



City Council Meeting Agenda
December 15, 2025
City Hall Council Chamber
605 E. Main St.
Charlottesville, VA 22902

Juandiego R. Wade, Mayor
Brian R. Pinkston, Vice Mayor
Natalie Oschirin
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: Housing Budget Brief
- 2. Report: Emergency Management Update

5:30 PM CLOSED MEETING (Boards & Commission appointments)

6:30 PM Business Session

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

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

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

- 3. Minutes: October 20, November 3, November 17, and December 1 regular meetings
- 4. Resolution: Resolution to Amend the FY 2026 Contribution to the Charlottesville-Albemarle Convention and Visitor's Bureau (CACVB) - \$167,867 (2nd reading)
- 5. Resolution: Resoluton to appropriate Virginia Department of Education Special Nutrition Program Child and Adult Care Food Program - \$25,000 (2nd reading)
- 6. Ordinance: Ordinance Amending City Code to Define School Zones for all Schools and Reflect their Current Names (2nd reading)
- 7. Ordinance: Ordinance granting a Franchise Agreement to MCI Communication Services, LLC (2nd reading)
- 8. Ordinance: Ordinance Amending City Code Section 2-38 — Organizational meeting (2nd reading)
- 9. Resolution: Resolutions to 1) Dissolve the Regional Transit Partnership and 2) approve a Memorandum of Understanding for administration of the Charlottesville-

Albemarle Regional Transit Authority by the Thomas Jefferson Planning District Commission

10. Resolution: Resolution to Grant \$50,000 to the Residential Energy Retrofit Mini-Grant Program (1 of 2 readings)
11. Resolution: Resolution to Accept Huntley Avenue and Morgan Court into City Street System
12. Resolution: Resolution for Compromise of Claim: Water and Wastewater Leak Credit of \$10,707.03 for Melbourne Park Owners Association
13. Resolution: Resolution for Compromise of Claim: Water and Wastewater Leak Credit of \$12,454.93 for McGuffey Homeowners Association
14. Resolution: Resolution to appropriate \$303,660.00 from the Building Resilient Infrastructure and Communities (BRIC) Grant Program for the City of Charlottesville - Rock Creek Watershed Management Plan (1 of 2 readings)

IX. City Manager Report

- Report: City Manager Report

X. Action Items

15. Ordinance: Ordinance to vacate Clarke Court, a City-maintained street (2nd reading)
16. By Motion: Dairy Road Bridge Public Hearing Summary Presentation for Endorsement

XI. General Business

17. Report: Presentation of the FY25 audit results by the City's auditors

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:	Housing Budget Brief
Staff Contact(s):	Samuel Sanders, Jr., City Manager, James Freas, Deputy City Manager
Presenter:	Samuel Sanders, Jr., City Manager
Date of Proposed Action:	December 15, 2025

Issue

The intent is to provide an overview of the issues and topics being discussed and considered for the FY27 budget relative to affordable housing.

Background / Rule

Council has identified affordable housing as a high priority and high impact issue area within the strategic plan. Past budgets have included significant investments an array of affordable housing projects and programs including ongoing efforts to fund the reconstruction and improvement of the Charlottesville Housing Authority's properties, various supports to help keep residents in their homes, and investments to help address the homelessness issue in our community.

Analysis

The discussion is a high-level overview intended to touch on the different affordable housing related investments being considered in order to meet Council's identified objectives. Supporting the construction of new affordable housing units has been a primary focus of the City. The overview will look at existing programs and accomplishments including the funding for several critical housing projects and the different relief programs the City supports. We will also open discussion on a number of new funding requests related to new affordable housing proposals and possible new investments at the Kindewood project.

Financial Impact

N/A

Recommendation

N/A

Recommended Motion (if Applicable)

N/A

Attachments

None

Policy Briefing Summary

City Council



Regarding:	Emergency Management Update
Staff Contact(s):	Samuel Sanders, Jr., City Manager, James Freas, Deputy City Manager
Presenter:	John Oprandy, Emergency Management Coordinator
Date of Proposed Action:	December 15, 2025

Issue

To provide an overview of the City's current and future approach to managing complex emergencies and disasters, with a focus on the roles and coordination of key stakeholders.

