow Creek from Holmes Avenue and is regularly out of service, partly due to age and inaccessibility for repairs. The new line will come from the Pen Park Lane area and provide a more reliable service. This will also allow Dominion to remove the overhead line along and across Meadow Creek along the developing trail system, allowing for better views and possibly planting more trees near the creek.

Dominion is also planning to underground an existing section of overhead line that passes through Quarry Park. The line is currently over the backstop for the baseball field, so removing it will also improve safety and the Park-user experience.

Background / Rule

Rule: Per Virginia Code Section 15.2-1800(B), a Public Hearing is legally required before City Council grants any easements on City-owned property.

Analysis

Both of these proposals will be beneficial to all users that connect to these grids and also Park and trail users.

Financial Impact

None. All costs will be covered by Dominion Energy.

Recommendation

Following conducting the legally required Public Hearing, City Staff recommends City Council approve the attached Ordinance granting easements to Dominion Energy at Pen and Quarry Parks.

Recommended Motion (if Applicable)

"I make a Motion to approve the attached Ordinance granting easements to Dominion Energy at Pen and Quarry Parks."

Attachments

1. ORD_Dominion Easement Pen-Quarry
2. Dominion - ROWs and Plats - Pen Park & Quarry Rd



ORDINANCE #O-__-__
GRANTING AN EASEMENT TO DOMINION ENERGY FOR THE
UNDERGROUNDING OF ELECTRIC POWER EQUIPMENT

WHEREAS Dominion Energy Virginia (“Dominion Energy”) has a Strategic Underground Program that includes a system-wide initiative to shorten power restoration times following major storms; and

WHEREAS said initiative identifies overhead electric distribution lines and above ground equipment known to be susceptible to damage due to severe weather; and

WHEREAS Dominion Energy is requesting a permanent easement to relocate overhead power service and maintain a replacement underground power service located on City of Charlottesville, Virginia (“City”), property located at Pen Park, parcel numbers 48B002000 and 48B001000, and Quarry Park, parcel number 600255000; and

WHEREAS placement of the existing overhead electric equipment underground will not adversely affect current use or future planned use of the properties; and

WHEREAS pursuant to Virginia Code § 15.2-1800, cities are authorized to grant easements over, through, under, or across any City property; and

WHEREAS the proposed easement is depicted on plats entitled Work Request No. 10684276 and Work Request No. 10750577, which are attached for reference and made a part fully hereof; and

WHEREAS on July 7, 2025, after due notice as required by Virginia § 15.2-1800(B), this City Council conducted a Public Hearing on the requested easement.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Charlottesville, Virginia, that the mayor is hereby authorized to execute a Right-of-Way Agreement, in a form approved by the City Attorney, or their designee, granting the above-described easement to Dominion Energy.

Date Introduced: July 7, 2025

Date Adopted:

Certified: _____

Clerk of Council



Right of Way Agreement

THIS RIGHT OF WAY AGREEMENT, is made and entered into as of this ____ day of _____, _____, by and between CITY OF CHARLOTTESVILLE ("**GRANTOR**") and VIRGINIA ELECTRIC AND POWER COMPANY, a Virginia public service corporation, doing business in Virginia as Dominion Energy Virginia, with its principal office in Richmond, Virginia ("**GRANTEE**").

WITNESSETH:

1. That for and in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency whereof is hereby acknowledged, **GRANTOR** grants and conveys unto **GRANTEE**, its successors and assigns, the perpetual right, privilege and exclusive easement over, under, through, upon, above and across the property described herein, for the purpose of transmitting and distributing electric power by one or more circuits; for its own internal telephone and other internal communication purposes directly related to or incidental to the generation, distribution, and transmission of electricity; for fiber optic cables, wires, attachments, and other transmission facilities, and all equipment, accessories and appurtenances desirable in connection therewith, for the purpose of transmitting voice, text, data, internet services, and other communications services, including the wires and attachments of third parties; and for lighting purposes; including but not limited to the rights:

1.1 to lay, construct, operate and maintain one or more lines of underground conduits and cables including, without limitation, one or more lighting supports and lighting fixtures as **GRANTEE** may from time to time determine, and all wires, conduits, cables, transformers, transformer enclosures, concrete pads, manholes, handholes, connection boxes, accessories and appurtenances desirable in connection therewith; the width of said exclusive easement shall extend fifteen (15) feet in width across the lands of **GRANTOR**; and

1.3 to apportion, lease, or license the voice, text, data, internet service, and other communications rights herein in whole or in part to third parties as may be useful or practical, including the rights to transmit third party data and the right to apportion, lease, or license surplus communications capacity to third parties for the exercise of such rights.

2. The easement granted herein shall extend across the lands of **GRANTOR** situated in Albemarle County/City of Charlottesville, Virginia, as more fully described on Plat(s) Numbered 13-24-0493, attached to and made a part of this Right of Way Agreement; the location of the boundaries of said easement being shown in broken lines on said Plat(s), reference being made thereto for a more particular description thereof.

3. All facilities constructed hereunder shall remain the property of **GRANTEE**. **GRANTEE** shall have the right to inspect, reconstruct, remove, repair, improve, relocate on and within the easement area, including but not limited to the airspace above the property controlled by **GRANTOR**, and make such changes, alterations, substitutions, additions to or extensions of its facilities as **GRANTEE** may from time to time deem advisable.

This Document Prepared by Virginia Electric and Power Company and should be returned to: Dominion Energy Virginia, 2700 Cromwell Drive, 2nd Floor, Norfolk, VA 23509.

Initials: _____

(Page 1 of 4 Pages)

DEVID No(s). 13-24-0493

Parcel ID No. 600255000 & 077000000015A0

Form No. 728493-1 (Dec 2021)

© 2024 Dominion Energy

Right of Way Agreement

4. **GRANTEE** shall have the right to keep the easement clear of all buildings, structures, trees, roots, undergrowth and other obstructions which would interfere with its exercise of the rights granted hereunder, including, without limitation, the right to trim, top, retrim, retop, cut and keep clear any trees or brush inside and outside the boundaries of the easement that may endanger the safe and proper operation of its facilities. All trees and limbs cut by **GRANTEE** shall remain the property of **GRANTOR**.

5. For the purpose of exercising the right granted herein, **GRANTEE** shall have the right of ingress to and egress from this easement over such private roads as may now or hereafter exist on the property of **GRANTOR**. The right, however, is reserved to **GRANTOR** to shift, relocate, close or abandon such private roads at any time. If there are no public or private roads reasonably convenient to the easement, **GRANTEE** shall have such right of ingress and egress over the lands of **GRANTOR** adjacent to the easement. **GRANTEE** shall exercise such rights in such manner as shall occasion the least practicable damage and inconvenience to **GRANTOR**.

6. **GRANTEE** shall repair damage to roads, fences, or other improvements (a) inside the boundaries of the easement (subject, however, to **GRANTEE**'s rights set forth in Paragraph 4 of this Right of Way Agreement) and (b) outside the boundaries of the easement and shall repair or pay **GRANTOR**, at **GRANTEE**'s option, for other damage done to **GRANTOR**'s property inside the boundaries of the easement (subject, however, to **GRANTEE**'s rights set forth in Paragraph 4 of this Right of Way Agreement) and outside the boundaries of the easement caused by **GRANTEE** in the process of the construction, inspection, and maintenance of **GRANTEE**'s facilities, or in the exercise of its right of ingress and egress; provided **GRANTOR** gives written notice thereof to **GRANTEE** within sixty (60) days after such damage occurs.

