



City Council Meeting Agenda

August 18, 2025

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

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

4:00 PM Opening Session

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

- 1. Report: Charlottesville Albemarle Convention and Visitors Bureau (CACVB) Report
- 2. Report: Jefferson-Madison Regional Library (JMRL) Report
- 3. Report: Strategic Outcome Area Report - Economic Prosperity

5:30 PM Closed Meeting

- By Motion: Consideration of appointments to Boards and Commissions

6:30 PM Business Session

- IV. Moment of Silence**
- V. Announcements**
- VI. Recognitions/Proclamations**

- Proclamation: Women's Equality Day - August 26

- 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.
 - 4. Resolution: Resolution Appropriating \$60,000 for Virginia Department of Education (VDOE) Special Nutrition Program - Summer Food Service Program (2nd reading)
 - 5. Resolution: Resolution to Transfer Additional Funds for Electric School Buses in the amount of \$10,032 (1 of 2 readings)
 - 6. Resolution: Resolution Appropriating Opioid Abatement Authority Cooperative Partnership Grant for Fiscal Year 2026 to OAR (Offender Aid and Restoration) for Expanded Specialty Docket Services - \$13,504.43 (1 of 2 readings)
 - 7. Resolution: Resolution Appropriating Virginia Department of Social Services Temporary Aid to Needy Families Grant - \$69,312.67 (1 of 2 readings)

8. Resolution: Resolution to appropriate funds from the Virginia Department of Housing and Community Development- Virginia Homeless Solutions Program in the amount of \$440,885 (1 of 2 readings)
9. Resolution: Approval of Resolution Authorizing the Refund of Business License Tax and Business Tangible Personal Property Tax

IX. City Manager Report

- Report: FY26 City Manager's Work Plan

X. Action Items

10. Public Hearing/Res.: Public Hearing and Resolution for the Consolidated Annual Performance and Evaluation Report (CAPER) for the Program Year 2024-25 Community Development Block Grants and HOME Investment Partnerships Programs (1 of 2 readings)
11. Resolution: Resolution to Identify a Final Preferred Design Alternative for the Avon Street Streetscape Project
12. Resolution: Resolution Authorizing Revenue Bond Financing on Behalf of the Alumni Association of the University of Virginia

XI. General Business

13. Written Report: Land Use and Environmental Planning Committee Semi-Annual Report

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:	Charlottesville Albemarle Convention and Visitors Bureau (CACVB) Report
Staff Contact(s):	Courtney Cacation
Presenter:	Courtney Cacatian - CACVB Executive Director
Date of Proposed Action:	August 18, 2025

Issue

Background / Rule

The Executive Director of the Charlottesville Albemarle Convention and Visitor's Bureau will provide an annual update on recent activities and outcomes. Also included will be a discussion of the CACVB rebranding effort currently underway and the planned events related to the VA250 and Downtown Mall 50th anniversary.

Analysis

The update is for informational and awareness purposes.

Financial Impact

N/A

Recommendation

N/A

Recommended Motion (if Applicable)

Attachments

None

Policy Briefing Summary

City Council



Regarding:	Jefferson-Madison Regional Library (JMRL) Report
Staff Contact(s):	Ashley Marshall, Deputy City Manager
Presenter:	David Plunkett
Date of Proposed Action:	August 18, 2025

Issue

JMRL, the library services provider for our City, will provide an update on their organization to the City Council and the public at-large.

Background / Rule

JMRL's mission is to "foster personal growth and life-long learning for all by connecting people with ideas, information, and each other." The library's roots date back to the public subscription library established in 1823. The organization continues to be a valuable educational resource built on the sustained efforts of local residents over the past two centuries. Members of the community can find more information about the library, learn how to sign up for a library card, and look for books and digital resources on their website at: <https://jmrl.org/>.

Analysis

JMRL's service area includes not only the City of Charlottesville but also the Counties of Albemarle, Louisa, Nelson, and Greene. The library currently serves over 200,000 residents, and it has eight locations, including the Bookmobile. With combined holdings of 500,000 items, the library circulates over 1,600,000 items annually. Library users can access online databases and downloadable books 24 hours a day, 365 days a year.

The two library branches within the City are the Central Library Branch (<https://jmrl.org/central>) and the Gordon Avenue Library Branch (<https://jmrl.org/gordon>). The Library Board also has three (3) representatives for the City who are appointed by City Council (you can learn more about the board on the City's website at <https://www.charlottesville.gov/980/Jefferson-Madison-Regional-Library-Board>).

Community members can find information on JMRL's five-year plan on its website at <https://jmrl.org/future> and its Fiscal Year 2026 budget on its website at <https://jmrl.org/sites/default/files/2025-06/JMRLBudget-FY26.pdf>.

Financial Impact

The City of Charlottesville, as a participating locality, supports JMRL through its annual budget process. For Fiscal Year 2026, the City Council approved an investment of roughly \$2.4M in the general fund, and has earmarked future fiscal year capital improvement plan (CIP) investments starting in Fiscal Year 2026 for renovations of the Central Library Branch located in Downtown Charlottesville in partnership with Albemarle County that co-owns that facility.

Recommendation

N/A - Report Only

Recommended Motion (if Applicable)**Attachments**

None

Policy Briefing Summary

City Council



Regarding:	Strategic Outcome Area Report - Economic Prosperity
Staff Contact(s):	Ashley Marshall, Deputy City Manager, Chris Engel, Director of Economic Development, Todd Niemeier, Director of Human Rights
Presenter:	Ashley Marshall, Deputy City Manager, Chris Engel, Director of Economic Development
Date of Proposed Action:	August 18, 2025

Issue

The City of Charlottesville's Strategic Plan includes a goal of economic prosperity. This report provides the City Council with an update on the City's progress on the strategies identified under this strategic goal.

Background / Rule

In its last Strategic Plan, the City Council determined that it would clearly focus on economic prosperity. The council stated, "Charlottesville develops strategies and economic development opportunities that drive economic prosperity for all."

This report will provide an update to the City Council on the work that has been accomplished by the Office of Economic Development and the Office of Social Equity, specifically, focused on economic prosperity. It will also provide an update on the progress that the Office of Economic Development has made in its strategic plan, which focuses on economic mobility and opportunity and was also incorporated into the Charlottesville Strategic Outcome Areas & Strategies (<https://www.charlottesville.gov/DocumentCenter/View/13805/Strategic-Outcome-Book-Print>).

Analysis

Financial Impact

There is no financial impact on the general fund budget at this time. Grant funding was awarded to the City of Charlottesville to help support the work within the external programs from ICMA and NLC.

Recommendation

Report only.

Recommended Motion (if Applicable)

Attachments

None

CITY OF CHARLOTTESVILLE



Proclamation

WOMEN’S EQUALITY DAY 2025

WHEREAS on August 26, 1920, tens of millions of women gained voting rights, the greatest expansion of democracy in U.S. history, yet 105 years later women still have not achieved full equality and face ongoing and increasing threats of discrimination, violence, loss of bodily autonomy, and restrictions on voting rights; and

WHEREAS although on January 27, 2020, Virginia became the final of the requisite 38 states to ratify the Equal Rights Amendment, fulfilling all the requirements of the U.S. Constitution, yet the ERA has not been fully recognized and published, allowing gender-based discrimination to continue without recourse under the foundational document undergirding all our laws; and

WHEREAS federal laws ensuring the equal rights and safety of women can be and are currently being weakened or removed, with the U.S. Supreme Court retreating from its own precedent to take away previous constitutional rights, impeding women’s ability to make decisions about their own bodies, families and futures, and causing irreparable harm and unnecessary deaths; and

WHEREAS females make up nearly 53 percent of Charlottesville population and the City of Charlottesville has an appropriate and legitimate role in securing and defending gender equality in the Commonwealth of Virginia and the United States.

NOW, THEREFORE, BE IT PROCLAIMED by the Charlottesville City Council that August 26, 2025, is Women’s Equality Day in the City of Charlottesville in celebration of all who worked to gain voting rights for women; in recognition of all who have continued the fight for gender equity; and in support of all citizens and lawmakers working today to preserve democracy and guarantee equal rights for all under the law in the Commonwealth of Virginia and in the United States.

Signed and sealed this 18th day of August 2025.

Mayor

Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution Appropriating \$60,000 for Virginia Department of Education (VDOE) Special Nutrition Program - Summer Food Service Program (2nd reading)
Staff Contact(s):	Rachel Smith, Deputy Director of Recreation, Annie Sechrist, Management Specialist II
Presenter:	Rachel Smith, Deputy Director of Recreation
Date of Proposed Action:	August 18, 2025

Issue

The City of Charlottesville, Virginia ("City"), through its Parks and Recreation Department, has received approval for reimbursement of up to \$60,000 from the Virginia Department of Education Special Nutrition Program to provide free breakfast and lunch to children attending Summer Camp Programs, and dinner for the City's Connect Sites housed at three (3) Community Centers.

Background / Rule

The City's Parks and Recreation Department will operate three (3) Summer Camp Programs and three (3) Connect sites (Site of Promise Site, serving the Westhaven neighborhood, South First Street, and Greenstone) throughout the City. The Camps serve children ages six (6) through twelve (12), for a total of six (6) weeks (June 16, 2025 – July 25, 2025). The Connect Sites serve children ages five (5) through 18 (18) for nine (9) weeks during the Summer, June 16, 2025 – August 15, 2025. Between the Camps and Community Housing Centers, various activities are planned from 7:30am - 7:00pm, Monday through Friday. The Parks and Recreation Camps have around 1,100 enrollees this Summer.

The reimbursement will cover the costs of nutritious meals at these locations, which also have an educational/enrichment component. The Virginia Department of Education Special Nutrition Program provides a free, nutritious breakfast and lunch for these children, and the Community Connect Sites will provide a free, nutritious dinner. Most of the children served receive free or reduced meals during the School Year.

Analysis

Approval of this Agenda item aligns directly with City Council's vision for the City "to be a place where everyone thrives" and it contributes to the Strategic Outcome Area of Partnerships to help "magnify positive community outcomes." Children will receive nutritious breakfast, lunch and/or dinner, hopefully replacing a meal that did not exist or providing a healthier balanced option for them.

Financial Impact

The \$60,000 appropriation covers the cost of the food and administration of the Summer Food Service Program. The breakfast, lunches, and dinners are purchased through the City's School Food Service. The Parks and Recreation Department pays the bills to the City's Food Service and is then reimbursed by the Virginia Department of Education Special Nutrition Programs. This has no impact on the General Fund, as there is no local match required. The funds will be expensed and reimbursed to a Grants Fund.

Recommendation

City Staff recommends City adopt the attached Resolution approving and appropriating funds by City Council.

Recommended Motion (if Applicable)

"I make a Motion to adopt the attached Resolution appropriating funds for the Virginia Department of Education Special Nutrition Program- Summer Food Service Program in the amount up to \$60,000."

Attachments

1. Resolution Appropriating Funds For VDOE Special Nutrition Program Summer Food Service Program



RESOLUTION #R-__-__

RESOLUTION APPROPRIATING FUNDS FOR

Virginia Department of Education Special Nutrition Program

Summer Food Service Program

WHEREAS, the City of Charlottesville, through Parks and Recreation, has received approval for reimbursement up to \$60,000 from the Virginia Department of Education Special Nutrition Program to provide free breakfast and lunch to children attending summer camp programs; and

WHEREAS the grant award covers the period from period June 16, 2025 through October 31, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that by the Council of the City of Charlottesville, Virginia, which the sum of \$60,000, received from the Virginia Department of Education Special Nutrition Program, is hereby appropriated in the following manner:

Revenue – \$60,000

Fund: 209

Internal Order: 1900603

G/L Account: 430120

Expenditures - \$60,000

Fund: 209

Internal Order: 1900603

G/L Account: 530670

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$250,000 from the Virginia Department of Education Special Nutrition Program.