Background / Rule

The City's ability to effectively manage complex emergencies and disasters depends on a strong, coordinated framework that brings together planning, operational readiness, and leadership engagement. This presentation provides a high-level overview of that framework, beginning with our foundational Emergency Operations Plan (EOP) and Continuity of Operations Plan (COOP). It outlines how we activate our Emergency Operations Center (EOC), the structure and function of our local and regional Multi-Agency Coordination (MAC) groups, and how we ensure timely, accurate information flows to City leadership during a crisis. It also highlights our ongoing investments in preparedness through training and exercises, and the critical role elected officials play in setting the tone for the community before, during, and after a disaster.

Analysis

N/A

Financial Impact

N/A

Recommendation

N/A

Recommended Motion (if Applicable)

N/A

Attachments

1. EM Presentation to Council

Charlottesville



12/2/2025

The seal of the University of North Carolina at Charlotte is a circular emblem. It features a blue border with the text "UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE" in white. Inside the circle, the year "1776" is prominently displayed in the center. Surrounding the year are four quadrants, each containing a white icon: a classical building (top left), a flower (top right), a wheel (bottom left), and a book (bottom right).

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Foundational Emergency Plans

- The Emergency Operations Plan (EOP)
- Continuity Plans – Citywide and Departmental



Activating Our Plans and EOC

- Emergency Notifications
- The Emergency Operations Center (EOC)
- City Multi Agency Coordination (MAC) Group
- Regional MAC
- Keeping leaders and officials informed during a disaster



Investing in our capabilities

- Development of the City's Incident Management Team
- Training EOC Staff Members
- Practicing at all levels – conducting exercises



Key Takeaways

- Building resilience through personal and community preparedness.
- Importance of the EOP and our Continuity Plans
- When disaster strikes – you have a vital role in communicating with our community and managing expectations.





Charlottesville



CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES

October 20, 2025 at 4:00 PM
Council Chamber

The Charlottesville City Council held a regular meeting on Monday, October 20, 2025. Mayor Juandiego Wade called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting the following councilors present: Mayor Juandiego Wade, Vice Mayor Brian Pinkston and Councilors Natalie Oschrein and Lloyd Snook.

On motion by Snook, seconded by Oschrein, Council by a vote of 4-0 (Ayes: Oschrein, Pinkston, Snook, Wade; Noes: none) approved electronic meeting participation at the request of Councilor Michael Payne, who verified participation from Charlottesville, Virginia, due to a temporary disability that prevented his physical attendance.

On motion by Snook, seconded by Oschrein, Council adopted the meeting agenda by a vote of 5-0 (Ayes: Oschrein, Payne, Pinkston, Snook, Wade; Noes: none).

REPORTS

1. REPORT: Public Defender's Office

Nick Reppucci, public defender for Charlottesville and Albemarle expressed gratitude for financial support from the City. He made remarks about the work of public defenders and the vulnerable populations of people whom they serve. He stated that the office is under pressure from federal enforcement agencies.

Councilors commented about the public defender's office workload of over 2000 cases per year, and thanked Mr. Reppucci for the work done by his office.

2. REPORT: Offender Aid & Restoration

Ross Carew, Executive Director of Offender Aid & Restoration (OAR) spoke about the organization's alignment with the City for public safety, and the cost-to-benefit. OAR is a regional community corrections agency providing service to the city of Charlottesville since 1971 in the areas of pretrial services, peer support services, recovery courts, therapeutic docket, and criminal justice planning. and the eight surrounding counties. They serve approximately 4000 people annually in Charlottesville and eight surrounding counties. Mr. Carew listed agency successes and challenges, including the impact of reduced federal funding.