7. **GRANTOR**, its successors and assigns, may use the easement for any reasonable purpose not inconsistent with the rights hereby granted, provided such use does not interfere with **GRANTEE**'s exercise of any of its rights hereunder. **GRANTOR** shall not have the right to construct any building, structure, or other above ground obstruction on the easement; provided, however, **GRANTOR** may construct on the easement fences, landscaping (subject, however, to **GRANTEE**'s rights in Paragraph 4 of this Right of Way Agreement), paving, sidewalks, curbing, gutters, street signs, and below ground obstructions as long as said fences, landscaping, paving, sidewalks, curbing, gutters, street signs, and below ground obstructions do not interfere with **GRANTEE**'s exercise of any of its rights granted hereunder. In the event such use does interfere with **GRANTEE**'s exercise of any of its rights granted hereunder, **GRANTEE** may, in its reasonable discretion, relocate such facilities as may be practicable to a new site designated by **GRANTOR** and acceptable to **GRANTEE**. In the event any such facilities are so relocated, **GRANTOR** shall reimburse **GRANTEE** for the cost thereof and convey to **GRANTEE** an equivalent easement at the new site.

8. **GRANTEE'S** right to assign or transfer its rights, privileges and easements, as granted herein, shall be strictly limited to the assignment or transfer of such rights, privileges and easements to any business which lawfully assumes any or all of **GRANTEE'S** obligations as a public service company or such other obligations as may be related to or incidental to **GRANTEE'S** stated business purpose as a public service company; and any such business to which such rights, privileges and easements may be assigned shall be bound by all of the terms, conditions and restrictions set forth herein.

9. If there is an Exhibit A attached hereto, then the easement granted hereby shall additionally be subject to all terms and conditions contained therein provided said Exhibit A is executed by **GRANTOR** contemporaneously herewith and is recorded with and as a part of this Right of Way Agreement.

10. Whenever the context of this Right of Way Agreement so requires, the singular number shall mean the plural and the plural the singular.

Initials: _____

(Page 2 of 4 Pages)
DEVID No(s). 13-24-0493

Form No. 728493-1 (Dec 2021)

© 2024 Dominion Energy



Right of Way Agreement

11. **GRANTOR** covenants that it is seised of and has the right to convey this easement and the rights and privileges granted hereunder; that **GRANTEE** shall have quiet and peaceable possession, use and enjoyment of the aforesaid easement, rights and privileges; and that **GRANTOR** shall execute such further assurances thereof as may be reasonably required.

12. The individual executing this Right of Way Agreement on behalf of **GRANTOR** warrants that they have been duly authorized to execute this easement on behalf of said County.

NOTICE TO LANDOWNER: You are conveying rights to a public service corporation. A public service corporation may have the right to obtain some or all these rights through exercise of eminent domain. To the extent that any of the rights being conveyed are not subject to eminent domain, you have the right to choose not to convey those rights and you could not be compelled to do so. You have the right to negotiate compensation for any rights that you are voluntarily conveying.

IN WITNESS WHEREOF, GRANTOR has caused its name to be signed hereto by authorized officer or agent, described below, on the date first above written.

APPROVED AS TO FORM: CITY OF CHARLOTTESVILLE
By: _____

(Name) _____

(Title) _____ Title: _____

State of _____

County of _____, to-wit: _____

I, _____, a Notary Public in and for the State of _____

at Large, do hereby certify that this day personally appeared before me

in my jurisdiction aforesaid _____,
(Name of officer or agent) (Title of officer or agent)

on behalf of City of Charlottesville, Virginia, whose name is

signed to the foregoing writing dated this _____ day of _____, 20____, and
acknowledged the same before me.

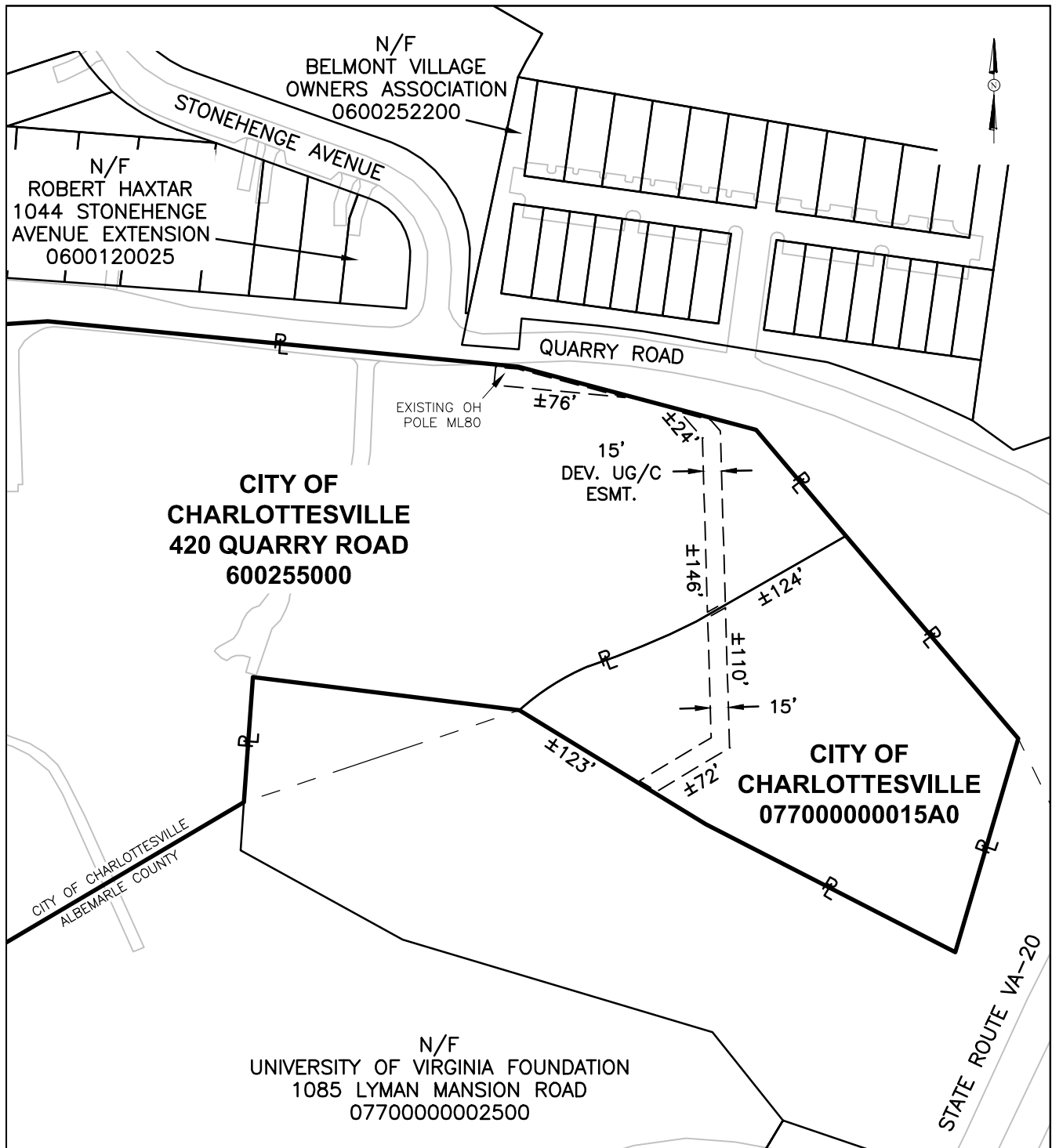
Given under my hand _____, 20____

Notary Public (Print Name) _____ Notary Public (Signature) _____

Virginia Notary Reg. No. _____ My Commission Expires: _____

(Page 3 of 4 Pages)

ROW No(s) 13-24-0493



LEGEND --- Location of Right-of-Way Boundary --- Indicates Property Line is Right-of-Way Boundary *NOTE: The centerline of the facilities in the field determine the centerline of the easement.	Region	Local Office	State	PLAT TO ACCOMPANY RIGHT-OF-WAY AGREEMENT UG/C VIRGINIA ELECTRIC AND POWER COMPANY doing business as Dominion Energy Virginia
	Western	Charlottesville	VA	
	County-City	City of Charlottesville/ Albemarle Co.	Grid Number	
	Work Request No.	DEVID No.	Scale	
	10684276	13-24-0493	Not to Scale	
	Date	By		
	10/27/2024	E. Jones		
OWNER INITIALS _____				Page 4 of 4

row_10684276_0493.dwg



Right of Way Agreement

THIS RIGHT OF WAY AGREEMENT, is made and entered into as of this _____ day of _____, _____, by and between CITY OF CHARLOTTESVILLE, a municipal corporation ("**GRANTOR**") and VIRGINIA ELECTRIC AND POWER COMPANY, a Virginia public service corporation, doing business in Virginia as Dominion Energy Virginia, with its principal office in Richmond, Virginia ("**GRANTEE**").