Date Adopted:

Certified:

Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution to Transfer Additional Funds for Electric School Buses in the amount of \$10,032 (1 of 2 readings)
Staff Contact(s):	Kristel Riddervold, Director of the Office of Sustainability, Tray Biasioli, Climate Program Specialist
Presenter:	Kristel Riddervold, Director of the Office of Sustainability
Date of Proposed Action:	August 18, 2025

Issue

In August 2024, City Council appropriated funding, anticipated in the sum of \$420,000, for rebates awarded to the City of Charlottesville by the US Environmental Protection Agency. The final rebate amount received was \$409,968 as the wheelchair lift component ended up costing less than the allowable rebate limit. The purchase order for the buses used the anticipated rebate amount. The City of Charlottesville's Office of Sustainability proposes for the Climate Initiative Fund to contribute \$10,032 to cover this funding gap in support of this project, given that piloting battery electric school buses is a climate initiative.

Background / Rule

In late May 2024, the City of Charlottesville was notified that its application for rebates was selected for \$420,000 in funding through the EPA's Clean School Bus (CSB) program, consisting of \$400,000 toward two electric school buses (ESBs) and \$20,000 toward a single wheelchair lift. This program was established as part of the 2021 Bipartisan Infrastructure Law and provides funding for replacement of diesel-fueled buses with no- or low-emission school buses. The acquisition of these ESBs directly supports the City's sustainability and climate goals.

Analysis

Climate Action is a strategic outcome area of the City's Strategic Plan and the Climate Action Plan is part of the City's Comprehensive Plan. Incorporation of ESBs into the Pupil Transportation fleet will advance climate action (it is called out in Chapter 6 of the Climate Action Plan), improve student and bus driver health through elimination of diesel tailpipe emissions, and provide students an opportunity to learn about clean transportation technologies.

Two ESBs were ordered in November 2024 with anticipated delivery in Fall 2025. One of the two buses is equipped with an ADA-compliant wheelchair lift, the cost of which was less than the automatically populated rebate request amount.

The charging infrastructure required to support these ESBs will be provided through the Dominion Energy Electric School Bus Charging Program. Dominion Energy is supporting the EPA Clean School Bus Program by offering charging solutions to help EPA funding recipients. These offerings include utility coordination, grid upgrades, construction, and charger installation. The buses are all electric and so can be used as portable batteries. When not in use, they can be tapped as an energy resource through vehicle-to-grid technology. When energy demands are high or if energy resources are intermittent, the batteries in electric school buses can be tapped to help stabilize the grid and meet customer demands. An extended battery warranty was required in order to participate in this program.

Financial Impact

There is no additional budgetary impact to the City. The funding contribution would come from the previously appropriated CIP Climate Initiative Funds.

Recommendation

Staff recommends City Council adopted the attached Resolution.

Recommended Motion (if Applicable)

"I move to adopt the attached Resolution allocating \$10,032 in Climate Initiative Funds to support Electric School Bus acquisition."

Attachments

1. EPA Rebate Funding Transfer Resolution

RESOLUTION

Appropriation of Climate Initiative Funds to Support Electric School Bus Acquisition in the amount of \$10,032

WHEREAS, the Council of the City of Charlottesville appropriated \$420,000 in anticipated rebates funding from the US Environmental Protection Agency (EPA) Clean School Bus Program on August 19, 2024; and

WHEREAS, two (2) Electric School Buses (ESBs) have been purchased with a combination of annual school bus acquisition funds and the anticipated funding from the rebates; and

WHEREAS, the maximum allowable rebate amount established by EPA to support inclusion of a wheelchair lift for one of the ESBs was \$20,000; and

WHEREAS, the actual cost of the wheelchair lift component was for the lesser amount of \$9,968 and therefore the rebate payment received was \$10,032 less than what was appropriated; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville that Climate Action Initiative Funds in the amount of \$10,032 are hereby transferred, in the following manner:

Revenues

\$10,032	Fund: 106	I/O: 2200076	G/L Account: 498426
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Expenditures

\$10,032	Fund: 106	I/O: 2200076	G/L Account: 599999
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Transfer

\$10,032	Fund: 426	I/O: 1000028	G/L Account: 561426
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Policy Briefing Summary

City Council



Regarding:	Resolution Appropriating Opioid Abatement Authority Cooperative Partnership Grant for Fiscal Year 2026 to OAR (Offender Aid and Restoration) for Expanded Specialty Docket Services - \$13,504.43 (1 of 2 readings)
Staff Contact(s):	Ashley Marshall, Deputy City Manager, Taylor Harvey-Ryan, Grants Program Manager
Presenter:	Susan Morrow, Offender Aid and Restoration, Ashley Marshall, Deputy City Manager
Date of Proposed Action:	August 18, 2025

Issue

The City of Charlottesville, on behalf of itself, Offender Aid and Restoration, Albemarle County, Fluvanna County, Orange County, Madison County, and Nelson County, has received a renewal of their Fiscal Year 2025 Opioid Abatement Authority Cooperative Partnership Grant for \$13,504.43 for the expansion of Peer Support and other services for the recovery court and specialty docket programs in the region. Offender Aid and Restoration (OAR) will operate the expansion program. The City of Charlottesville serves as the fiscal agent for the Opioid Abatement Authority Cooperative Partnership Grant, and therefore, this funding must be appropriated for use by the City Council.

Background / Rule

The 16th Judicial District of Virginia has a total of four Recovery Courts serving seven jurisdictions, as well as one Therapeutic Docket serving two jurisdictions. The jurisdictions served included the City of Charlottesville and the Counties of Albemarle, Fluvanna, Orange, Madison, and Nelson. Taken all together, the programs have the capacity to serve 160 individuals at any given time. All the programs are operated and administered by OAR/Jefferson Area Community Corrections (OAR). Recovery Courts are supervised 12-to-14-month programs combining drug treatment and criminal case processing that serve as an alternative to incarceration for offenders. The Therapeutic Docket is similar to a Recovery Court but focuses on mental health treatment. The programs use the power of the court to motivate offenders to achieve recovery through a collaborative system of intensive supervision, drug testing, substance abuse treatment, and/or mental health treatment, and regular court appearances.

Analysis

Specialty dockets support persons interacting with the legal or criminal justice system and directly affect communities by reducing recidivism among participants and graduates. Reduced recidivism results in reduced public costs associated with re-arrest and incarceration, a reduction in potential victims of crime, and overall enhanced quality of life for community residents. Not only are Specialty Dockets effective agents of change, but they are also an extremely cost-effective approach. Numerous meta-analyses have concluded that Specialty Dockets produce an average return on investment of \$2 to \$4 for every \$1 invested. Because of the above, ensuring that local Specialty Docket programs provide adequate services to foster participant success will help the community achieve its goals. The OAR Expanded Specialty Docket Services grant will improve the integration and coordination of all the specialty dockets operated by OAR and increase Peer Support services by embedding Peers in each of the programs.

To provide expanded services, the program will utilize funding carried over from Fiscal Year 2025, in addition to the newly awarded \$13,504.43.

Financial Impact

This is pass-through funding for the Expanded Specialty Docket provided by the Virginia Opioid Abatement Authority. It has no fiscal impact on the City of Charlottesville.

Recommendation

Staff recommends approval and appropriation.

Recommended Motion (if Applicable)

Attachments

1. RESOLUTION to Appropriate OAR OAA Funding for FY26



RESOLUTION #R-__-__

**Resolution Appropriating Opioid Abatement Authority Cooperative Partnership Grant
COOP540106-0A01 for Fiscal Year 2026 to OAR for Expanded Specialty Docket Services
\$13,504.43**

WHEREAS the Opioid Abatement Authority of Virginia awarded a Cooperative Partnership Grant for the Expansion of Specialty Docket Services in the amount of \$13,504.43 to the City of Charlottesville to fund expanded Specialty Docket services in Charlottesville, Albemarle, Nelson, Fluvanna, Orange, and Madison; and

WHEREAS the City of Charlottesville serves as the fiscal agent for this grant program; and

WHEREAS, the grant award covers July 1, 2025, through June 30, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$13,504.43, received as a grant from the Opioid Abatement Authority of Virginia and as matching funds from Nelson, Fluvanna, Orange, and Madison, is hereby appropriated in the following manner:

Revenues: \$13,504.43

Amount	Fund	Order	GL Code
\$13,504.43	214	1900574	440040 Legal Settlements

Expenditures: \$13,504.43

Amount	Fund	Order	GL Code
\$13,504.43	214	1900574	540369 Grant Pass-Thru

Date Introduced:

Date Adopted:

Certified: _____
Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution Appropriating Virginia Department of Social Services Temporary Aid to Needy Families Grant - \$69,312.67 (1 of 2 readings)
Staff Contact(s):	Chris Engel, Director of Economic Development, Jenny Biche
Presenter:	Jenny Biche
Date of Proposed Action:	August 18, 2025

Issue

Resolution to appropriate \$69,312.67 in VDSS TANF Grant funds to provide workforce development training and supportive services to individuals residing in the City of Charlottesville, Virginia ("City"), living at or below the two-hundred percent (200%) poverty line.

Background / Rule

The City has been awarded FY26 State VDSS TANF Grant funds to support the City's Office of Economic Development's ("OED") ongoing workforce development training programs.

Analysis

The attached Resolution authorizes the appropriation of Grant funds totaling \$69,312.67. Specifically, in FY26, these Grant funds will help support the GO Cook, GO CNA, and other workforce certification training for in-demand jobs and skills that will be developed during the Grant year. The GO Cook Program, which trains individuals in the culinary arts and prepares them for careers in local food and hospitality establishments, will be supported. GO Cook has been run twenty (20) times, resulting in over one-hundred (100) individuals being trained and assisted with job placement. GO CNA trains individuals to be certified nursing assistants. To date, one (1) cohort has been completed so far, resulting in eight (8) individuals being trained and assisted with job placement. In addition, Grant funds will also be used to support Career Essentials Workshops, a soft-skills training course for the unemployed and underemployed. The City's OED will work with PVCC and CATEC to develop additional GO Workforce Training Programs and initiatives throughout the Grant year designed to upskill residents and connect them to family-supporting jobs.

Financial Impact

The appropriated funds align with the FY26 City Budget and support Programs, without requiring additional City funds.

Recommendation

City OED Staff recommends City Council adopt the attached Resolution to ensure timely use of awarded Grant funds.

Recommended Motion (if Applicable)

"I move to adopt the Resolution appropriating \$69,312.67 in TANF Grant funding for FY26."

Attachments

1. Resolution Appropriating VDSS Grant Funds 08.18.2025 (1)

RESOLUTION #

**Appropriating Funds --- Virginia Department of Social Services
(VDDS) Temporary Aid to Needy Families (TANF) Grants
(\$69,312.67)**

WHEREAS, the City of Charlottesville, Virginia (“City”), has received a sixth (6th) renewal of Grant funds from the Virginia Department of Social Services (“VDSS”) in the amount of \$69,312.67; and

WHEREAS, said Grant funds will be used to support workforce and business development training programs, supportive services, and staffing provided by the City’s Office of Economic Development; and

WHEREAS, the Grant award covers the period from July 1, 2025, and June 30, 2026.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$69,312.67 is hereby appropriated in the following manner:

Revenue (\$69,312.67)

\$69,312.67 Fund: 209 IO: 1900606 G/L: 430120 (State/Fed pass through)

Expenditures (\$69,312.67)

\$69,312.67 Fund: 209 IO: 1900606 G/L: 530010 (Lump Sum); and

BE IT FURTHER RESOLVED that this appropriation is conditioned upon the receipt of \$69,312.67 from the VDDS.

Policy Briefing Summary

City Council



Regarding:	Resolution to appropriate funds from the Virginia Department of Housing and Community Development- Virginia Homeless Solutions Program in the amount of \$440,885 (1 of 2 readings)
Staff Contact(s):	Taylor Harvey-Ryan, Grants Program Manager
Presenter:	Taylor Harvey-Ryan, Grants Program Manager
Date of Proposed Action:	August 18, 2025

Issue

The City of Charlottesville has been awarded a grant in the amount of \$440,885 to support our Continuum of Care's homeless emergency crisis response system.

Background / Rule

The Office of Budget and Grants Management, in coordination with the Blue Ridge Area Coalition for the Homeless (B.R.A.C.H.), applied for and received a grant from the Virginia Department of Housing and Community Development (DHCD). The Virginia Homeless Solutions Program award is \$440,885 and funds are to be expended between July 1, 2025 and June 30, 2026.