3. REPORT: Leaf Collection & Snow Operations

Jonathan Dean, Public Works, made a presentation about upcoming leaf collection and snow operations, with leaf collection and detailed weekly communication beginning October 27. The City collects loose leaves curbside for residents up to three times per season and will offer a drop-off option for residents who wish to bag their leaves for disposal. The collected leaves are taken to a local farm where they are turned into compost that is used by area residents, farms, and landscaping companies. Mr. Dean shared best practices and listed the responsibilities of various city departments during a snow event as well as resources available for public information. Regarding snow in Charlottesville, he stated that the formal snow season runs from November to April.

CLOSED MEETING

On motion by Pinkston, seconded by Oschrein, Council voted 5-0 (Ayes: Oschrein, Payne, Pinkston, Snook, Wade; Noes: none) to meet in closed session as authorized by Virginia Code Section 2.2-3711(A)(1) for discussion and consideration of prospective candidates to be appointed to the following boards and/or committees: the Police Citizen Oversight Board.

On motion by Pinkston, seconded by Snook, Council certified by the following vote: 5- 0 (Ayes: Oschrin, Payne, Pinkston, Snook, Wade; Noes: none.), that to the best of each Council member's knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the Motion convening the closed session were heard, discussed or considered in the closed session.

BUSINESS SESSION

Mayor Wade acknowledged the passing of local civil rights leader Eugene Williams and City Council began the business meeting by observing a moment of silence.

ANNOUNCEMENTS

Mayor Wade announced openings on boards and commissions, particularly upcoming vacancies on the Planning Commission.

RECOGNITIONS/PROCLAMATIONS

Biophilic Cities Acceptance: Mayor Wade announced that the City of Charlottesville has officially been accepted into the Biophilic Cities Network, a global community of cities whose leaders and residents recognize the importance of the connection between humans and the natural world. In practice, a Biophilic City is one that is intentional about integrating green space into its urban environment, conserving existing natural areas and fostering improved connections to nature for all.

Steven Gaines, Urban Forester, shared information about the Biophilic Cities recognition, noting that Charlottesville is where the idea was conceived and is now being implemented. Representatives from the University of Virginia and the Biophilic network were present to receive the recognition.

COMMUNITY MATTERS

1. Josh Carp, city resident, spoke about challenges with navigation of bicycle and pedestrian infrastructure. He suggested reconfiguring West Main Street bike lanes while other road construction is underway within the next few years.
2. Laura Sirgany, city resident, spoke about city efforts to police unhoused individuals and recent public pushback against a proposed camping ordinance. She insisted that the city involve the unhoused individuals in developing solutions for their care.
3. Alex Joyner, county resident and Co-president of IMPACT (Interfaith Movement Promoting Action by Congregations Together), spoke about two items on the agenda: plans for a long-term shelter and consideration of a transportation study. He stated that adjustments will be needed to the bus routes if the property at 2000 Holiday Drive is used for a year-round shelter, and he asked to prioritize driver recruitment and funding over a transportation study.
4. Susan McCulley, county resident and city property owner, asked for a response to a petition to unmask ICE in Charlottesville.
5. Kevin Cox, city resident, spoke about the need to reduce speed limits on Cherry and Elliot Avenues. He requested that the City adopt guidelines for city traffic engineering protocol.
6. Joy Johnson, city resident and Chair of PHAR (Public Housing Association of Residents), requested changes to the zoning code to prevent UVA encroachment and by-right development of high-rise buildings around low-income and historically Black neighborhoods. She voiced support for unhoused neighbors in light of living in the vicinity of a wealthy university.
7. Andrew Gneiting, Albemarle County resident and representative for United Campus Workers of Virginia, UVA Living Wage Campaign, spoke against the LV Collective's proposed luxury student housing project, and in support of living wages for UVA workers.