W I T N E S S E T H :

1. That for and in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency whereof is hereby acknowledged, **GRANTOR** grants and conveys unto **GRANTEE**, its successors and assigns, the perpetual right, privilege and exclusive easement over, under, through, upon, above and across the property described herein, for the purpose of transmitting and distributing electric power by one or more circuits; for its own internal telephone and other internal communication purposes directly related to or incidental to the generation, distribution, and transmission of electricity; for fiber optic cables, wires, attachments, and other transmission facilities, and all equipment, accessories and appurtenances desirable in connection therewith, for the purpose of transmitting voice, text, data, internet services, and other communications services, including the wires and attachments of third parties; and for lighting purposes; including but not limited to the rights:

1.1 to lay, construct, operate and maintain one or more lines of underground conduits and cables including, without limitation, one or more lighting supports and lighting fixtures as **GRANTEE** may from time to time determine, and all wires, conduits, cables, transformers, transformer enclosures, concrete pads, manholes, handholes, connection boxes, accessories and appurtenances desirable in connection therewith; the width of said exclusive easement shall extend fifteen (15) feet in width across the lands of **GRANTOR**; and

1.2 Paragraph is for granting overhead rights within this Right of Way Agreement and is intentionally not included.

1.3 to apportion, lease, or license the voice, text, data, internet service, and other communications rights herein in whole or in part to third parties as may be useful or practical, including the rights to transmit third party data and the right to apportion, lease, or license surplus communications capacity to third parties for the exercise of such rights.

2. The easement granted herein shall extend across the lands of **GRANTOR** situated in City of Charlottesville, Virginia, as more fully described on Plat(s) Numbered 13-25-0060, attached to and made a part of this Right of Way Agreement; the location of the boundaries of said easement being shown in broken lines on said Plat(s), reference being made thereto for a more particular description thereof.

3. All facilities constructed hereunder shall remain the property of **GRANTEE**. **GRANTEE** shall have the right to inspect, reconstruct, remove, repair, improve, relocate on and within the easement area, including but not limited to the airspace above the property controlled by **GRANTOR**, and make such changes, alterations, substitutions, additions to or extensions of its facilities as **GRANTEE** may from time to time deem advisable.

This Document Prepared by Virginia Electric and Power Company and should be returned to: Dominion Energy Virginia, 2700 Cromwell Drive, 2nd Floor, Norfolk, VA 23509.

Initials: _____

(Page 1 of 7 Pages)

DEVID No(s). 13-25-0060

Parcel ID No. 48B001000 & 48B002000

Form No. 728493-1 (Dec 2021)

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Right of Way Agreement

4. **GRANTEE** shall have the right to keep the easement clear of all buildings, structures, trees, roots, undergrowth and other obstructions which would interfere with its exercise of the rights granted hereunder, including, without limitation, the right to trim, top, retrim, retop, cut and keep clear any trees or brush inside and outside the boundaries of the easement that may endanger the safe and proper operation of its facilities. All trees and limbs cut by **GRANTEE** shall remain the property of **GRANTOR**.

5. For the purpose of exercising the right granted herein, **GRANTEE** shall have the right of ingress to and egress from this easement over such private roads as may now or hereafter exist on the property of **GRANTOR**. The right, however, is reserved to **GRANTOR** to shift, relocate, close or abandon such private roads at any time. If there are no public or private roads reasonably convenient to the easement, **GRANTEE** shall have such right of ingress and egress over the lands of **GRANTOR** adjacent to the easement. **GRANTEE** shall exercise such rights in such manner as shall occasion the least practicable damage and inconvenience to **GRANTOR**.

6. **GRANTEE** shall repair damage to roads, fences, or other improvements (a) inside the boundaries of the easement (subject, however, to **GRANTEE**'s rights set forth in Paragraph 4 of this Right of Way Agreement) and (b) outside the boundaries of the easement and shall repair or pay **GRANTOR**, at **GRANTEE**'s option, for other damage done to **GRANTOR**'s property inside the boundaries of the easement (subject, however, to **GRANTEE**'s rights set forth in Paragraph 4 of this Right of Way Agreement) and outside the boundaries of the easement caused by **GRANTEE** in the process of the construction, inspection, and maintenance of **GRANTEE**'s facilities, or in the exercise of its right of ingress and egress; provided **GRANTOR** gives written notice thereof to **GRANTEE** within sixty (60) days after such damage occurs.

7. **GRANTOR**, its successors and assigns, may use the easement for any reasonable purpose not inconsistent with the rights hereby granted, provided such use does not interfere with **GRANTEE**'s exercise of any of its rights hereunder. **GRANTOR** shall not have the right to construct any building, structure, or other above ground obstruction on the easement; provided, however, **GRANTOR** may construct on the easement fences, landscaping (subject, however, to **GRANTEE**'s rights in Paragraph 4 of this Right of Way Agreement), paving, sidewalks, curbing, gutters, street signs, and below ground obstructions as long as said fences, landscaping, paving, sidewalks, curbing, gutters, street signs, and below ground obstructions do not interfere with **GRANTEE**'s exercise of any of its rights granted hereunder. In the event such use does interfere with **GRANTEE**'s exercise of any of its rights granted hereunder, **GRANTEE** may, in its reasonable discretion, relocate such facilities as may be practicable to a new site designated by **GRANTOR** and acceptable to **GRANTEE**. In the event any such facilities are so relocated, **GRANTOR** shall reimburse **GRANTEE** for the cost thereof and convey to **GRANTEE** an equivalent easement at the new site.

8. **GRANTEE'S** right to assign or transfer its rights, privileges and easements, as granted herein, shall be strictly limited to the assignment or transfer of such rights, privileges and easements to any business which lawfully assumes any or all of **GRANTEE'S** obligations as a public service company or such other obligations as may be related to or incidental to **GRANTEE'S** stated business purpose as a public service company; and any such business to which such rights, privileges and easements may be assigned shall be bound by all of the terms, conditions and restrictions set forth herein.

9. If there is an Exhibit A attached hereto, then the easement granted hereby shall additionally be subject to all terms and conditions contained therein provided said Exhibit A is executed by **GRANTOR** contemporaneously herewith and is recorded with and as a part of this Right of Way Agreement.

10. Whenever the context of this Right of Way Agreement so requires, the singular number shall mean the plural and the plural the singular.

Initials: _____

(Page 2 of 7 Pages)
DEVID No(s). 13-25-0060

Form No. 728493-1 (Dec 2021)



Right of Way Agreement

11. **GRANTOR** covenants that it is seised of and has the right to convey this easement and the rights and privileges granted hereunder; that **GRANTEE** shall have quiet and peaceable possession, use and enjoyment of the aforesaid easement, rights and privileges; and that **GRANTOR** shall execute such further assurances thereof as may be reasonably required.

12. The individual executing this Right of Way Agreement on behalf of **GRANTOR** warrants that **GRANTOR** is a corporation duly organized and existing under the laws of the state hereinabove mentioned and that he or she has been duly authorized to execute this easement on behalf of said corporation.