Analysis

The City of Charlottesville has staff from the Office of Budget and Grants Management and the Department of Human Services serving on the B.R.A.C.H. Board of Directors. The Virginia Homeless Solutions Program (V.H.S.P.) is an important resource in our community's effort to end homelessness. Included in the amount of \$440,885 in state general funds, of which \$115,116 is for State Rapid-Rehousing.

The balance of the funds is split among the other eligible categories which provide service at various points along the local continuum of services:

1. Coordinated Assessment: The Haven serves as the physical front door to the homelessness system of care, using an evidence-based tool for determining priority access to available resources.
2. Emergency Low Barrier Shelter: P.A.C.E.M. provides low barrier shelter for adults using rotating local churches for support.
3. Rapid Re-housing: The Haven screens and administers rapid re-housing assistance, housing navigation, and case management services to households experiencing homelessness.
4. Targeted Prevention: The Haven administers the Targeted Prevention program, which assists households who are 14 days or less to entering homelessness either locate housing or maintain their current housing.
5. Homeless Management Information System (H.M.I.S.): B.R.A.C.H. ensures that data is entered into the H.M.I.S. system, which is a well-populated database for individuals experiencing homelessness. H.M.I.S. collaboration provides real-time monitoring of the needs and progress of individuals and households facing homelessness. Collaborative use of H.M.I.S. among B.R.A.C.H. Continuum of Care Service Providers expedites communication and reduces the need to interface disparate documentation systems.

6. CoC Planning (Coalition Coordination): B.R.A.C.H. provides leadership and coordination for the required local homelessness continuum of care.
7. Administration: The City of Charlottesville, as the award recipient, is eligible for an administrative fee. Staff proposes that we pass these funds through to B.R.A.C.H. (as we have done in prior years) in recognition of staff time spent processing checks and managing this grant process.

Financial Impact

There is no budgetary impact for the City of Charlottesville, as this grant consists of state funds from the Virginia Department of Housing and Community Development. The match requirement is made through previously appropriated City funds awarded to B.R.A.C.H.

Recommendation

Staff recommends the appropriation of \$440,885 from DHCD's VHSP.

Staff recommends City Manager execute the VHSP Grant Agreement and subsequent amendments as necessary and applicable for the administration of the VHSP grant.

Recommended Motion (if Applicable)

I move to adopt the resolution appropriating \$440,885 from the Virginia Department of Housing and Community Development's Virginia Homeless Solutions Program.

I move to approve the City Manager's authority to execute the VHSP Grant Agreement and subsequent amendments as applicable and necessary for the administration of the VHSP grant.

Attachments

1. VHSP FY26 Resolution
2. VHSP FY26 Grant Agreement

RESOLUTION

Appropriating Funding in the Amount of \$440,885 To Be Received from the Virginia Department of Housing and Community Development's Virginia Homeless Solutions Program

WHEREAS, The City of Charlottesville, through the Office of Budget and Grants Management has been notified that it will be awarded a grant from the Virginia Homeless Solutions Program (V.H.S.P.). of the Virginia Department of Housing and Community Development in the amount of \$440,885.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that upon receipt of the VHSP funding the Commonwealth of Virginia, said funding, anticipated in the sum of \$440,885, is hereby appropriated in the following manner:

Revenues

\$440,885	Fund 209	Order 1900611	G/L 430110 State Grant
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Expenditures

\$440,885	Fund 209	Order 1900611	G/L 530550 Contractual Services
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BE IT FUTHER RESOLVED that this appropriation is conditioned upon receipt of \$440,885 in funds from the Virginia Department of Housing and Community Development.

**GRANT AGREEMENT
VIRGINIA HOMELESS SOLUTIONS PROGRAM
Program Year 2025-2026**

26-VHSP-008

This Grant Agreement is made by and between the **Virginia Department of Housing and Community Development (“DHCD”)**, and **City of Charlottesville (“Grantee”)** for the period **July 1, 2025 to June 30, 2026** in the amount of **\$440,885**. Included in the amount is **\$440,885** in state general funds to be expended for outreach, emergency shelter operations, targeted prevention activities, rapid re-housing activities, centralized/coordinated entry, CoC planning, HMIS, and/or administration as indicated in the DHCD Continuum of Care (CoC) Year One Funding Request. Rapid re-housing activities are to be divided according to the chart below.

Rapid Re-housing	Allocation	Performance Period
State Rapid Re-housing	\$115,116	July 1, 2025 – June 30, 2026

The Grantee was identified as part of the community's emergency response system to homelessness in the 2024-2026 Homeless and Special Needs Housing (HSNH) Virginia Homeless Solutions Program (VHSP) application submitted by the lead agency (or designee) of the Continuum of Care (CoC) or Virginia Balance of State Local Planning Group (LPG). Activities funded through this grant will be provided at the Grantee location(s) identified in DHCD's Centralized Application Management System (CAMS).

DHCD administers the Commonwealth of Virginia's homeless services resources through the VHSP. The Grant is subject to the terms, guidelines and regulations set forth in the Homeless and Special Needs Housing 2024-2026 Guidelines document, any subsequent amendments, the CoC/LPG proposal as amended through negotiations with DHCD, the DHCD approved Grantee budget, HUD regulations 24 CFR Part 576, as amended, which are incorporated by reference as part of this Agreement, the laws of the Commonwealth of Virginia and federal law.

I. Scope of Services

The VHSP goals are to assist households experiencing homelessness to quickly regain stability in permanent housing and to prevent households from becoming homeless. This funding will support coordinated community-based activities that are designed to reduce the overall length of homelessness in the community, the number of households becoming homeless, and the overall rate of formerly homeless households returning to homelessness.

VHSP funds may be used for one or more of the following activities as detailed in the HSNH guidelines and must coincide with the year one request submitted by the CoC/LPG lead agency and approved by DHCD:

- Outreach
- Centralized or Coordinated Assessment/Entry System
- Targeted Prevention
- Emergency Shelter Operations
- Rapid Re-housing

- CoC Planning
- HMIS
- Administration

II. Conditions

A. Service Provision

The Grantee is responsible for coordination of VHSP activities with other CoC/LPG VHSP Grantees and mainstream resources. The Grantee must assure non-duplication of services with other VHSP Grantees.

B. Reimbursement

Funds are disbursed on a reimbursement basis. Grantees must submit remittances in DHCD's CAMS and be able to provide documentation that the work, services, or cost occurred within the grant period and the expenses were paid appropriately by the Grantee.

Grantees may elect to submit remittances on a monthly or bi-monthly basis. The option selected should be adhered to throughout the year. Supporting documentation must clearly indicate the period for which the reimbursement is requested.

Payment Period	Remittance Submission Timeframe
July 1-31, 2025	August 1-31, 2025
August 1-31, 2025	September 1-30, 2025
September 1-30, 2025	October 1-31, 2025
October 1-31, 2025	November 1-30, 2025
November 1-30, 2025	December 1-31, 2025
December 1-31, 2025	January 1-31, 2026
January 1-31, 2026	February 1-28, 2026
February 1-28, 2026	March 1-31, 2026
March 1-31, 2026	April 1-30, 2026
April 1-30, 2026	May 1-31, 2026
May 1-31, 2026	By June 5, 2026
June 1-30, 2026 (projection)	By June 5, 2026

C. Reporting

Grantees must submit reports as required by DHCD. Such reports may include, but are not limited to, outcomes and performance reports. Any required reports and their due dates will be announced by DHCD along with any relevant instruction. Submission of reports implies approval from the executive director and is considered final. DHCD reserves the right to withhold reimbursement payments if the Grantee fails to submit the reports.

Year-End Report

The Grantee must submit a year-end report no later than the Tenth day of July 2026.

D. Continuum of Care Participation

Grantees must actively participate in the Homeless Management Information System (HMIS) and regional Continuum of Care or Balance of State Local Planning Groups. In addition, Grantees must assure full participation in annual point-in-time and housing inventory counts.

E. Accounting

The Grantee must adhere to Generally Accepted Accounting Principles (GAAP). The Grantee shall establish and maintain separate accounts within its existing accounting system or set up accounts independently. The Grantee shall record in its accounting system all grant payments received pursuant to the grant and all other match funds provided for, accruing to, or otherwise received on account of the grant.

All costs charged to the grant shall be supported by properly executed payrolls, timesheets, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, contracts, vouchers, or other accounting documents pertaining in whole or in part to the grant shall be clearly identified, readily accessible, and separate and distinct from all other such documents. Such documents shall reside at the offices of the grantee.

F. DHCD Notification

Grantee must notify DHCD of any potentially illegal act, such as misuse of grant funds or fair housing violations, immediately upon knowledge of such act. In addition, Grantee must notify DHCD should any other local, federal or state agency uncover evidence of any potentially illegal act.

Grantee must notify DHCD if there is a change in agency management and/or fiscal personnel. Failure to do so will constitute a finding and may result in repayment of funds by the Grantee, the de-obligation of current funding and the preclusion of future funding.

G. Audit

All grantees, sub-grantees, CHDOs, sub-recipients, localities, developers, or any other organizations that receive funding during a program year and/or have projects in progress are required to submit financial statements to DHCD. Required statements are as followed: Financial Statement(s)**; Reviewed Financial Statement(s) prepared by an Independent Certified Public Accountant (CPA), Financial Statement(s) that have been audited by an Independent CPA or an audit required by the Code of Federal Regulations (CFR), (2 CFR 200 Subpart F), audited by an independent CPA. Please see the table below to determine which documents your organization is required to submit.

The threshold requirements outlined below are the minimal standards required by DHCD. We strongly encourage all organizations receiving funds from DHCD to undertake the highest level of financial management review to ensure practices and procedures are fully examined and evaluated.

Threshold Requirement	Document
Total annual expenditures <\$100,000 (Regardless of source)	Financial Statement(s) prepared by organization**

Total annual expenditure between \$100,001 and \$300,000 (Regardless of source)	Reviewed Financial Statement(s) prepared by an Independent Certified Public Accountant (CPA)
Total annual expenditures > \$300,000 (Regardless of source)	Financial Statement(s) that have been audited by an Independent CPA
Federal expenditures >\$750,000	2 CFR 200 Subpart F Audit – Audited by an Independent CPA

** Does not require preparation by a CPA

Required financial statements must be submitted yearly, within nine (9) months after the end of your fiscal year or 30 (thirty) days after it has been accepted (reviewed financial statement(s), audited financial statements, and 2 CFR 200 Subpart F audit only) - whichever comes first.

The full DHCD Audit Policy, including an explanation of the specific document requirements, can be found online at:

<https://www.dhcd.virginia.gov/sites/default/files/Docx/audit-policy/dhcd-audit-policy.pdf>

H. Suspension and Debarment

1. Non-Federal entities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, [2 CFR part 180](#). The regulations in [2 CFR part 180](#) restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.
- (a) Independent Public Accountants (IPAs) debarred from providing audit services for all recipients are prohibited from soliciting or entering into any new contracts for audit services with recipients for the duration of the specified period of debarment. Recipients shall not knowingly award contracts to, extend or modify existing contracts with, or solicit proposals from, such IPAs. Debarred IPAs also are prohibited from providing audit services to recipients as agents or representatives of other IPAs.
 - (b) IPAs debarred from providing audit services for one or more specific recipient(s) are prohibited from soliciting or entering into any new contracts for audit services with such recipient(s) for the duration of the period of debarment as determined pursuant to this part. The affected recipient(s) shall not knowingly award contracts to, extend or modify existing contracts with, or solicit proposals from, such IPAs. Debarred IPAs also are prohibited from providing audit services to the affected recipient(s) as agents or representatives of other IPAs, and are required to provide prior written notice to the debarring official before providing such services to other recipients. Debarred IPAs also must provide prior written notice of the debarment to any recipient for which the IPA provides audit

I. Compliance

Grantees with outstanding audit findings, IRS findings, DHCD monitoring findings or other compliance issues are not eligible to receive allocations. DHCD will

work with all interested parties toward the resolution of unresolved matters, where appropriate.