8. Isis Neumann, city resident, spoke in support of the residents of the Westhaven and 10th & Page neighborhoods, against the LV Collective proposed luxury housing development. She also spoke against the use of the Flock camera system by law enforcement.
9. Sage Bradburn, county resident, expressed a need to provide more support for the unhoused community besides shelter, including jobs and making sure that resources are available, as well as providing incentives to companies that provide services to the unhoused community.
10. Alicia Lenahan, Albemarle County resident, spoke in opposition to ICE efforts and against the use of surveillance such as the Flock system and partnership with Ring cameras.
11. John Scheiman, Albemarle County resident, spoke about a free lunch program at his church and the increased needs in the community. Regarding his church's partnership with PACEM, they often need to turn away people for lack of capacity. He spoke in support of the low-barrier shelter on Holiday Drive as a piece of the puzzle to help the unhoused population.
12. Eleanor Smalley, Friends of PHAR Club at UVA, shared a handout with results from a student housing survey, in opposition to the proposed LV Collective luxury student housing project, against displacement of long-term residents.
13. Sarah Murphy, who runs a day shelter in Harrisonburg, Virginia, spoke about personal experience with housing challenges and about a Housing First program in Finland.
14. Hannah Strauss, city resident, spoke about challenges with housing affordability; against the proposed LV Collective luxury student housing project; against displacement of long-term residents; in support of changing the Zoning Code to protect historically Black and Brown neighborhoods; and against Flock system renewal.
15. Frank Bechter, city resident, spoke against displacement of long-term residents, against a proposed LV Collective luxury student housing building, and expressed a need for excellent community consultation about zoning changes.
16. James Snyder, city resident, thanked the mayor and the Planning Director for visiting his neighborhood to learn more. He asked that zoning be fixed in some residential and historic neighborhoods to prevent large developments. He asked for consideration of an emergency declaration related to historic neighborhoods and cited Virginia Code Section 15.2-2306. Preservation of historical sites and architectural areas; civil penalty.

CONSENT AGENDA

4. MINUTES: September 15, 2025 regular meeting
5. RESOLUTION to appropriate funding from the Virginia Department of Housing and Community Development FY2026 CoC Capacity Building Funds - \$25,000 (2nd reading)

RESOLUTION

Appropriating Funding in the Amount of \$25,000 To Be Received from the Virginia Department of Housing and Community Development's Virginia Homeless Solutions Program, Continuum of Care Capacity Building Fund Program Year 2025- 2026

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.) Continuum of Care and Virginia balance of State Local Planning Group Capacity Building (C.B.) Funds of the Virginia Department of Housing and Community Development in the amount of \$25,000.

Revenues

\$25,000	Fund 209	Order 1900615	G/L 430110 State Grant
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Expenditures

\$25,000 Fund 209 Order 1900615 G/L 530550 Contractual Services

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that upon receipt of the V.H.S.P. C.B. funding the Commonwealth of Virginia, said funding, anticipated in the sum of \$25,000, is hereby appropriated in the following manner:

BE IT FURTHER RESOLVED that this appropriation is conditioned upon receipt of \$25,000 in funds from the Virginia Department of Housing and Community Development.

6. RESOLUTION to Appropriate Albemarle County's Human Services Fund for Community Attention Youth Internship Program (CAYIP) - \$60,000 (2nd reading)

RESOLUTION

To Appropriate the County's Human Services Fund (formerly A.B.R.T.) Grant in the Amount of \$60,000 to the Department of Human Services

WHEREAS, the City of Charlottesville has been awarded the County's Human Service Fund (formerly A.B.R.T.) in the amount of \$60,000.

WHEREAS, the funds will be used to support the Community Attention Youth Internship Program (C.A.Y.I.P.), providing internships for 22 youth in Albemarle County.