NOTICE TO LANDOWNER: You are conveying rights to a public service corporation. A public service corporation may have the right to obtain some or all of these rights through exercise of eminent domain. To the extent that any of the rights being conveyed are not subject to eminent domain, you have the right to choose not to convey those rights and you could not be compelled to do so. You have the right to negotiate compensation for any rights that you are voluntarily conveying.

IN WITNESS WHEREOF, GRANTOR has caused its corporate name to be signed hereto by its authorized officer or agent, described below, on the date first above written.

Corporate Name: City of Charlottesville

By (Signature): _____

Name (Print): _____

Its: _____

State of Virginia

City/County of _____

The foregoing instrument was acknowledged before me this _____ day of _____, _____
by _____,

(Name of officer or agent)

(Title of officer or agent)

of City of Charlottesville, a(n) Virginia
(Name of corporation) (State of incorporation)

corporation, on behalf of the corporation.

Notary Public (Print Name)

Notary Public (Signature)

Virginia Notary Reg. No. _____ My Commission Expires: _____

(Page 3 of 7 Pages)

VAROW No(s). 13-25-0060

(Notary Seal Here)



Right of Way Agreement

Exhibit A

THIS RIGHT OF WAY AGREEMENT dated _____, _____, by and between the

CITY OF CHARLOTTESVILLE

a municipal corporation of the Commonwealth of Virginia ("**GRANTOR**"), and VIRGINIA ELECTRIC AND POWER COMPANY, a Virginia public service corporation doing business in Virginia as Dominion Energy Virginia ("**GRANTEE**") is hereby amended as follows:

1. This Right of Way Agreement shall be limited in duration and shall remain in force for a term of forty (40) years, except for any air rights together with easements for columns for support granted hereunder, in which case such air rights together with easements for columns for support shall exist for a term of sixty (60) years. At the end of any such term, this Right of Way Agreement shall automatically terminate unless **GRANTOR** agrees to renew this Right of Way Agreement for an additional term of years.
2. In the event that this Right of Way Agreement is terminated, or if the removal of **GRANTEE**'s facilities is otherwise desired by **GRANTOR**, then **GRANTOR** agrees that it will pay the cost of removing **GRANTEE**'s wires and facilities, and, if appropriate, the cost of replacing **GRANTEE**'s wires and facilities. Upon the termination of this Right of Way Agreement, **GRANTOR** agrees to provide **GRANTEE**, if needed by **GRANTEE**, a suitable substitute easement subject to the same terms provided for herein for **GRANTEE**'s wires and facilities. In the event that this Right of Way Agreement is revoked or terminated, all facilities constructed hereunder shall remain the property of **GRANTEE**.
3. **GRANTOR** covenants that in the event that **GRANTOR** sells or conveys the real property on which **GRANTEE**'s wires and facilities are located by this Right of Way Agreement, **GRANTOR** will provide **GRANTEE** with a suitable permanent easement for **GRANTEE**'s wires and facilities and, if necessary, pay the cost of relocating **GRANTEE**'s wires and facilities to such permanent easement.

GRANTOR:

City of Charlottesville

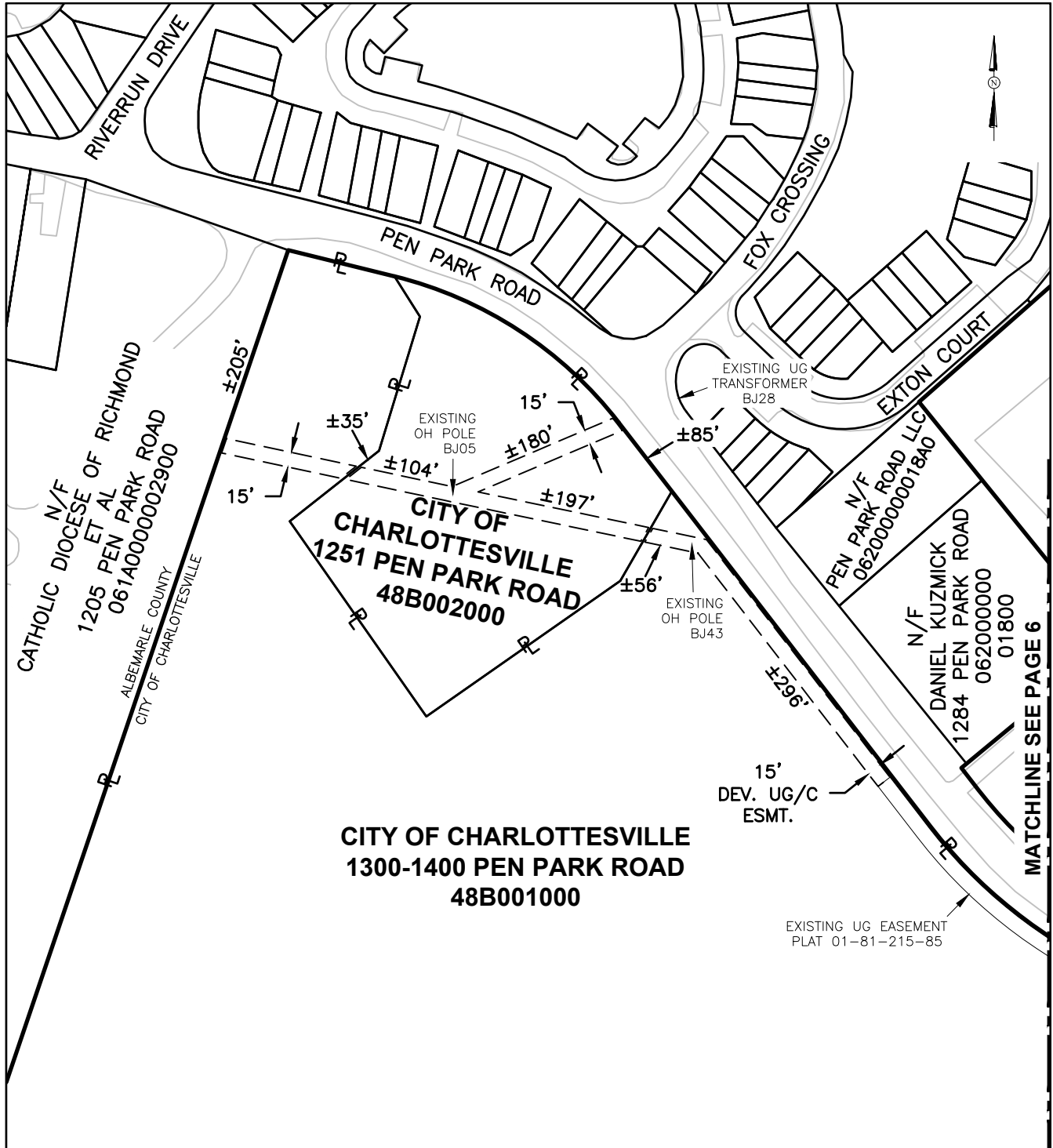
a municipiap corporation of the Commonwealth of Virginia