J. Maintenance of Records

Records shall be readily accessible to DHCD, appropriate state and federal agencies, and the general public during the course of the grant agreement and shall remain intact and accessible for five years thereafter. The exception is in the event that any litigation claim or audit is started before expiration of the five year period, the records shall be retained until such action is resolved.

K. Costs Incurred Prior To Grant Agreement Execution

No costs incurred prior to the start of the contract period shall be eligible for reimbursement with grant funds, unless incurred costs are authorized in writing by DHCD.

L. Expenditure Review

DHCD will monitor expenditure rates to ensure state resources are maximized. Failure to expend funds proportionately throughout the contract period may result in the de-obligation of funds. DHCD reserves the right to de-obligate funds at any time during the contract period and reallocate as deemed appropriate within the CoC/LPG or statewide based on compliance, performance, need, and available funding.

M. Termination, Suspension, Conditions

If through any cause, the Grantee fails to comply with the terms, conditions or requirements of the contract documents, DHCD may terminate or suspend this Agreement by giving written notice of the same and specifying the effective date of termination or suspension at least five (5) days prior to such action.

In the case of contract violation by the Grantee, DHCD may request that all or some of the grant funds be returned, even if the Grantee has already expended the funds. The Grantee agrees to return such funds as requested by DHCD within 30 days of the written request.

N. Subsequent Contracts

The Grantee shall remain fully obligated under the provisions of the Grant Agreement notwithstanding its designation of any subsequent or third parties for the undertaking of all or part of the activities for which the Grant assistance is being provided to the Grantee.

The Grantee agrees to ensure that any contractor or subcontractor who is not the Grantee shall comply with all the lawful requirements of the Grantee necessary to ensure that the project for which this assistance is being provided under this Agreement are carried out in accordance with the Grantee's Assurances and Certifications.

O. Default

A default is any unapproved use of grant funds. Upon due notice to the Grantee of the occurrence of any such default and the provision of a reasonable opportunity to respond, DHCD may take one or more of the following actions:

- (1) direct the Grantee to submit progress schedules for completing approved activities;
- (2) issue a letter of warning advising the Grantee of the default, establishing a date by which corrective actions must be completed and putting the Grantee on notice that more serious actions will be taken if the default is not corrected or is repeated;
- (3) direct the Grantee to suspend, discontinue or not incur costs for the affected activity;
- (4) require the Grantee to reimburse DHCD for costs inappropriately charged to the program;
- (5) other appropriate action including , but not limited to, any remedial action legally available, such as affirmative litigation seeking declaratory judgment, specific performance, damages, temporary or permanent injunctions and any other available remedies.

No delay or omissions by DHCD in exercising any right or remedy available to it under the Agreement shall impair any such right to remedy or constitute a waiver or acquiescence in any Grantee default.

P. Conflict of Interest

Grantees shall ensure that the provision of any type or amount of assistance may not be conditional on an individual's or family's acceptance or occupancy of housing owned by the grantee, the sub-grantee, a parent organization, or subsidiary. Grantees/sub-grantees, parent organizations, or subsidiaries may not administer rapid re-housing or prevention assistance and use the assistance for households residing in units owned by the grantee/sub-grantee, parent organization, or subsidiary.

Individuals (employees, agents, consultants, officers, or elected or appointed officials of the grantee or sub-grantee) may not both participate in decision-making related to determining eligibility and receive any financial benefit. This financial benefit may not be received by the specific individual, any member of his/her immediate family or a business interest. The restriction applies throughout tenure in the position and for a one-year period following tenure.

Q. Religious Influence

The Grantee may not engage in inherently religious activities, such as worship, religious instruction, or proselytization as part of the programs or services funded under VHSP. If an organization conducts these activities, then they must be offered separately, in time or location, from the programs or services funded under VHSP and participation must be voluntary for program participants.

III. Additional Assurances

- A. Grantee will give the DHCD, the Virginia State Comptroller, HUD and any other authorized state or federal representatives access to and the right to examine all records, books, papers, or documents related to the Grant.
- B. In accordance with federal law, grantee will provide that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin, in any phases of employment or in any phase of service delivery.

IV. Additional Certifications:

The Grantee certifies that it will comply with the following:

- (a) Freedom of Information Act (5 U.S.C 552) and Virginia Freedom of Information Act;
- (b) Virginia Fair Employment Contracting Act;
- (c) Fair Housing Act (42 U.S.C. 3601-20), and implementing measures under:
 - 24 CFR 100 (discriminatory conduct under Fair Housing Act);
 - Executive Order 11063 and regulations at 24 CFR 107 (preventing discrimination on basis of race, color, creed, or national origin);
 - 24 CFR Part 8 (prohibiting discrimination against handicapped individuals);
 - Title VIII of Civil Rights Act of 1968 as amended (prohibiting discrimination based on race, color, national origin, religion, sex, familial status [including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18], and disability)
- (e) Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and implementing regulations at:
 - 24 CFR 146 (nondiscrimination on basis of age in HUD programs);
 - Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);
- (f) 24 CFR 574.320 (Federal rent standards for rental assistance, requiring rents to be charged no greater than appropriate Fair Market Rent levels);
- (g) 24 CFR Part 35 (Federal lead-based paint provisions, requiring visual inspections and stabilization of paint before commencement of occupancy);
- (h) Adhere to Executive Orders 11625, 12432, and 12138, that Grantee must make efforts to encourage participation of minority and women-owned business enterprises in connection with funded activities;
 - Encourage participation of locally-owned enterprises in connection with funded activities;
- (i) McKinney-Vento Homeless Assistance Program Regulations;
- (j) Anti-lobbying Certification;

(k) Drug Free Workplace.

If requested by DHCD:

1. A Grantee that is a unit of local government agrees to assume the status of a responsible Federal official under the National Environmental Policy Act (NEPA) of 1969 and other provisions of Federal law as specified at 24 CFR 58 and 58.5 and agrees to comply with these NEPA regulations.
2. All Grantees that are not units of local government agree to assist DHCD in carrying out 24 CFR 58 and 58.5.

The Agreement is hereby executed by the parties on the date set forth below their respective signatures as follows:

Virginia Department of Housing and Community Development

Sandra Powell, Sr. Deputy Director

Date

City of Charlottesville

Signature

Name (printed or typed)

Title

Date

Policy Briefing Summary

City Council



Regarding:	Approval of Resolution Authorizing the Refund of Business License Tax and Business Tangible Personal Property Tax
Staff Contact(s):	Jason Vandever, City Treasurer, John Hunt, Chief Deputy City Attorney
Presenter:	Todd Divers, Commissioner of the Revenue
Date of Proposed Action:	August 18, 2025

Issue

Attached is a Resolution for the City Council of the City of Charlottesville, Virginia's ("City Council"), consideration to refund taxes paid in error by a City business.

Background / Rule

A business formerly situated in the City of Charlottesville, Virginia ("City"), ceased operations in the City on December 31, 2022, without notifying the City's Commissioner of the Revenue's ("COR") Office of its closure. The same business last filed and paid business license tax in tax year 2020 but continued to pay business tangible personal property tax through tax year 2024, necessitating the COR, in accordance with Sec. 14-14 of the Charlottesville City Code ("City Code"), to issue statutory business license tax assessments based on the best available information for tax years 2021, 2022, 2023, 2024, and 2025. These assessments were subsequently paid via bank lien on July 24, 2025.

After receiving the lien notification, the taxpayer provided the COR with notification and satisfactory evidence that it had ceased operations in the City at the end of 2022; thereby, requiring an exoneration and refund of the business license taxes paid in error, with interest (if any) in accordance with City Code Sec. 14-12 and § 58.1-3703.1 of the Code of Virginia, 1950, as amended.

Since the business continued to pay business tangible personal property tax through tax year 2024, those payments must also be refunded. However, State and local City Code do not require the payment of interest on these refund amounts.

Analysis

The total amount of tax paid in error is \$30,642.52. Business license tax paid in error amounts to \$30,143.65, and business tangible personal property tax paid in error amounts to \$480.87. It is the COR's determination that this amount should be refunded to the taxpayer. City Code Sec. 30-6(b) requires City Council approval for any tax refunds resulting from an erroneous assessment in excess of \$10,000.

Per City Code Sec. 30-6(b), the COR has provided to the Chief Deputy City Attorney information necessary to enable him to consent to the COR's determination that the tax paid by the taxpayer was erroneous and should therefore be refunded. The Chief Deputy City Attorney, COR, and City Treasurer have therefore approved the refund for presentment to City Council.

Financial Impact

The refund will reduce the current year's Business License Tax revenue (GL 410150) by \$30,642.52, plus an as yet to be determined amount of interest. The refund will reduce the current year's Business Tangible Personal Property Tax revenue (GL 400105) by \$480.87.

Recommendation

City Staff recommend City Council adopt the attached Resolution approving the above-described tax refund.

Recommended Motion (if Applicable)

"I move to adopt the attached Resolution authorizing a refund of \$30,642.52 to a taxpaying entity or business, for business license tax and business tangible personal property tax paid in error for 2023, 2024, and 2025."

Attachments

1. taxrefundresolution2025



RESOLUTION #R-__-__

RESOLUTION AUTHORIZING A REFUND OF \$30,642.52 TO A TAXPAYING ENTITY OR BUSINESS, FOR BUSINESS LICENSE TAX AND BUSINESS TANGIBLE PERSONAL PROPERTY TAX PAID IN ERROR FOR 2023, 2024, AND 2025

WHEREAS, the Commissioner of the Revenue for the City of Charlottesville, Virginia ("COR"), has determined that a taxpaying entity or business paid 2023, 2024, and 2025 Business License Tax and Business Tangible Personal Property Tax to the City of Charlottesville, Virginia ("City"), in error; and

WHEREAS, that taxpaying entity or business has requested a refund of the amount paid in error; and

WHEREAS, the COR has certified that a refund of taxes paid is due in the amount of \$30,642.52; and

WHEREAS, City Code Section 30-6(b) requires City Council approval for any tax refund exceeding \$10,000.00.

NOW THEREFORE, BE IT RESOLVED by the Council for the City of Charlottesville, Virginia, that it hereby approves and adopts this Resolution authorizing the City Treasurer to issue a refund of \$30,642.52 payable to that taxpaying entity or business.

Date Adopted:

Certified: _____
Clerk of Council



City Manager's Report

City Departments

8-18-2025

City Manager – Sam Sanders (he/him)

- August 5: I appreciated the opportunity to engage with the community during the National Night Out event held at Washington Park. I want to thank Charlottesville Police Department, Charlottesville Fire Department, Parks & Recreation, and all other City departments, offices and partners for making a great moment to focus on building community and working to end violence.
- August 6: I met with David Blount with the Thomas Jefferson Planning District Commission (TJPDC) to assist with planning the next legislative agenda for the City to be submitted to our state delegation. This is an important opportunity to partner with state leaders on matters that support our efforts on the local level. The agenda will be submitted in October.
- August 7: I met with the City Manager's Office (CMO) Intern, Stephen Kelly, who served with us for the summer. Stephen was hosted by the CMO and paid through the UVA Batten School's MPP Internship Program. Stephen completed his 400-hour requirement and has opted to continue working with the City in hopes of using his work to meet his required applied project requirement, which is necessary for graduation.
- August 8: I was joined by Mayor Wade and Councilor Snook to celebrate the return of the City's employee engagement initiative, Thrive! This is an opportunity for City staff to nominate peers who are modeling organizational excellence in their daily work. We will highlight their efforts quarterly and select annual winners to reflect the core values of the City at a special reception in their honor.
- I met with the Leadership Team of the Department of Social Services.
- I am proud to report that our recent round of credit assessments produced high marks again for the City. S&P Global issued a rating of AAA, while Moody's assigned an Aaa rating - no change, which is great news. These credit ratings provide the City low interest rates for our borrowing needs.
- The City of Charlottesville sold \$34.2M in general operating bonds to finance all or a portion of the costs to buy, construct, renovate, rehabilitate, improve, and equip certain capital improvement projects. The projects include transportation and access projects, public facility projects, public school projects, Parks and Recreation projects, and water, wastewater and stormwater projects.
- *Reminder: The Central Water Line Community Information Meeting will be held on September 16 from 5 to 6:30 PM at Carver Recreation Center.*

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

- Community Outreach Meetings: Deputy City Manager for Social Equity (DCM-SE) had a very exciting meeting with the Executive Director of Community Bikes, Kevin Winchell, on July 24 to discuss equitable transportation access and economic mobility opportunities through alignment between the City and Community Bikes. Community Bikes works closely with the Office of Social

Equity's Home to Hope team to provide access to transportation for many of their participants at no or very low charge.