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

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, that upon receipt of the sum of \$60,000 from the County's Human Services Fund, that sum is hereby appropriated in the following manner:

Revenue – \$60,000

\$60,000 Fund: 213 Cost Center: 3413003000 G/L Account: 432030

Expenditures - \$60,000

\$60,000 Fund: 213 Cost Center: 3413003000 G/L Account: 530450

7. RESOLUTION to Appropriate Funds from the Virginia Risk Sharing Association - \$18,238.84 (2nd reading)

RESOLUTION

Appropriating Funding Received from the Virginia Risk Sharing Association for Insurance Reimbursement in the amount of \$18,238.84

WHEREAS, the Charlottesville Department of Social Services has received a reimbursement of \$18,238.84 in the Fiscal Year 2026 budget from the Virginia Risk Sharing Association for vehicle loss associated with an accident involving vehicle # 3379.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$18,238.84, upon receipt by the City, is hereby appropriated for expenditures within the FY26 budget in the following manner:

Revenue – \$18,238.84

Fund: 212 Cost Center: 3301008000 G/L Account: 451110 \$18,238.84

Expenditures - \$18,238.84

Fund: 212 Cost Center: 3301008000 G/L Account: 541040 \$18,238.84

8. RESOLUTION authorizing payment to Kokosing Construction Company, Inc for bridge repair contract claim (2nd reading)

RESOLUTION

Authorizing Payment to Kokosing Construction Company, Inc. for Bridge Repair Contract Claim from the Risk Management Fund

WHEREAS on November 2, 2020 the City entered into a contract with Kokosing Construction Company, Inc. (“KCC”) for the repair of four separate bridges within the City; and

WHEREAS the project’s scope of work included “concrete deck replacement, concrete deck mill/hydro-mill and overlay, concrete deck patching, steel beam repairs, bearing repairs and/or replacements, cleaning and painting of steel beams and bearing assemblies, concrete superstructure surface repairs, deck joint closures, expansion joint replacement, and erosion and drainage repairs”; and,

WHEREAS during the course of the project, work was delayed on the 250 bypass over the Norfolk Southern Railway while the City sought additional funding from VDOT for additional repairs; and

WHEREAS KCC has submitted a claim for costs allegedly caused by this delay totaling \$564,949.30 plus interest of \$115,748.98; and,

WHEREAS the City has negotiated a settlement whereby the City will recognize an excusable time extension for the project until February 21, 2023, with no assessment of liquidated damages, and KCC will accept \$275,000 as full and final settlement of all claims asserted by KCC in the current dispute; and,

WHEREAS approximately \$200,000 remains available for the payment of change order claims from VDOT’s State of Good Repair funding.

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

1. The Manager is authorized to spend up to \$275,000 from the City’s Risk Management fund for the settlement of delay claims submitted by KCC in connection with a contract entered between the City and KCC on or about November 2, 2020.
 2. The City Manager is further authorized to execute all documents necessary to effectuate said settlement.
9. RESOLUTION to appropriate funds from the Virginia Department of Criminal Justice Services Edward Byrne Memorial Justice Grant in the amount of \$150,000 (layover)
10. RESOLUTION to Reallocate Capital Improvement Program (CIP) funds for ADA Transition Plan work - \$1,365,216.25

RESOLUTION

**Reallocating Capital Improvement Funds (CIP) for ADA Transition Plan Work
in the amount of \$1,365,216.25**

WHEREAS the City Council of Charlottesville, Virginia desires to complete work as identified in the City’s ADA Transition Plan; and

WHEREAS and whereas ADA Signalization projects previously funded in the City’s Capital Improvement Fund have been completed and have remaining unspent fund allocations;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$1,365,216.25 is hereby appropriated to the new CIP account for Public Works to use to implement ADA Transition Plan priorities as follows;

Transfer From:

\$1,365,216.25 Fund: 426 WBS: P-00943 G/L Account: 599999

Transfer To:

\$1,365,216.25 Fund: 426 WBS: 2600056 G/L Account: 599999

11. RESOLUTION to Amend Composition of Community Policy and Management Team

**RESOLUTION
Amending Composition of Community Policy and Management Team**

WHEREAS, on May 2, 2016, the City Council established a Community Policy and Management Team (CPMT) as required by Virginia Code §§2.2-5204 et seq.; and

WHEREAS, the current CPMT designates a position for “the Assistant City Manager assigned to manage the Charlottesville Department of Social Services”; and

WHEREAS, the City Manager’s Office has been reorganized such that flexibility is needed with respect to CPMT appointments.