By: _____

Its: _____

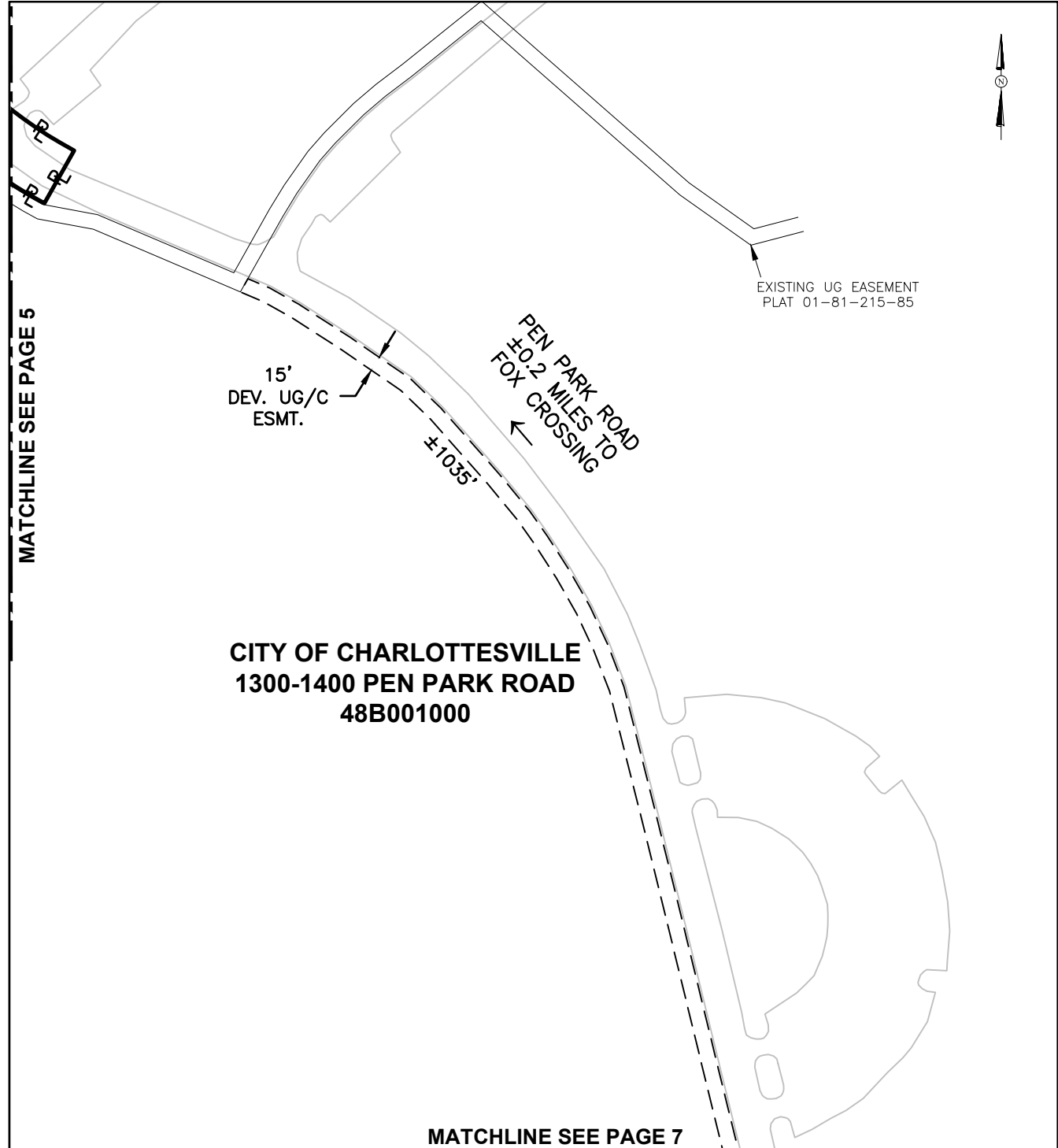
VAROW No(s). 13-25-0060

(Page 4 of 7 Pages)



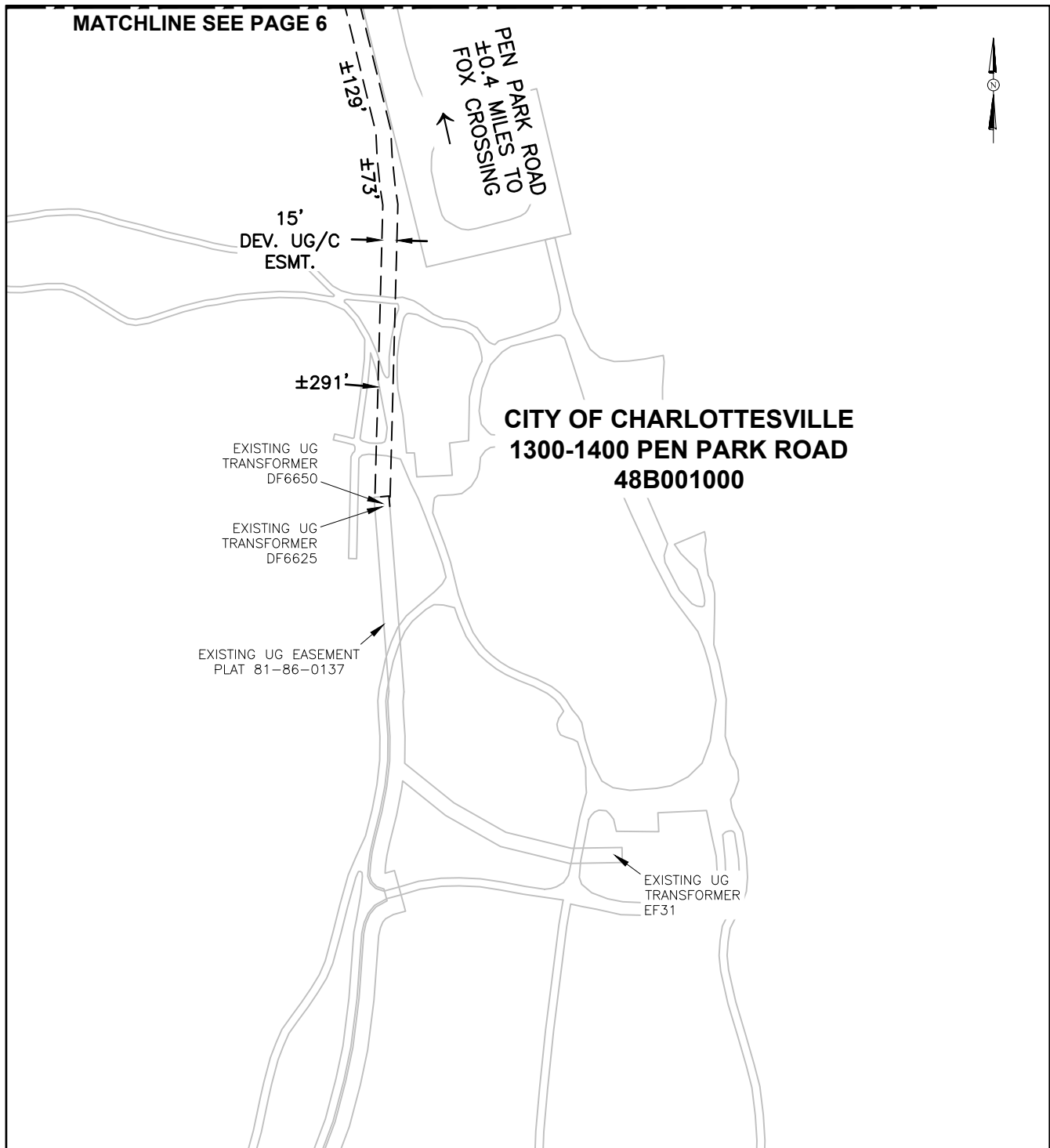
LEGEND - - - Location of Right-of-Way Boundary - P - Indicates Property Line is Right-of-Way Boundary *NOTE: The centerline of the facilities in the field determine the centerline of the easement.	Region	Local Office	State	PLAT TO ACCOMPANY RIGHT-OF-WAY AGREEMENT UG/C VIRGINIA ELECTRIC AND POWER COMPANY doing business as Dominion Energy Virginia
	Western	Charlottesville	VA	
	County-City		Grid Number	
	City of Charlottesville		G0026	
	Work Request No.	DEVID No.	Scale	
	10750577	13-25-0060	Not to Scale	
	Date	By		
	02/03/2025	E. Jones		
OWNER INITIALS _____				Page 5 of 7