- Public Health Meetings: On July 25, DCM-SE met with team members from UVA's Department of Psychiatry and Neurobehavioral Sciences at the Ridge Street Fire Station to discuss possible future collaborative work in concern with opioid-abatement harm reduction. The meeting also involved Deputy Chief Joe Phillips (Fire), and members of our Information Technology Team.
- Community Attention Youth Internship Program (CAYIP): DCM-SE was proud to be invited by the Department of Human Services to attend their CAYIP Graduation service on July 20. Mr. Sarad Davenport provided an outstanding keynote, and City Manager Sanders also spoke, along with Councilmember Michael Payne. Great job to the Human Services team led by Latara Ragland! Congratulations to the graduates!
- ANCHOR's 1st Anniversary: Congratulations to our ANCHOR Co-Responder team as they celebrated their first-year anniversary on August 7. A huge thank you to the team: Officer Tammy Spradlin, Officer Todd Lucas, Firefighter/EMT Jason Conrey, Firefighter/EMT Jaqui Paiva, and our Mental Health Experts Norman Dorise and Pamela Coburn! Special thank you to Human Services Director Misty Graves, Deputy Chief Joe Philips (Fire), Sgt. Eric Thomas, and Lt. Gregory Wade (CPD) for their administrative leadership, along with Captain Larry Jones, Chief Michael Kochis, and Fire Chief Michael Thomas for their support of the ANCHOR program.

Utilities – Director Lauren Hildebrand (she/her)

- The Charlottesville Department of Utilities prioritizes natural gas safety awareness in the community. Our Public Gas Safety Awareness Plan complies with, and exceeds, federally mandated regulations with its industry-leading operational procedures and award-winning outreach program. One of our central initiatives is preventing the damage of buried utility lines by reinforcing the requirement to contact Virginia 811 before digging. This initiative is promoted on a continuous basis in the community and includes opportunities to highlight its purpose with national safety campaigns, like National Safe Digging Day, also known as 811 Day. Occurring every August 11 (8/11), we promoted 811 Day through our August e-newsletter that was sent to over 14,000 Utilities customers, with a Community Conversations segment on NBC29, and via social media. We take pride in our commitment to public safety, and more information on Virginia 811 or Utilities' other gas safety messages, can be found at www.charlottesville.gov/gassafety

Human Services – Director Misty Graves (she/her)

- Community Attention Foster Families (CAFF) is actively searching for a diverse pool of families in and around the City of Charlottesville, Albemarle County, and surrounding communities to foster children in their homes. If you have considered opening your heart and home to a child or adolescent in need, please contact CAFF at 434-970-3735 to discuss this exciting and rewarding opportunity.
- Housing Navigation is a service provided by the Department of Human Services that assists City residents to access and secure, stable, and affordable housing. Housing Navigators tailor their approach so that each person may reach their fullest potential. This service includes:
 - Case management during the search for housing options.
 - Identifying housing leads based on income.
 - Potential assistance with covering application fees.
 - References to other partners for resources.
 - Housewarming basket for newly leased residents in the program.
 - Access to a free eight-week healthy living/budgeting class.
- For more information and/or assistance please email Roxanne Jones at jonesrm@charlottesville.gov or call the Community Resource Hotline at 1-833-524-2904.
- Interested in being a Site Partner with CAYIP? The summer program recently concluded, and the staff are gearing up for the fall session. With four school year sessions and one summer session, we welcome new site partners at any time of the year! There is no financial obligation for a site partner to participate in the program. Click on our Prospective Site Partner Form (<https://www.charlottesville.gov/FormCenter/Human-Services-23/Prospective-Site-Partner-Form-297>) to begin the process.

FY26 CITY MANAGER'S WORK PLAN

July 1, 2025 – June 30, 2026

Charlottesville

Commitment to Community Prosperity

ACTION ITEM	TARGET MEASURE	COMPLETION DATE	STATUS	RESOURCE ALLOCATION	NOTES
Operationalize accessibility priorities to demonstrate a citywide commitment to sustaining an ADA <i>Culture of Compliance</i>	Transition Plan Priorities Sidewalk Priorities List Dominion Pole Removal Project CAT Amenities Plan	Ongoing Dec 2025 Feb 2026 Jun 2026		City Manager's Office All Departments & Offices	ADA Transition Plan
Prioritize efforts to support civil rights and empowerment priorities that ensure prosperity for all	HR Ordinance Alignment PCOB operations reset Adult programming Anti-Violence Projects Assess Re-Entry Supports	Ongoing		Human Rights PCOB Human Services City Manager's Office City Attorney's Office	Community Violence Intervention/Interruption Fund
Establish high performance standards for social services and human services to ensure fair engagement for all	Define Quality Standards Achieve High Performance	Dec 2025 June 2026		Human Services Social Services City Manager's Office	
Deepen integration of Social Determinants of Health in local government operations	Project List Host Community Convenings Develop Health/Wellness Plan Produce community data sets	Quarterly		City Manager's Office	Utilize CHNA, Orange Dot Report, Community Well-Being Report, Weldon Cooper reporting
Explore community initiatives to resolve systemic pain and injury	Develop Priority List Host Community Convenings	June 2026		City Manager's Office	

Strategic Outcome: Economic Prosperity

ACTION ITEM	TARGET MEASURE	COMPLETION DATE	STATUS	RESOURCE ALLOCATION	NOTES
Focus on the alignment of additional work projects to support the implementation of the Zoning Ordinance	Implementation Work Plan Short Term Rental Management Program Environmental & Regulatory Studies	Jul 2025 Oct 2025 Dec 2025 Jan 2026		NDS City Manager's Office City Attorney's Office	Vision Plans for 10 th & Page & Rose Hill
Leverage the financial outcomes of low wealth residents to create economic mobility & opportunity	Integrate ICMA E&O Officer Pursue model programming Launch three initiatives	Oct 2025 Dec 2025 Feb 2026		Emergency Management City Manager's Office	Economic Mobility & Opportunity Officer (ICMA)

(as of July 1, 2025)

Develop a robust employment opportunity initiative using city's Downtown Job Center	Downtown Job Center Assessment Program Enhancements List Create Economic Mobility Plan	Dec 2025 Feb 2026 Apr 2026		City Manager's Office Human Services Social Services	Economic Mobility & Opportunity Officer (ICMA)
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Strategic Outcome: Climate Action

ACTION ITEM	TARGET MEASURE	COMPLETION DATE	STATUS	RESOURCE ALLOCATION	NOTES
Continue environmental sustainability projects using plastic bag tax revenue	Complete annual project list	June 2026		Sustainability Office	
Maintain robust Climate Action planning with citywide work plan	Year End Report Annual Plan Collection of citywide lists	July 2025 July 2026 Dec 2025		Sustainability Office All Departments & Offices	
Sustain commitment to decarbonizing the Gas Utility	Implement Decarb Priorities	Quarterly		City Manager's Office Utilities Sustainability Office	Carbon Offsets Connection Fees Sustainability Contributions
Integrate EV buses into transit fleet	Complete EV infrastructure Deploy 2 EV buses	Dec 2025 Jun 2026		Sustainability Office CAT NDS	Integrate 2 additional EV buses if grant awarded

Strategic Outcome: Education

ACTION ITEM	TARGET MEASURE	COMPLETION DATE	STATUS	RESOURCE ALLOCATION	NOTES
Operationalize a comprehensive schools investment strategy to define operational, development, interior maintenance, groundskeeping, and enrichment programming and codify by agreement for annual planning	Sustainability Work Plan Facilities Work Plan Groundskeeping Schedule Enrichment Program List Revised Funding Formula Long Term Facilities Plan	Ongoing		City Manager's Office Public Works Human Services Parks & Recreation City Attorney's Office Budget/Grants Management	

Strategic Outcome: Housing

ACTION ITEM	TARGET MEASURE	COMPLETION DATE	STATUS	RESOURCE ALLOCATION	NOTES
Explore and initiate a series of consistent homeless intervention strategies	Low Barrier Shelter Ops Plan COC Capacity Enhancements Outreach Services Strategy Long-Term Management Plan	TBD Jul 2025 Sep 2025 Oct 2025		City Manager's Office Human Services Social Services	

(as of July 1, 2025)

Continue the implementation of the Affordable Housing Plan with focus on underperforming categories	Assess 30% AMI impacts Initiate a Tracking Report HEAT Program Deployments	Oct 2025 Dec 2025 Mar 2026		NDS City Manager's Office	CSRAP Program Update Land Bank Ordinance Tax Abatement Program
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Strategic Outcome: Organizational Excellence

ACTION ITEM	TARGET MEASURE	COMPLETION DATE	STATUS	RESOURCE ALLOCATION	NOTES
Recruit highly qualified candidates to fill critical positions to support organizational excellence	Sr. Budget Analyst Deputy City Attorney (2) Deputy Parks Director (1)	Ongoing		City Manager's Office Human Resources	
Continue to modernize approach to human resource management and systems	Define Meet & Confer Process Labor Relations Engagement Hard to Fill Analysis Update Evaluation Program	Sep 2025 Quarterly Dec 2025 Jan 2026		Human Resources	
Develop and deploy communications & public engagement priorities to consistently prioritize transparency for public access to the local government	Internal Plan External Plan Completed Projects List	Oct 2024 Dec 2025 Mar 2026		Communications & Public Engagement City Manager's Office Clerk of Council Information Technology	CM Budget Forums Report to the Community Produce Media Center content Expanded Work Session Series
Enhance budget office focus to include workflow management to support annual citywide budgeting	Integrate grants workflow Strengthen office capacity Produce FY26 Budget	Jul 2025 Dec 2025 Apr 2026		Budget & Grants Management	
Improve capital improvement planning process and procedures	Progress Report Meetings CIP Management Procedures	Oct 2025 Jan 2026		City Manager's Office Information Technology	
Produce informative assessments to support strategic planning to implement council's vision with reliable implementation strategies	Survey Result Priority List Strategic Planning	Sep 2025 Jun 2026		City Manager's Office Information Technology	Closeout FY24-FY26 Plan Produce FY27-FY31 Plan
Prioritize highly effective finance department of internal services to achieve organizational excellence	Implement recommendations Migrate to new ERM system Onboard new City Assessor	Ongoing Aug 2025 Jul 2025		Finance Assessor's Office	
Invest in the stabilization of the City Attorney's Office with consistent legal representation and consultation	Internal Policy Updates (12) Deploy records management strategy Complete hiring plan	Monthly Dec 2025 Jan 2026		City Attorney's Office City Manager's Office	
Maintain focus on the development and sustainment of a high functioning City Manager's Office with broad organizational capacity	Reimagining CMO & workflow Conduct/implement internal service assessments	Oct 2025		City Manager's Office	

(as of July 1, 2025)

Prioritize Council-Manager contacts to support cooperation and decision making	Retreats (2) Policy Priorities Boards & Commissions Liaison			City Manager,'s Office City Attorney's Office Clerk of Council	Legislative Agenda Strategic Retreat Organizing Retreat
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Strategic Outcome: Partnerships

ACTION ITEM	TARGET MEASURE	COMPLETION DATE	STATUS	RESOURCE ALLOCATION	NOTES
Prioritize mutually beneficial regional agreements	Mutual Aid Agreements Regional Leader Convenings Town & Gown Engagements	Annually Quarterly Quarterly		City Manager's Office City Attorney's Office Police Fire	
Pursue Accountability Measures in community investment activities	Implement metrics in funding allocations per FY budget Maintain city grants inventory	July 2025 Mar 2026 Jun 2026		Human Services Budget & Grants Management	
Continue management of ARPA funding to until program expires	Performance Audit Reports to US Treasury	Dec 2025 Quarterly		Finance	
Maintain collaborative relationships to sustain high quality of life for all	Quality of Life Investments Signature Partnerships	Quarterly Spring 2026		City Manager's Office	Quality of Life Fund
Establish a collaborative liaison relationship with city boards & commissions and council appointees	Produce City Service Handbook Create B&C Bylaws Repository	Dec 2025 June 2026		City Manager's Office Clerk of Council	