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

The CPMT position designated for “the Assistant City Manager assigned to manage the Charlottesville Department of Social Services” in the Resolution dated June 7, 2010, is hereby replaced by “the City Manager or their designee”.

CITY MANAGER REPORT

City Manager Samuel Sanders, Jr., presented an update on city accomplishments and project plans for FY26, and he presented his 1st Quarter Work Plan Update.

Councilor Payne recommended considering a land bank to improve housing affordability.

ACTION ITEMS

12. PUBLIC HEARING and RESOLUTION to allocate \$7,950,000 of Capital Improvement Program (CIP) Contingency Funds (2nd reading)

City Manager Sanders summarized the request, which was introduced at the October 6, 2025, meeting.

Mayor Wade opened the public hearing.

- Angela Spavis, owner-operator of the Aberdeen Barn Steakhouse, spoke in support of efforts to address homelessness and in opposition to the Holiday Drive location for a low-barrier shelter in an area surrounded by hospitality businesses.
- Anu Patel, employee at the Econo Lodge hotel on Holiday Drive, spoke in support of efforts to address

homelessness and in opposition to the Holiday Drive location for a low-barrier shelter in an area surrounded by hospitality and small businesses. He cited safety concerns and asked whether a community impact survey had been conducted, what security measures would be put in place, and how the City would handle safety in the area.

- Isis Neumann, city resident, suggested thinking about the people who need housing, and not businesses.
- Wendy Gao, PHAR, spoke in support of the low-barrier shelter proposal on Holiday Drive, and against prioritizing tax-generating businesses.
- Sisha Patel, worker at a business on Holiday Drive and lifelong city resident, spoke in support of efforts to address homelessness and in opposition to the Holiday Drive location for a low-barrier shelter in an area surrounded by long-term family-owned businesses, citing safety concerns. She encouraged Council to seek an alternate location.
- Shayla Washington, Executive Director of the Blue Ridge Area Coalition for the homeless (BRACH), spoke in support of the Holiday Drive location for a low-barrier shelter.
- Hannah spoke in support of the proposed low-barrier shelter, and in opposition to comments made by hotel workers regarding potential safety issues.
- Neil Williamson, President of the Free Enterprise Forum, spoke about homelessness, the need for resources, and in support of the 2000 Holiday Drive location and the cost to upfit it for a low-barrier shelter.
- Samantha Hudson, General Manager at Country Inn Suites, asked for consideration of small business owners in consideration of a low-barrier shelter, and expressed concern about the hospitality community not being consulted.
- Lea Leone(?), a Waynesboro resident who said he was priced out of the City of Charlottesville, spoke about humanity and camaraderie in the unhoused community, and in opposition to rhetoric about safety concerns.
- Lizzie, city resident, spoke about the need to prioritize people instead of businesses.
- Tommy Herbert, Director of Government Affairs at the Virginia Restaurant and Lodging Association, spoke in support of the business owners who will be impacted by the use of 2000 Holiday Drive as a low-barrier shelter. He warned about issues with adaptive re-use of buildings.
- Francesca, city resident, spoke about the issue of homelessness and safety concerns for homeless individuals. She requested prioritizing people over profit.

Mayor Wade closed the public hearing and Councilors engaged in discussion, noting the proximity of 2000 Holiday Drive to transportation; balancing the needs of many individuals and businesses; developing a plan; and trust in the city team to be thorough in moving forward for positive outcomes.