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LEGEND --- Location of Right-of-Way Boundary --- Indicates Property Line is Right-of-Way Boundary *NOTE: The centerline of the facilities in the field determine the centerline of the easement.	Region	Local Office	State	PLAT TO ACCOMPANY RIGHT-OF-WAY AGREEMENT UG/C VIRGINIA ELECTRIC AND POWER COMPANY doing business as Dominion Energy Virginia
	Western	Charlottesville	VA	
	County-City	City of Charlottesville	Grid Number	
	Work Request No.	DEVID No.	Scale	
	10750577	13-25-0060	Not to Scale	
	Date	By		
	02/03/2025	E. Jones		
OWNER INITIALS _____				Page 6 of 7

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LEGEND - - - Location of Right-of-Way Boundary - P - Indicates Property Line is Right-of-Way Boundary *NOTE: The centerline of the facilities in the field determine the centerline of the easement.	Region	Local Office	State	PLAT TO ACCOMPANY UG/C RIGHT-OF-WAY AGREEMENT VIRGINIA ELECTRIC AND POWER COMPANY doing business as Dominion Energy Virginia
	Western	Charlottesville	VA	
	County-City	City of Charlottesville	Grid Number	
	Work Request No.	DEVID No.	Scale	
	10750577	13-25-0060	Not to Scale	
	Date	By		
	02/21/2025	E. Jones		
OWNER INITIALS _____				Page 7 of 7

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Policy Briefing Summary

City Council



Regarding:	Public Hearing and Resolution for Dogwood Vietnam Memorial Foundation Lease at McIntire Park
Staff Contact(s):	Chris Gensic, Park and Trail Planner
Presenter:	Riaan Anthony, Director of Parks & Recreation
Date of Proposed Action:	July 7, 2025

Issue

As a note to the public, this item was previously brought before City Council on May 5, 2025; however, it was not listed as a Public Hearing on the Agenda. As a result, City Council did not conduct a Public Hearing at that time.

The Dogwood Vietnam Memorial Foundation ("DVMF") has operated under a Memorandum of Understanding ("MOU") for many years, allowing it to manage the Memorial and host events at McIntire Park. The City is now seeking to upgrade that MOU to a formal lease, which will clearly codify the terms, responsibilities, and expectations related to the Memorial's maintenance and operations.

Background / Rule

This Agenda item aims to allow the City to upgrade the existing MOU to a formal lease agreement with the DVMF.

Analysis

The updated lease instrument is more in alignment with other City agreements. The Parks and Recreation Department and the City Attorney's Office worked on the new lease agreement to ensure proper language and terms were used. The DVMF has also reviewed the proposed lease agreement.

Financial Impact

There is no budgetary impact on this item at this time.

Recommendation

Following conducting the legally required Public Hearing, City Staff recommends City Council approve the attached Resolution authorizing the attached lease agreement between the City and the DVMF for the use of City property at McIntire Park.

Recommended Motion (if Applicable)

"I move approval of the attached Resolution authorizing a lease agreement between the Dogwood Vietnam Memorial Foundation and the City for the use of City property at McIntire Park."

Attachments

1. Resolution_Dogwood Memorial Lease Agreement
2. Land Lease - DVMF (3.3.2025)(v2)



RESOLUTION #R-__-__
APPROVING LEASE AGREEMENT BETWEEN THE DOGWOOD VIETNAM
MEMORIAL FOUNDATION AND THE CITY OF CHARLOTTESVILLE
FOR USE OF A PORTION OF CITY PROPERTY AT MCINTIRE PARK

WHEREAS the Dogwood Vietnam Memorial Foundation (DVMF) has operated a memorial site at McIntire Park for decades under an MOU with the City; and

WHEREAS the City is now creating more formal lease agreements with partner groups such as DVMF; and

WHEREAS the DVMF and the City Department of Parks and Recreation have agreed to the language of the “Long Term Lease Between the City of Charlottesville and the Dogwood Vietnam Memorial Foundation, Inc.”; and

WHEREAS City Council must approve of all lease agreements on City owned lands;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville that following the public hearing on July 7, 2025, Resolution #R-25-047 is repealed and the lease agreement between the City and the DVMF for use of property at McIntire Park is approved.

Date Adopted:

Certified: _____
Clerk of Council

LONG TERM LEASE
BETWEEN THE CITY OF CHARLOTTESVILLE
AND
THE DOGWOOD VIETNAM MEMORIAL FOUNDATION, INC.

1. **Parties.** The City of Charlottesville, Virginia (the “City”) owns certain real estate commonly known as McIntire Park and intends to lease a portion thereof to the Dogwood Vietnam Memorial Foundation, Inc. (“DVMF”), a charitable, non-profit corporation authorized to do business in the Commonwealth of Virginia.

2. **City Authority.** The City has the authority to enter into this Lease pursuant to Virginia Code §§ 15.2-953, 15.2-1800, and 15.2-2100.

3. **Leased Premises.** The City hereby leases and demises to DVMF, and DVMF hereby leases from City, certain real property in the southeast corner of McIntire Park, nearest to the intersection of State Route 250 and the John Warner Parkway, which property is more particularly identified on Exhibit A attached hereto (the “Leased Premises”).

4. **Suitability of Leased Premises.** The City makes no representation or warranty as to the condition or suitability of the Leased Premises for DVMF’s intended purposes. DVMF accepts the Leased Premises in its “as is” condition subject to all existing utilities and all easements of record.

5. **Term.** The term of this Lease is forty (40) years beginning on the date this Lease is executed by both the City Manager and a duly authorized agent of DVMF.

6. **Rent.** The rent for this Lease is the nominal fee of One Dollar (\$1) per year, for a total of forty dollars (\$40) prepaid, the receipt of which is hereby acknowledged.

7. **Use.**

a. **Memorial.** DVMF will use and occupy the Leased Premises for the sole purpose of constructing, improving, operating, and maintaining a memorial (the “Memorial”) to honor and perpetuate the lasting memory of all persons who served in the United States Military and to hold meetings or events concerning or relating to the Memorial or the DVMF, subject to the DVMF complying with all applicable local, state and federal rules, regulations and laws.

b. **Reservation.** The City reserves the right to install, operate, repair, and maintain water, sewer, gas, stormwater, or other utilities (“Public Facilities”) within the Leased Premises. Upon completion of any such work the City will reasonably repair any damage to the Leased Premises proximately caused by the City’s installation, operations, repairs, or maintenance of its Public Facilities.

c. **Open to public.** The Leased Premises will remain open to the general public except during hours specified within Section 18-1 of the Charlottesville City Code (as may be amended) for McIntire Park. When McIntire Park is open to the general public, DVMF must not exclude members of the public from the Leased Premises *subject to the following exceptions:*

i. Private Events. DVMF may use and occupy the Leased Premises for ceremonies, meetings, or other private events, during which time the Leased Premises will not be open to the general public. DVMF is hereby granted the right and privilege to conduct up to 10 private events per calendar year which advance DVMF's mission during which DVMF and its guests will have the privilege of exclusive use of the entire Leased Premises, provided, however, that all such private events must comply with all applicable local, state and federal governmental rules, regulations and laws. For each such private event, upon prior approval from the City, which approval will not be unreasonably withheld, vehicular access will be allowed through the existing gated entrance to the skate park to allow for vehicle parking near the Memorial site.

ii. Construction. DVMF may temporarily restrict or prohibit public access to any portion of the Leased Premises that is a work zone for construction or land disturbing activities being conducted by DVMF, the City, or the contractors of either. Any construction or land disturbing activities conducted by DVMF must be performed in accordance with all local, state and federal rules, regulations and laws. No improvements, other than the expansion of the Memorial plaza and the Pedestrian Bridge Access thereto (subject to approval from the City), may be installed on the Leased Premises without the consent of the City. DVMF will take all reasonable measures to prevent any mechanic's liens, materialmen's liens or other statutory liens to attach to the Leased Premises as a result of any alterations, improvements, additions or repairs performed by DVMF or at DVMF's direction. If any such lien or notice of lien rights is filed with respect to the Leased Premises by a contractor hired or engaged directly by DVMF (including any subcontractor hired or engaged by such contractor), then DVMF shall upon notice of same promptly take all reasonable measures to have such lien released or bond over the lien if release is not accomplished within thirty (30) days, and shall permit no further work to be performed on the Leased Premises until such release or bond has been accomplished, unless otherwise agreed to by the City in writing.