Strategic Outcome: Public Safety

ACTION ITEM	TARGET MEASURE	COMPLETION DATE	STATUS	RESOURCE ALLOCATION	NOTES
Sustain a committed approach to public engagement prioritizing Community Safety & Support to build community trust	Community Walks Community Academy Gun Buyback Program Police Explorer Program Youth Liaison Group	Monthly Annually Jan 2025 TBD TBD		City Manager's Office Police Human Services	
Strengthen citywide emergency management framework	Onboard Coordinator Comprehensive Work Plan Tabletop Exercises & Drills	Aug 2025 Dec 2025 June 2026		Emergency Management Fire Police Chief	
Support and facilitate critical Infrastructure Improvements	Street acceptance agreements Community Impact Projects Deploy OpenGov Asset Mgmt	Dec 2025 Continuous Jan 2026		Public Works Utilities City Manager's Office City Attorney's Office	Central Water Line Schenks Branch
Maintain prioritization of mental health and substance abuse interventions	Opioid Abatement Plan Public Health Strategies Marcus Alert Implementation	Continuous		City Manager's Office Human Services Social Services	

(as of July 1, 2025)

	Anchor Enhancements			Police Chief	
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Strategic Outcome: Recreation, Arts, Culture

ACTION ITEM	TARGET MEASURE	COMPLETION DATE	STATUS	RESOURCE ALLOCATION	NOTES
Prioritize Downtown Mall Investments to preserve the city's primary quality of life amenity	Lighting Improvements Management of Fountains Dedication of Mall Manager Increased maintenance plan	0426 1025 0725 Ongoing		City Manager's Office NDS Public Work Economic Development Parks & Recreation	
Demonstrate commitment to the implementation of the Parks & Recreation Master Plan	Complete Priority Projects Complete Parks Equity Plans	0325		Parks & Recreation	Equity Plans: Market Street, Court Square, Tonsler Park, Washington Park
Develop and manage a citywide public art program to capture the creative attractiveness within the city	Standard Operating Policy Public Art Program Ordinance	1124		City Manager,'s Office NDS Public Works City Attorney's Office	

Strategic Outcome: Transportation

ACTION ITEM	TARGET MEASURE	COMPLETION DATE	STATUS	RESOURCE ALLOCATION	NOTES
Maintain commitment to individual development to achieve sustained performance w/VDOT Portfolio	Combine Project Mgmt Team Complete Portfolio Assessment Realign Portfolio w/VDOT	0724 1024 1124		City Manager's Office Public Works	
Implement enhancements to reliability, frequency, and ridership with climate innovation	Set FY27 Budget Priorities Integrate System Enhancements	0126 Quarterly 0425		CAT NDS	
Complete priority transportation initiatives to demonstrate commitment to accessibility and public safety	Complete assembled lists	Quarterly 0626		Public Works NDS CAT	Safe Routes to Schools Urgent Infrastructure Sidewalk Priorities Transit Amenities

The City Manager's responsibility is to ensure that every effort possible is focused on implementing **Council's Vision for Charlottesville: *To be a place where everyone thrives.*** This work plan is first centered on Council's *Commitment to Community Prosperity* with a set of actionable items categorized by the Strategic Outcome Areas adopted by Council in September 2023 for the City of Charlottesville Strategic Plan (FY2024-FY2026).

TIER ONE: *Housing, Education, and Transportation*

TIER TWO: *Climate Action, Organizational Excellence, and Public Safety*

(as of July 1, 2025)

Policy Briefing Summary

City Council



Regarding:	Public Hearing and Resolution for the Consolidated Annual Performance and Evaluation Report (CAPER) for the Program Year 2024-25 Community Development Block Grants and HOME Investment Partnerships Programs (1 of 2 readings)
Staff Contact(s):	Anthony Warn, Grants Analyst, Taylor Harvey-Ryan, Grants Program Manager
Presenter:	Anthony Warn, Grants Analyst
Date of Proposed Action:	August 18, 2025

Issue

HUD guidelines require localities participating in programs funded by the U.S. Department of Housing & Urban Development (“HUD”) to report on their annual accomplishments at the end of each program year by submitting a locally approved Consolidated Annual Performance and Evaluation Report (“CAPER”) after the conclusion of each program year.

Background / Rule

The City of Charlottesville (“City”) is an Entitlement Community (“EC”) participating in HUD’s Community Development Block Grants (“CDBG”). The City is also a member of the Thomas Jefferson HOME Consortium (“TJHC”) in partnership with the counties of Albemarle, Fluvanna, Greene, Louisa and Nelson, and through the Consortium shares in the benefits of participation in HUD’s HOME Program. Each year, city staff and staff from the Thomas Jefferson Planning District Commission (“TJPDC”) collaborate to prepare the CAPER.

Analysis

During the 2024-25 program year (“PY24”), the City awarded CDBG funds to six (6) Charlottesville-based nonprofits and one (1) Regional Housing Authority in support of nine (9) community-development activities focused on economic development, public facilities & infrastructure, affordable housing and public services. Similarly, through its participation in the THJC consortium, the City awarded HOME funds to two (2) local nonprofits to support the development of affordable housing opportunities for income-eligible city residents.

As per HUD regulations, the draft 2024-25 CAPER must be made available for public review and comment and will be available for public comment from August 11 through September 1, 2025, online at <https://tjpd.org/public-comment-draft-caper-py24/> or by contacting Laurie Jean Talun, LJTalun@tjpd.org (434-422-4080), and/or Anthony Warn, warna@charlottesville.gov (434-906-2582).

Financial Impact

Review and approval of the CAPER does not involve the appropriation of funds from the city’s General Fund. As such, no adverse impacts to the City’s budget are anticipated. Rather, approval of the CAPER is an important step in ensuring the City’s continued ability to participate in the CDBG and HOME programs and, by extension, the ability of the TJHC members to participate in the HOME program as well.

Recommendation

Based on the demonstrated benefits to the Charlottesville community and to the communities of TJHC members, staff recommends that Council approve the 2024-25 CAPER as presented here before Council.

Recommended Motion (if Applicable)

"I move approval of the RESOLUTION to approve the Consolidated Annual Performance and Evaluation Report ("CAPER") for program year 2024-25 (PY24)."

Attachments

1. CAPER 2024-25 Resolution to Approve (City Council)
2. CAPER PY24 Public Notice and Public Comment Period WEB
3. CAPER 2024-25 Draft Available for Public Comment WEBrev

RESOLUTION TO APPROVE

Resolution to Approve the Consolidated Annual Performance and Evaluation Report (CAPER) for the Program Year 2024-25 Community Development Block Grants and HOME Investment Partnerships Programs

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

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

WHEREAS City Council approved a 5-Year Consolidated Plan covering program years 2023-2027 at a public hearing held on May 1, 2023 (#R-23-065) and the associated 1-Year Annual Action Plan (“AAP”) for program year 2024-25 at a public hearing on June 3, 2024 (#R-24-060); and

WHEREAS HUD requires all localities receiving HUD funds to report on their annual accomplishments at the end of each program year through the CAPER;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Charlottesville, Virginia, hereby approves the city’s Program Year 2024-25 CAPER report, as presented here before us.

Date Introduced: _____, 2025

Date Adopted: _____, 2025

Certified: _____

Clerk of Council

City of Charlottesville

To be a Place Where Everyone Thrives

Office of Budget & Grants Management



LEGAL NOTICE OF PUBLIC COMMENT PERIOD AND PUBLIC HEARINGS BEFORE THE CHARLOTTESVILLE CITY COUNCIL

The City of Charlottesville and the Thomas Jefferson Planning District Commission (TJPDC) invite all interested citizens to comment on the Draft 2024-25 Consolidated Annual Performance and Evaluation Report (CAPER) for the City of Charlottesville & Thomas Jefferson HOME Consortium Community Development Block Grant (CDBG) & HOME Programs.

Public Hearings

The CAPER describes how the participating jurisdictions used funding from the U.S. Department of Housing & Urban Development (HUD) to support low-income affordable housing and community development programs from July 1, 2024, through June 30, 2025, and will be presented before City Council on:

Monday, August 18, 2025, at 6:30pm, and
Tuesday, September 2, 2025, at 6:30pm
City Council Chambers
City Hall, 605 East Main Street, Charlottesville, VA 22902

Materials related to this proposal and will be available to the public for review prior to the scheduled hearings at <https://www.charlottesville.gov/1077/Agendas-Minutes>.

15-Day Public Comment Period

The draft CAPER will be available for public comment online at <https://tjpd.org/public-comment-draft-caper-py24/> or by contacting Laurie Jean Talun at (434) 422-4080 and/or Anthony Warn at (434) 906-2582 from August 11 through September 1, 2025.

Requests for Accessibility Assistance

The City of Charlottesville & TJPDC value the participation of all members of our community. Individuals who require assistance or special arrangements to participate in any public meeting may contact the city's ADA Coordinator at (434) 987-1267 or may submit a request via email to ada@charlottesville.gov. The City of Charlottesville requests that you provide a 48-hour notice so that appropriate arrangements can be made.

Staff Contacts

Members of the community can learn more by contacting Anthony Warn, Grants Analyst for the City of Charlottesville, at warna@charlottesville.gov and/or Laurie Jean Talun, TJPDC Regional Program Manager, at ljtalun@tjpd.org.



Draft CAPER 2024-25

As per HUD regulations,
the draft 2024-25 CAPER
must be made available for public
review and comment and will be
available for public comment online at

<https://tjpd.org/public-comment-draft-caper-py24/>

or by contacting Laurie Jean Talun at
(434) 422-4080 and/or
Anthony Warn at (434) 906-2582
from August 11 through
September 1, 2025.

Policy Briefing Summary

City Council



Regarding:	Resolution to Identify a Final Preferred Design Alternative for the Avon Street Streetscape Project
Staff Contact(s):	Ben Chambers, Transportation Planning Manager
Presenter:	Ben Chambers, Transportation Planning Manager
Date of Proposed Action:	August 18, 2025

Issue

The Virginia Department of Transportation ("VDOT") is managing the construction of multimodal improvements on Avon Street and is requesting City Council's support for a preferred design alternative, approval of the removal of on-street parking spaces, and the acceptance of ownership of a proposed pedestrian bridge over Moore's Creek.

Background / Rule

In 2023, the Charlottesville Albemarle Metropolitan Planning Organization submitted a SMART SCALE application to apply for high-priority network improvement funds for multimodal improvements on Avon Street between Druid Avenue in the City and Avon Court in Albemarle County, Virginia. Awarded funds for design and construction are being managed by VDOT. VDOT has proceeded with initial design and preliminary engineering work, developing two (2) alternative designs. VDOT Staff held a Citizen's Information Meeting in May 2025 to review the two (2) alternative designs and provide feedback.

Given the feedback and anticipated costs and Project impact, VDOT and City Staff are recommending that City Council adopt Alternative "B," which would provide a shared-use path throughout the length of the Project area, as the preferred alternative. VDOT also seeks City Council's acceptance of the loss of on-street parking and of ownership of the proposed pedestrian bridge over Moore's Creek as part of adoption of the preferred alternative.

Analysis

The initial design for the multimodal improvements on Avon Street included sidewalks along the western side of the road and unprotected bike lanes in each direction. This design is referred to as Alternative "A." Concerned with the escalating cost estimates occurring on projects across the Commonwealth, VDOT identified the potential for budget overruns associated with the conceptual design of Alternative "A," which would require additional right-of-way and the construction of retaining walls for the new sidewalk. VDOT recommended the development of an alternative with fewer grade and right-of-way impacts, resulting in the creation of a design which only has a shared-use path on the east side of Avon Street, which became Alternative "B."