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

Resolution to Allocate \$7,950,000 from the Capital Improvement Program Contingency Fund

WHEREAS per the City of Charlottesville's financial policy, year-end surpluses from the City's General Fund are transferred to the CIP contingency Fund where they accumulate until appropriated by the City Council for expenditure; and

WHEREAS the City Manager has made a recommendation and request to allocate a portion of the contingency funds for several one-time expenditures not previously appropriated; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$7,950,000 is hereby allocated from currently appropriated funds in the CIP Contingency Fund for the following:

<u>Description</u>	<u>Amount</u>
City Environmental and Mobility Policy Plans	\$1,500,000
City Hall Renovations	150,000
Property Acquisition - 2000 Holiday Drive	
<i>Purchase Price</i>	\$ 6,200,000
<i>Less: Deposit Paid from Citywide Reserve</i>	(100,000)
<i>Add: Citywide Reserve Reimbursement for Deposit Paid</i>	100,000
<i>Closing and any other associated costs</i>	100,000
	<hr/>
<i>Amount Not to Exceed</i>	6,300,000
Total Funding Allocation	<hr/> \$ 7,950,000

13. RESOLUTION Supporting VDOT Revenue Sharing Application for a New Sidewalk on Cedar Hill Road

Ben Chambers, Transportation Planning Manager, presented the request to support a VDOT revenue-sharing application for a new sidewalk on Cedar Hill Road. Applications for the Virginia Department of Transportation's ("VDOT") Revenue Sharing Program, which funds infrastructure projects on local roads through a competitive selection process and equal state and local fund matching, are currently under review by VDOT Staff. This year, City Staff worked with local VDOT Residency to develop a Project Application for a new sidewalk on Cedar Hill Road. To finalize said Application, VDOT requires that local jurisdictions submit a resolution committing to providing the local match to the Project, should it be selected through the VDOT Revenue Sharing Application Review.

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

RESOLUTION

Supporting the Revenue Sharing Application for a New Sidewalk on Cedar Hill Drive

WHEREAS, the City of Charlottesville, Virginia ("City"), desires to submit an Application for an allocation of funds up to \$5,179,870 through the Virginia Department of Transportation ("VDOT") Fiscal Year 2029 - 30 Revenue Sharing Program; and

WHEREAS, \$2,589,935 of these funds are requested to fund the design and construction of a new sidewalk on Cedar Hill Drive between Hydraulic Road and North Berkshire Drive ("Project"); and

WHEREAS, the Council of the City of Charlottesville, Virginia ("City Council"), hereby supports this Application for an allocation of \$2,589,935 through VDOT's Fiscal Year 2029-30 Revenue Sharing Program.

NOW THEREFORE BE IT RESOLVED, that City Council commits to fund its local share of preliminary engineering, right-of-way and construction (as applicable) of the Project under agreement with VDOT in accordance with the Project financial document(s); and

BE IT FURTHER RESOLVED, that the City Manager is authorized to execute any and all

related Project agreements and/or addendums with VDOT.

ADOPTED this 20th day of October, 2025.

14. BY MOTION Adoption of the City Council 2026 Legislative Agenda

City Manager Sanders summarized the 2026 Legislative Agenda proposals and process.

Council discussed legislative priorities, with councilors indicating their preferences for priorities and a refined process for developing future legislative agendas.

On motion by Payne, seconded by Pinkston, Council by a vote of 5-0 (Ayes: Oschrein, Payne, Pinkston, Snook, Wade; Noes: none), approved a set of 2026 legislative priorities as amended during the discussion.

City Manager Sanders stated that he would provide the final document delineating Council's legislative priorities related to Education, Homeless Services, Transportation and Sustainability, along with a list of other legislative positions supported by Council.