8. Financial Assurances. Prior to the commencement of any construction or land disturbing activity in or upon the Leased Premises DVMF must provide to the City:

a. Financial Plan. A written financial plan demonstrating DVMF's ability to adequately finance the cost thereof.

b. Contractors. Evidence that DVMF has entered into a written contract with one or more licensed and bonded Class A contractor(s) and has secured performance and payment bonds for the entire amount of the contract(s).

c. Insurance. Evidence that said contractor(s) will have in effect commercial general liability insurance throughout any period in which work is being performed by said contractor(s).

9. Maintenance, operation, and repair.

a. DVMF duties and obligations.

i. Keep clean. DVMF must keep the Leased Premises in a clean, attractive condition and not commit or allow any waste or damage to be committed to any portion of the Leased Premises.

ii. Pedestrian Bridge Access. DVMF will engage with the City in good faith and take all reasonable action to allow and assist the City in the planning, construction, development, and approval of a pedestrian bridge, multi-use trail, and associated parking lot to provide improved/handicap public access to the Leased Premises (and McIntire Park generally).

iii. Employees, Agents, Invitees. DVMF shall be responsible for the well-being and safety of its employees, agents and invitees present on and/or performing activities while on the Leased Property and shall, at all times, provide reasonable and customary supervision of all such persons while on the Leased Premises.

b. City duties and obligations.

i. Landscaping. The City is solely responsible for all reasonable and necessary landscaping services on and for the Leased Premises, provided that the City must not unreasonably interfere with DVMF's private events (*see supra* ¶ 7.c.i) of which the City has notice.

ii. Pedestrian Bridge Access. The City will engage with DVMF in good faith and take all reasonable action to allow and assist DVMF in the planning, construction, development, and approval of a pedestrian bridge, multi-use trail, and associated parking lot to provide improved/handicap public access to the Leased Premises (and McIntire Park generally).

10. Legal interests.

a. Real estate. Title to the Leased Premises is now, and upon the expiration or earlier termination of this Lease will remain with, the City. DVMF must promptly and in good faith execute any written instruments or documents the City presents to DVMF that is reasonably necessary to confirm such ownership interest(s) of the City.

b. Other property. All improvements, fixtures, or other property DVMF places, constructs, or installs in, on, or upon the Leased Premises is, and upon expiration or earlier termination of this Lease will remain, owned by DVMF and may be removed by DVMF at any time. This includes but is not limited to, all flags, flag poles, plaques, stanchions, kiosks, temporary decorations (bunting, banners, etc.), and inscribed bricks. This does not include any concrete or asphalt paths, stairs, or walls (except the inscribed bricks).

11. Damage; destruction.

a. Notice. DVMF must give the City prompt written notice of any damage or destruction of any portion of the Leased Premises.

b. Repair. In the event that some portion of the Leased Premises is damaged by fire or other casualty, and such damage is covered by DVMF's insurance, DVMF agrees to make a claim under said insurance and to repair such damage as much as can reasonably be done with the amount of any insurance proceeds from that claim.

c. DVMF's property. The City is not required to repair any damage to or replacement of any of DVMF's property on or upon the Leased Premises (as defined in paragraph 10.b above) unless such damage was caused (in whole or in part) by the negligence or willful misconduct of the City or its employees and/or agents or otherwise provided by law.

12. Indemnification.

a. Generally. Subject to paragraph 12.b below, DVMF must indemnify and hold the City (including its officers, officials, and employees) harmless from and against any and all liability, loss, claim, suit, damage, charge, or expense suffered, sustained, incurred or in any way to be subjected to, on account of death of or injury to any person and for damages to, loss of, and destruction of any property whatsoever which arises out of, results from, or is in any way connected with (i) DVMF's use of the Leased Premises during a private event under this Lease (*see supra* ¶ 7.c.i) or (ii) which occurs as a consequence of any negligence or misconduct of DVMF (including its members, contractors, and subcontractors) in the exercise of DVMF's rights, privileges, or performance of DVMF's obligations under this Lease.

b. Exceptions. Notwithstanding paragraph 12.a above, DVMF has no indemnity obligation for the negligent acts, omissions, or misconduct of the City's officers, officials, employees, and other agents, in their capacity as an officer, official, employee or agent, to the extent provided by law.

13. Assignment. DVMF has no right to assign or sublease, in any manner or fashion, any of its rights, privileges, or interests accruing to it under this Lease to any other individual or entity without the prior written consent of the City. *Provided, however,* that the City cannot unreasonably withhold its consent if DVMF proposes to assign or sublease to an alternative or successor charitable organization that is capable of performing DVMF's obligations hereunder and the use of the Leased Premises will remain one for the public good, in the sole discretion of the City, not to be unreasonably withheld, conditioned or delayed.

14. Nondiscrimination. DVMF must not discriminate against any person in its membership, programs, or events relating to the use or occupancy of the Leased Premises on the grounds of race, religion, color, gender, sexual orientation, national origin, disability, or any other basis prohibited by law.

15. Insurance.

a. Types of Insurance. DVMF will, at its sole cost and expense, secure and maintain throughout the term of this Lease, the following types of insurance coverage and policy limits:

- i. \$1,000,000 for commercial general liability coverage;
- ii. \$1,000,000 for bodily injury and property damage;
- iii. \$1,000,000 for products and non-owned and hired automobile liability;
- iv. \$1,000,000 for personal and advertising injury; and
- v. \$5,000 medical expense benefit (any one person).

b. Special Requirements. Each insurance policy required by this paragraph must be written or endorsed so as to preclude the exercise of the right of subrogation against the City and must name the City as an additional insured. Each insurance policy required by this paragraph also must be endorsed to include the following clause: "Should any of the insurance policies be cancelled before the expiration date thereof, the issuing insurance company will endeavor to mail written notice of such cancellation to the City at least 10 days in advance." Upon receipt of any notice, verbal or written, that the said insurance is subject to cancellation, DVMF must notify the City within five (5) business days. In the event DVMF fails to comply with the requirements of this section, the City will have the right to require DVMF to suspend use of the Leased Premises until such time as the requirements of this paragraph are met.

c. Evidence of Insurance. DVMF must provide the City with one or more certificate(s) of insurance confirming the insurance required by this Lease.

d. Amendment. The required insurance coverages, and the required limits of the insurance, may be reviewed by the parties and amended from time to time by mutual agreement.

16. Default. If at any time during the term of this Lease the City contends that DVMF is in violation of any material provision of this Lease, then the City must provide DVMF written notice thereof. Such notice must specifically identify the provision(s) of the Lease allegedly violated and the facts to support the City's assertion. Upon receipt of such notice, DVMF will have 90 days to remedy the alleged violation(s). Notwithstanding the foregoing, the City shall have the right to correct any such violation, if in the sole discretion of the City, such violation creates a danger to the public or otherwise requires immediate attention and if the City so elects, all reasonable costs of such correction shall be recoverable from DVMF, within thirty (30) days of receipt of an invoice from the City.