Both alternatives would result in the reduction of on-street parking spaces, removing thirty-three (33) spaces, mostly on the east side of the road between Druid Avenue and Belmont Cottage Road. All the homes facing Avon Street in this section have off-street parking and limited use of existing on-street parking (particularly north of Palatine Avenue). In both alternatives, the removal of on-street parking is used to minimize impacts to right-of-way and private property.

The original conceptual design for the Project did review the possibility of placing the shared-use path on the existing roadway bridge, but VDOT's Central Office Bridge Division Staff concluded that the

existing structure would not support the additional concrete pathway, and an additional pedestrian bridge structure was found to be necessary. VDOT recommends that the City take ownership of the pedestrian bridge. This will allow VDOT to build a bridge that is more aligned with City standards and contain cost impacts that might be associated with VDOT standards for pedestrian bridges, which are more similar to those used for bridges accommodating vehicular traffic. VDOT will work through questions about handing over right-of-way and bridge ownership with Public Works over the next two (2) to three (3) years as engineering and construction work proceed and will develop maintenance plans with Public Works during that timeframe as well. During the VDOT management of the Project through construction, VDOT will lead the process of securing necessary right-of-way easements and coordinate with DPW and the City Attorney's Office as needed.

Alternative "B" has fewer impacts to right-of-way and private property than Alternative "A," but also shrinks the available roadway travel surface. This design follows direction from City Staff to reduce travel design speeds on entrance corridors into the City, and will help mitigate speeding concerns present in the corridor today.

Financial Impact

The initial conceptual design for the Avon Street Multimodal Project included a cost estimate of \$15.8 million. This conceptual design was further developed as Alternative "A," and has an estimated total cost of \$16.0 million. Due to this growing financial concern, VDOT began developing a lower-cost option, which became Alternative "B," and has an estimated total cost of \$13.0 million.

This is a VDOT funded project and no City funds are anticipated to be needed.

Recommendation

City Staff supports VDOT's recommendation that City Council adopt the attached Resolution identifying Alternative "B" as its preferred alternative. Staff also recommends that, by Resolution, City Council approve the loss of the on-street parking spaces in this Project area, and accept the ownership of the proposed pedestrian bridge.

Recommended Motion (if Applicable)

"I make a Motion to adopt the attached Resolution identifying Alternative "B" as City Council's preferred alternative to the Avon Street Streetscape Project, approve the loss of the on-street parking spaces in the Project area, and accept the ownership of the proposed pedestrian bridge."

Attachments

1. Avon Street Multimodal Improvements
2. RESOLUTION OF SUPPORT FOR UPC 124020 (2)



Avon Street Multimodal Improvements VDOT UPC 124020

August 2025

An aerial photograph of a city, likely in the Northeast, showing a mix of urban development. In the foreground, a train is visible on tracks. The middle ground features several large, multi-story buildings, some with flat roofs and others with more traditional pitched roofs. The background shows a dense residential area with many smaller houses and trees with autumn foliage. The word "Agenda" is overlaid in a large, dark blue font.

Agenda

1. Project Background
2. Public Engagement
3. VDOT Recommendations and Resolution

Project Background

- Project to improve pedestrian and bicycle connectivity at the City/County boundary on Avon Street was submitted as a SMART SCALE project by the Charlottesville-Albemarle MPO in 2023
- Originally identified in the City's Bicycle and Pedestrian Master Plan in 2015
- Ultimately aimed at improving safe pedestrian and bicycle access in the City and connections to the growing shared use path system on Avon Street in the County, with links to surrounding trail system
- Also an opportunity to address high travel speeds in an entrance corridor

Project Background

- Initial design included new sidewalk on the west side of Avon between Moore's Creek and Druid Avenue and unprotected bike lanes
- Crossings and a new pedestrian bridge facilitate connections to a new shared use path south of Moore's Creek
- This initial design became the basis for **Alternative A**



Project Background

- The anticipated cost associated with retaining walls and limited utility of the new sidewalk led to the development of a different design, which replaced the new sidewalk and unprotected bike lanes with a single shared use path, traversing the entire east side of the project
- This design became Alternative B



Project Background

- Similar project impacts for Alternatives A and B:
 - Improved bike and pedestrian connections
 - Loss of on-street parking (33 on-street spots, most of them between Belmont Cottages and Druid)
 - New pedestrian bridge over Moore's Creek
 - Same construction timeline: Spring 2028 through Spring 2029
- Different project impacts for Alternatives A and B:
 - Alternative B will have lower costs due to lessened need for additional right-of-way and retaining walls
 - Alternative B is designed with slower traffic design speeds and can be signed as a 25 mph entrance corridor

Public Engagement

- VDOT held a Citizen Information Meeting on May 8, 2025 at Monticello High School
- 27 community members attended
- Top concerns were associated with:
 - Loss of parking
 - Speeding
 - Intersection safety and sight lines
 - Pedestrian Crossings
- Out of the options (Alternatives A and B and “No Build”), Alternative B was the preferred alternative

VDOT Recommendations

- Based on design analysis and public feedback, VDOT recommends that City Council pass a resolution of support for selecting Alternative B as the preferred design option
- The resolution of support should acknowledge and approve of the loss of on-street parking
- The resolution should accept the City ownership of the proposed pedestrian bridge

Thank You





RESOLUTION #R-__-__

Supporting Alternative B for UPC 124020 (Avon Street Multi Modal Improvements Project)

WHEREAS, in 2023, a project to improve pedestrian and bicycle connectivity at the City/County boundary on Avon Street was submitted as a SMART SCALE project by the Charlottesville-Albemarle (“Project”); and

WHEREAS, the Project’s initial design, which became the basis for Alternative A, included a new sidewalk on the west side of Avon between Moore’s Creek and Druid Avenue, unprotected bike lanes, and crossings and a new pedestrian bridge to facilitate connections to a new shared path south of Moore’s Creek;

WHEREAS, the anticipated cost associated with retaining walls and limited utility of the new sidewalk lead to the development of a different design, known as Alternative B, which replaced the new sidewalk and unprotected bike lanes with a single shared use path, transversing the entire east side of the Project; and

WHEREAS, a Citizen Information Meeting (“CIM”) was held on May 8, 2025, at Monticello High School; and

WHEREAS, twenty-seven (27) community members attended the CIM and their top concerns where: loss of parking; speeding; intersection safety and sight lines; and pedestrian crossings; and

WHEREAS, out of the Project’s three options (Alternatives A and B and a “No Build” Alternative), Alternative B was the preferred alternative; and

WHEREAS, based on design analysis and public feedback, the Virginia Department of Transportation (“VDOT”) recommends City Council adopt a Resolution of Support for selecting Alternative B as the Project’s preferred design option; and

WHEREAS, additionally, VDOT recommends City Council, in its Resolution of Support, acknowledge and approve the loss of on-site street parking and accept ownership of the proposed pedestrian bridge caused/created by the Project improvements in Alternative B.

NOW, THEREFORE, BE IT RESOLVED, that the City of Charlottesville Council hereby respectfully approves moving forward with Alternative B for the Project; and

BE IT FURTHER RESOLVED that City Council acknowledges and approves the Project’s loss of parking as detailed in the CIM transcript from the CIM on May 8, 2024; and

BE IT FINALLY RESOLVED that City Council acknowledges that the City takes full ownership of the proposed bridge over Moore's Creek.

Date Adopted:

Certified: _____
Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution Authorizing Revenue Bond Financing on Behalf of the Alumni Association of the University of Virginia
Staff Contact(s):	John Hunt, Chief Deputy City Attorney, Chris Engel, Director of Economic Development
Presenter:	Chris Engel, Director of Economic Development
Date of Proposed Action:	August 18, 2025

Issue

The Alumni Association of the University of Virginia ("UVA"), a Virginia nonstock corporation, whose principal place of business is 211 Emmet Street South, Charlottesville, Virginia 22903, has requested that the Economic Development Authority of the City of Charlottesville, Virginia ("Authority"), issue up to \$50,000,000 of the Authority's revenue bonds, to support the demolition and removal of the existing structure and fixtures of Alumni Hall, and the design, engineering, constructing, and equipping of a replacement Alumni Hall at the same location.

Background / Rule

The Authority is authorized under the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2 of the Code of Virginia, 1950, as amended, to issue its revenue bonds to finance and refinance the acquisition, construction, and equipping of facilities for use by organizations that are exempt from taxation pursuant to Section 501(c)(3) of the Internal Revenue Code.

While the Authority will actually authorize the issuance of the proposed bonds, federal and state codes provide that the highest elected governmental unit of the locality having jurisdiction over the issuer of private activity bonds and over the area in which any facility financed with the proceeds of private activity bonds is located must approve the issuance of the bonds.

Analysis

There are no Authority funds involved. The Authority is acting as a conduit to confer tax-exempt status on the bonds. There are no City funds involved, and the City's ability to issue its own bonds is not impacted by this transaction. In addition, there is no liability to either the Authority or the City as a result of the proposed transaction. The documents associated with the proposed transaction have been thoroughly reviewed by borrower's counsel, bond counsel, lender's counsel, and Authority counsel and are deemed to be in compliance with federal and state requirements related to the issuance of tax-exempt bonds.

A duly noticed Public Hearing was held by the Authority on August 12, 2025, with respect to the proposed tax-exempt bond issuance.

The funding will allow an enhanced location for UVA alumni and student engagement, as well as new meeting and event space for the community. The Facility also employs sixty-two (62) Staff and is currently expected to increase employment by three (3) full-time positions in conjunction with the completion of the Project. The average annual salary of employees is currently \$85,000.

Financial Impact

This Resolution has no budgetary impact. The City is not obligated to pay any costs associated with this issue; nor, will it affect the City's taxing power, or its ability to issue its own bonds.

Recommendation

Staff recommends adoption of the attached Resolution.

Recommended Motion (if Applicable)

"I make a Motion to adopt the attached Resolution supporting the utilization of the Authority's revenue bonds for the demolition and removal of the existing structure and fixtures of UVA's Alumni Hall, and the design, engineering, constructing, and equipping of a replacement Alumni Hall at the same location."

Attachments

1. UVAAA - TEFRA Package-203553726-v4

August 12, 2025

City Council of the City of Charlottesville, Virginia
605 E Main Street
2nd Floor
Charlottesville, Virginia

**Economic Development Authority of the City of Charlottesville, Virginia
Approval of Proposed Revenue Bond Financing
for Alumni Association of the University of Virginia**

Alumni Association of the University of Virginia, a Virginia nonstock corporation (the "Organization"), whose principal place of business is 211 Emmet St S, Charlottesville, Virginia 22903, has requested that the Economic Development Authority of the City of Charlottesville, Virginia (the "Authority") issue up to \$50,000,000 of the Authority's revenue bonds, in one or more series at one time or from time to time (the "Bonds").

The Authority will loan the proceeds of the Bonds to the Organization to finance and refinance all or a portion of the costs associated with the projects described below:

(1) The financing and refinancing of (a) the demolition and removal of the existing structure and fixtures of Alumni Hall, located at 211 Emmet Street S, Charlottesville, Virginia 22903, and (b) the design, engineering, constructing and equipping of a replacement Alumni Hall, which is expected to be approximately two stories high, and also includes equipment and fixtures related thereto.

(2) The financing, if and as needed, of capitalized interest on the Bonds, costs of issuance related to the issuance of the Bonds, working capital, other capital expenditures and other related costs (collectively (1) and (2), the "Plan of Finance").

As set forth in the inducement resolution of the Authority attached hereto (the "Resolution"), the Authority has provided initial approval of the Bonds. The Authority has conducted a public hearing on the Plan of Finance and has recommended that the City Council of the City of Charlottesville, Virginia (the "City Council") approve the Plan of Finance and the issuance of the Bonds by the Authority as required by Section 147(f) of the Internal Revenue Code of 1986, as amended, and Section 15.2-4906 of the Code of Virginia of 1950, as amended (the "Virginia Code").

Attached hereto is (1) a certificate evidencing (A) the conduct of the public hearing, and (B) the resolution adopted by the Authority regarding the Plan of Finance, and (2) the form of resolution suggested to evidence the City Council's approval.