17. Expiration or Termination of Lease. Upon the expiration or earlier termination of this Lease under paragraph 16 above, DVMF must surrender the Leased Premises to the City as provided in paragraph 18 (entitled "Surrender") of this Lease. If this Lease has not been earlier terminated, the parties must meet and confer in Year 38 of the term of this Lease to negotiate in good faith the terms of a new or extended lease.

18. Surrender. Upon the expiration or earlier termination of this Lease, DVMF will:

a. Quit and peaceably surrender to the City possession of the Leased Premises in good order and condition, except for ordinary wear and tear. The surrender of this Lease will, at the option of the City, terminate any and all existing subleases or may, at the option of the City, operate as an assignment to it of any and all such subleases.

b. Remove its property from the Leased Premises and any property which has not been removed prior to the date of termination will become the property of the City, and the City will have the right to dispose of such property in its sole discretion.

19. Eminent Domain. In the event of any taking by eminent domain of the Leased Premises, whether partial or total, the City will be entitled to receive the condemnation award or compensation; *provided, however*, that if any structures and/or improvements created or installed by DVMF are taken, then DVMF will be entitled to receive that portion of the condemnation award or compensation for such structures and/or improvements. If the taking is such that sufficient area remains for DVMF to continue its normal operations, then the Lease will terminate only as to the part of the Leased Premises so taken but will remain in effect with respect to that part not taken.

20. Right of Entry. The City or its agents may enter upon the Leased Premises at all reasonable times to examine the condition and use so long as that right is exercised during regular business hours in a manner that does not unreasonably interfere with DVMF's conduct of its lawful and authorized activities within the Leased Premises.

21. Non-waiver. No failure on the part of either party to enforce any of the terms or conditions set forth in this Lease will be construed as or deemed to be a waiver of the right to enforce such terms or conditions. No waiver of a breach of this Lease will be construed as a waiver of any succeeding breach of the same provision. No delay or failure by either party to exercise any right under this Lease, and no partial or single exercise of that right, will constitute a waiver of that or any other right, unless otherwise expressly provided herein.

22. Notices. All notices given in connection with this Lease must be communicated in writing either by (a) U.S. Mail first class postage prepaid or (b) prepaid express delivery service and in either event addressed as follows:

To the City:
City Manager
P.O. Box 911
Charlottesville, VA 22902

To DVMF:
DVMF President
P.O. Box 6193
Charlottesville, VA 22906

With a copy to:
City Attorney
P.O. Box 911
Charlottesville, VA 22902

Either party may change its designated representative or mailing address by giving written notice to the other party as provided herein.

23. Modifications. No modification, amendment, release, or discharge of any provision of this Lease will be of any force or effect except by the written consent of both parties hereto. Notwithstanding the foregoing, the City Manager is hereby authorized to act as City Council's agent for purposes of approving modifications of the provisions of this Lease.

24. Time of Essence. In all instances in which a party is required by this Lease to do any act on or within a specific time period, the parties expressly declare that time is of the essence as to such action.

25. Persons Bound. The terms, provisions, and conditions of this Lease will bind and inure to the benefit of the respective parties hereto and to their respective representatives, successors, and assigns.

26. Entire Agreement. This Lease contains the entire agreement between the parties and it supersedes all prior agreements and understandings of the parties, whether verbal or written, as to matters that are set forth in this Lease. There are no collateral agreements, stipulations, or promises whatsoever in any way touching the subject matter of this Lease. The execution of this Lease was not induced by any representations, promises, or understandings other than those expressly set forth herein.

27. Recordation. The terms and conditions set forth herein will be signed by the parties' duly authorized agents and suitable for recordation among the land records of the Charlottesville Circuit Court in accordance with Virginia Code § 17.1-227. Alternatively, in lieu of recordation, a memorandum of lease may be recorded as provided in Virginia Code § 55.1-1601.

28. Headings. The headings or captions used in this Lease are for convenience only and are not to be used in the interpretation or construction of its provisions.

29. Interpretation. In the event of any conflict, discrepancy, or inconsistency between this Lease and any other documents which have been incorporated into this Lease by reference or made exhibits or attachments hereto, then the provisions set forth within this Lease will govern the parties' intent. The terms of this Lease have been negotiated at arm's length and with the opportunity to seek respective legal counsel and thus neither party alone "drafted" the terms hereof for purposes of construing any ambiguities herein.

30. Severability. In the event that any term or provision of this Lease, or the application thereof to any person or circumstance, is held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Lease, and the application of any term or provision to any person or circumstance other than those to which it has been held invalid or unenforceable, will not be affected thereby.

31. Governing Law. This Lease is governed, construed, and enforced by and in accordance with the laws of the Commonwealth of Virginia. Any suit or controversy arising under this Lease must be brought in the General District or Circuit Court for the City of Charlottesville, Virginia.

32. Authorized Signatures. The City of Charlottesville City Council authorizes the Charlottesville City Manager as its agent to execute the Lease on behalf of the City of Charlottesville and to bind the City hereto. The Dogwood Vietnam Memorial Foundation, Inc. authorizes its President as its agent to execute the Lease on behalf of the DVMF and to bind the DVMF hereto.

33. Execution in Counterparts. This Lease may be executed in counterparts, each of which is deemed an original, but all of which constitutes one and the same instrument.

WITNESS THE FOLLOWING SIGNATURES:

City of Charlottesville, VA

Dogwood Vietnam Memorial Foundation, Inc.

By: _____
City Manager

By: _____
President

Printed Name: _____

Printed Name: _____

Date: _____

Date: _____

EXHIBIT A



Policy Briefing Summary

City Council



Regarding:	Offer in Compromise for Taxes Due (1603 6th Street SE)
Staff Contact(s):	Jason Vandever, City Treasurer
Presenter:	Jason Vandever, City Treasurer
Date of Proposed Action:	July 7, 2025

Issue

The City Treasurer is requesting consent of City Council to accept an Offer in Compromise from the owner of 1603 6th Street SE for past due real estate taxes due to the City that were levied prior to the current owner inheriting the property.

Background / Rule

Virginia Code § 58.1-3994(B) allows the City Treasurer to compromise and settle an amount due for local taxes, with the consent of the governing body, when collection of the entire amount due “is in substantial doubt and the best interest of the locality will be served by such a compromise.” On May 13, 2025, the City Treasurer received and accepted an Offer in Compromise from Legal Aid Justice Center, working on behalf of the property owner.

Analysis

The property’s owner is on a limited fixed income, which places the collectability of the overdue taxes incurred from the prior owner in substantial doubt. The prior owner incurred the debt through a series of unfortunate medical circumstances that prevented her from applying for real estate tax relief. The City is unable to retroactively apply real estate tax relief benefits to a property, even when it is evident the applicant would have qualified had an application been filed.

Normally, the City collects overdue taxes when a *bona fide* sale occurs, but in this case the property was inherited by the current owner. It is the City Treasurer’s belief, based on the facts included in this Offer in Compromise, that the result of the City pursuing collection actions against the current owner for past due taxes would result in the loss of the home through judicial sale. By accepting this Offer in Compromise, the City can alleviate these financial obstacles, keep the current owner in the home she has inherited, and eliminate her risk of displacement. Going forward, the current owner has been able to qualify for one hundred percent (100%) tax relief.

Financial Impact

Accepting the Offer in Compromise would reduce the real estate tax receivable account by \$9,248.39, and the stormwater utility fee receivable account by \$262.66. As mentioned previously, this amount would have been expensed in prior fiscal years to the Real Estate Relief Program, if the former owner had applied.

Recommendation

The City Treasurer has accepted this Offer in Compromise and recommends City Council consent to settle the entire amount payable to the City.

Recommended Motion (if Applicable)

"I move that City Council consent to settling the entire past due real estate tax and stormwater utility fee balance due for tax years 2021-2024 for the property located at 1603 6th St SE."

Attachments

None