Secretary, Economic Development Authority of the
City of Charlottesville, Virginia

CERTIFICATE

The undersigned Secretary of the Economic Development Authority of the City of Charlottesville, Virginia (the "Authority"), hereby certifies as follows:

1. A meeting of the Authority was duly called and held on Tuesday, August 12, 2025, at 4:00 p.m. before the Authority, at CitySpace, 100 Fifth Street, N.E., Charlottesville, Virginia 22902, pursuant to proper notice given to each Director of the Authority before such meeting. The meeting was open to the public. The time of the meeting and the place at which the meeting was held provided a reasonable opportunity for persons of differing views to appear and be heard.

2. The Chair announced the commencement of a public hearing at the request of Alumni Association of the University of Virginia, a Virginia nonstock corporation organized under the laws of the Commonwealth of Virginia, and that a notice of the hearing was published once in a newspaper having general circulation in the City of Charlottesville, Virginia (the "Notice"), with the publication appearing not less than seven days prior to the hearing date. A copy of the Notice will be filed with the minutes of the Authority and is attached as **Exhibit A**.

3. A summary of the statements made at the public hearing is attached as **Exhibit B**.

4. Attached as **Exhibit C** is a true, correct and complete copy of the inducement resolution (the "Resolution") adopted at such meeting of the Authority by a majority of the Directors present at such meeting. The Resolution constitutes all formal action taken by the Authority at such meeting relating to matters referred to in the Resolution. The Resolution has not been repealed, revoked, rescinded or amended and is in full force and effect on this date.

WITNESS my hand and the seal of the Authority, as of August 12, 2025.

Secretary, Economic Development Authority of the
City of Charlottesville, Virginia

[SEAL]

Exhibits:

A – Notice of Public Hearing
B – Summary of Statements
C – Inducement Resolution

EXHIBIT A
NOTICE OF PUBLIC HEARING

(See Attached)

EXHIBIT B

SUMMARY OF STATEMENTS

Representatives of Alumni Association of the University of Virginia and McGuireWoods LLP appeared before the Authority to describe the project and the proposed bond issue. No one appeared in opposition to the proposed bond issue.

EXHIBIT C
INDUCEMENT RESOLUTION

(See Attached)

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHARLOTTESVILLE, VIRGINIA REGARDING THE APPROVAL OF ISSUANCE OF BONDS BY THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF CHARLOTTESVILLE, VIRGINIA FOR THE BENEFIT OF ALUMNI ASSOCIATION OF THE UNIVERSITY OF VIRGINIA

WHEREAS, the Economic Development Authority of the City of Charlottesville, Virginia (the "Authority") is empowered by the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2 of the Code of Virginia of 1950, as amended (the "Act") issue its revenue bonds to finance facilities for the Commonwealth of Virginia (the "Commonwealth") and its agencies, and governmental and nonprofit organizations (other than organizations organized and operated exclusively for religious purposes) which are described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code") and which are exempt from federal income taxation pursuant to Section 501(a) of the Code, thereby promoting the safety, health, welfare, convenience, and prosperity of the residents of the Commonwealth;

WHEREAS, the Authority has approved the application of Alumni Association of the University of Virginia, a Virginia nonstock corporation (the "Organization"), whose primary business address is 211 Emmet St S, Charlottesville, Virginia 22903, requesting that the Authority issue up to \$50,000,000 of its revenue bonds in one or more series at one time or from time to time (the "Bonds");

WHEREAS, the Authority will loan the proceeds of the Bonds to the Organization to finance and refinance all or a portion of the costs associated with the projects described below:

(1) The financing and refinancing of (a) the demolition and removal of the existing structure and fixtures of Alumni Hall, located at 211 Emmet Street S, Charlottesville, Virginia 22903, and (b) the design, engineering, constructing and equipping of a replacement Alumni Hall, which is expected to be approximately two stories high, and also includes equipment and fixtures related thereto; and

(2) The financing, if and as needed, of capitalized interest on the Bonds, costs of issuance related to the issuance of the Bonds, working capital, other capital expenditures and other related costs (collectively (1) and (2), the "Plan of Finance");

WHEREAS, following notice given as required by Section 147(f) of the Code and Section 15.2-4906 of the Act, the Authority held a public hearing on August 12, 2025, regarding the Plan of Finance and issuance of the Bonds as required by Section 147(f) of the Code and Section 15.2-4906 of the Act;

WHEREAS, Section 147(f) of the Code provides that the governmental unit having jurisdiction over the issuer of private activity bonds and over the area in which any facility financed with the proceeds of private activity bonds is located must approve the issuance of the Bonds and Section 15.2-4906 of the Act sets forth the procedure for such approval;

WHEREAS, the Authority issues its bonds on behalf of the City of Charlottesville, Virginia (the "City"), and the facilities to be financed and refinanced with the proceeds of the Bonds are located in the City and the City Council of the City (the "City Council"), constitutes the highest elected governmental unit of the City;

WHEREAS, in accordance with Section 15.2-4906 of the Act, the Authority has recommended that the City Council approve the Plan of Finance and the issuance of the Bonds, solely to the extent required by Section 147(f) of the Code and Section 15.2-4906 of the Act; and

WHEREAS, a copy of the Authority's inducement resolution approving the issuance of the Bonds, subject to the terms to be agreed upon, and a certificate of the public hearing have been filed with the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHARLOTTESVILLE, VIRGINIA AS FOLLOWS:

1. Subject to paragraph (2) below, the City Council hereby approves the issuance of the Bonds, in an aggregate principal amount up to \$50,000,000, by the Authority for the benefit of the Organization, solely to the extent required by Section 147(f) of the Code and Section 15.2-4906 of the Act, to permit the Authority to assist in accomplishing the Plan of Finance.

2. The approval of the issuance of the Bonds by the City Council does not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the Plan of Finance or the Organization, the economic viability of the facilities to be financed as part of the Plan of Finance, or any other matters relating to the Bonds, the facilities to be financed or refinanced with the proceeds of the Bonds, or the Plan of Finance. The Bonds shall not constitute a debt, liability or obligation of the City. In accordance with the Act, the Bonds shall not be deemed to constitute a debt or a pledge of the faith and credit or taxing power of the Commonwealth or any political subdivision thereof, including the Authority and the City. The Bonds shall provide that neither the Commonwealth, nor any political subdivision thereof, including the City and the Authority, shall be obligated to pay the principal of or interest on the Bonds or other costs incident thereto except from the revenues and moneys pledged therefor by the Organization.

3. This resolution shall take effect immediately upon its adoption.

[SEAL]

Clerk, City Council, City of Charlottesville, Virginia

Policy Briefing Summary

City Council



Regarding:	Land Use and Environmental Planning Committee Semi-Annual Report
Staff Contact(s):	Lauren Hildebrand, Director of Utilities
Presenter:	Lauren Hildebrand, Director of Utilities
Date of Proposed Action:	August 18, 2025

Issue

The written report is intended to inform City Council of the Land Use and Environmental Planning Committee ("LUEPC") meetings, and Council is briefed twice a year on the topics discussed at the meetings.

Background / Rule

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

In November 2019, City Council, Albemarle County Board of Supervisors, and UVA approved the dissolution of the PACC and established the LUEPC to broaden PACC's collaboration beyond land use and to include environmental topics and sustainability. Also, LUEPC would allow professional staff to develop solutions on a continuous basis with regularly scheduled reports to leadership of all three (3) entities. LUEPC is intended to be a vehicle to collaborate and coordinate land use and development plans and projects and to consider environmental and infrastructure issues facing the community.

Analysis

LUEPC met both virtually and in-person for the first half of 2025. It has continued concentrating on project discussion and coordination. The agendas for the monthly meetings are developed around themes – either geographical areas or specific topics. LUEPC's Semi-Annual Report for the first half of 2025 (attached) has been compiled and includes the highlights of the meetings. The agenda and meeting minutes for the LUEPC's meetings are published on the Thomas Jefferson Planning District Commission's website for the community to review.

Financial Impact

There is no financial impact.

Recommendation

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

Recommended Motion (if Applicable)

Not applicable.

Attachments

1. LUEPC Semi-Annual Report - Jan to June 2025



Land Use and Environmental Planning Committee
First Half-Yearly Report
January through June 2025 Update

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

The County, City and the University face similar environmental planning and project challenges. The committee, by its nature, creates opportunities to address these shared challenges by coordinating community messaging and institutional practices. The first half of 2025 continued the focus on project discussions and coordination. The agendas for the monthly meeting are formed around themes - either geographical areas or specific topics. This report will focus on some of the key themes under discussion, and VDOT representatives are invited on a quarterly basis to share updates on transportation projects. The Committee's meeting minutes and presentations are posted on the LUEPC website which is hosted by the Thomas Jefferson Planning District Commission (TJPDC): <https://vapacc.org>.

Charge Statement

The Land Use and Environmental Planning Committee was established to share and coordinate land use and development plans and projects; consider environmental and infrastructure issues facing the community; and, from time to time, advance ideas and solutions that support our mutual advantage. The LUEPC may also serve as an advisory committee to the City, County, and UVA. The Committee will meet regularly to discuss timely issues from each entity and share that information with the public and each entity's senior leadership at biannual updates of all three entities. Through its work, the Committee further seeks to ensure that the actions, policies, and processes of the Committee are reflective of an ongoing commitment by the entities to support an equitable and inclusive community. The Committee defines equity as all community members having access to community benefits and opportunities needed to reach their full potential and to experience optimal well-being and quality of life; inclusion means that all people shall be respected and valued as members of this community. The Three-Party Agreement dated May 5, 1986, remains in effect as to land use planning between the City, County and UVA.



Land Use and Environmental Planning Committee Summary of Activity

First Half Yearly Report–January through June 2025

Virtual meetings were routinely held via the Zoom meeting platform. For 2025, in-person quarterly meetings are held at the County of Albemarle, 401 McIntire Road, Charlottesville, VA 22902 with the City serving as Chair and the County serving as Vice-Chair.

January 17, 2025:

AFFORDABLE HOUSING

Presenter: Fred Missel, UVA Foundation

- [UVA/UVAF Affordable Housing Initiative Update Presentation](#)

Presenter: Elizabeth Nice, Associate Director of Real Estate Development, Success Works Housing

- [Vista 29 Housing Project Update Presentation](#)

February 21, 2025:

FONTAINE AVENUE AREA

Presenter: Mark Stanis, UVA

- [UVA Fontaine Research Park Construction Update Presentation](#)

Presenter: Bill Mawyer, RWSA Executive Director

- [RWSA Waterline Project Update Presentation](#)

Presenters: Sean Nelson, Hal Jones & Sandy Shackelford, VDOT

- [VDOT Transportation Update Presentation](#)
- [VDOT SmartScale Update Presentation](#)

March 21, 2025:

CITY TRANSIT & UNIVERSITY OF VIRGINIA PROJECT

Presenters: Garland Williams & Alex Pasqualone, City Transit

- [CAT Fixed Route and MicroCAT Services Presentation](#)

Presenter: Alice Raucher, UVA

- [UVA Ivy Corridor 2nd Year Student Housing Presentation](#)

April 18, 2025

DATA CENTERS

Presenters: Bill Fritz & Emily Kilroy, Albemarle County

- [Albemarle County Data Center Information Presentation](#)

May 16, 2025

NORTHERN ROUTE 29 AREA

Presenters: Deborah van Eersel, UVAF, Pace Lochte, UVA, Emily Kilroy, Albemarle County

- [Central Virginia Innovation Corridor](#)

Presenter: Jennifer Whitaker, RWSA

- [Northern Area Utilities Master Plan](#)

Presenter: Carrie Shephard & Charles Proctor, VDOT

- [Transportation Update VDOT May 2025](#)

June meeting canceled.



LUEPC Membership

Albemarle County

Community Development Director

Facilities and Environmental Services Director

Representative from the County Planning Commission

City of Charlottesville

Neighborhood Development Services Director

Director of Public Works

Director of Utilities

Representative from the City Planning Commission

University of Virginia

Architect for the University

Associate University Planner

Director of Facilities Management

Operations Director of Real Estate and Leasing Services

University of Virginia Foundation

Director of Design and Development

Director of Real Estate Asset Management

Rivanna Water and Sewer Authority

Executive Director