15. RESOLUTION Authorizing Agreement to Settle *White v. Charlottesville City Council*

John Maddux, City Attorney, presented a Resolution Authorizing Agreement to Settle *White v. Charlottesville City Council*, for Council consideration. He prefaced the resolution proposal with background about the process to adopt the revised Zoning Ordinance. In January 2024, several community members filed a lawsuit challenging the new zoning ordinance adopted by City Council in December 2023. Over time, the case narrowed to two main questions: whether the City was required to send certain traffic information to the Virginia Department of Transportation (VDOT), and whether the City gave reasonable consideration to factors required by state law when adopting the ordinance. Although a trial was scheduled for September 2026, the City and the plaintiffs reached an agreement to resolve the case. Under the agreement, the City will provide the requested traffic information to VDOT, and the plaintiffs will withdraw their lawsuit. As long as the City meets its obligations, this agreement will bring the litigation to an end.

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

RESOLUTION

Authorizing Agreement to Settle *WHITE V. CHARLOTTESVILLE CITY COUNCIL*

WHEREAS, on January 17, 2024, G. Edward White, Susan D. White, Roy Van Doorn, Kristi Van Doorn, Thomas J. Hill, as trustee of the Thomas J. Hill Trust, Kemp Hill, as trustee of the Kemp P. Hill Trust, Jenny Clay, Michael Bevier and Lillian Bevier ("Plaintiffs") filed suit in Circuit Court for the City of Charlottesville arguing, in relevant part, that the City's Comprehensive Plan, adopted January 17, 2023, and New Zoning Ordinance ("NZO"), adopted December 18, 2023, should be declared void based on allegations that the City failed to fulfill certain procedural requirements, specifically, certain requirements Plaintiffs alleged were required by Virginia Code §§ 15.2-2222.1, 15.2-2223(B)(1), and 15.2-2284; and

WHEREAS, on December 11, 2024, the Court, upon the City's motion, dismissed Plaintiffs' claims to the extent they challenged the validity of the Comprehensive Plan, but allowed Plaintiffs' claims with respect to the NZO to proceed; and

WHEREAS, on or about December 30, 2024, Plaintiffs filed an Amended Complaint alleging the NZO should be declared void based on allegations that the City failed to comply with alleged procedural requirements contained in Virginia Code § 15.2-2222.1 regarding the submission of

information to the Virginia Department of Transportation (“VDOT”) and § 15.2-2284 alleging the City failed to give adequate consideration to certain statutory factors; and

WHEREAS, on June 30, 2025, the Court ruled in favor of granting Plaintiffs a Default Judgment with respect to the Amended Complaint after the City’s outside counsel failed to timely file a required responsive pleading; and

WHEREAS, on September 2, 2025, the Court entered an Order granting the City’s Motion to Reconsider the Court’s decision to enter a Default Judgment, and further granted the City’s Motion for Relief from Default and for Leave to File a Late Answer; and

WHEREAS, following discussions between the parties and their counsel, Plaintiffs have agreed to file a Motion to Non-Suit the case if the City will agree to submit information to VDOT that Plaintiffs allege is required by Virginia Code § 15.2-2222.1; and

WHEREAS, while the City continues to believe that such submission to VDOT is not required by Virginia law, and that it complied with all substantive and procedural requirements when it adopted the NZO, it is, nevertheless, willing to make the agreed upon submission to VDOT to settle this matter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville that the City Manager is hereby authorized to enter into a Settlement Agreement obligating the City to submit certain information to VDOT in exchange for the Plaintiffs’ agreement to file a motion to non-suit *White v. Charlottesville City Council*, Case No. CL24-25, within ten (10) days of the Settlement Agreement’s execution.

16. RESOLUTION to allocate \$650,000 of Capital Improvement Program (CIP) Contingency Funds for an Infrastructure Study and Model

James Freas presented the request, reporting that as the Charlottesville population grows, it is incumbent upon city government to both consider and assess the impacts that this projected growth is likely to have on critical city infrastructure systems such as transportation, stormwater management, sanitary sewers, water, school facilities, parks, etc. Towards that goal, city staff engaged with on-call contractor/consultant 3TP Ventures to assemble a project team of experts to assist city staff in conducting a thorough analysis of the likely growth scenarios over the next decades and to then create a model that will allow staff to assess the likely impacts of those growth scenarios on city infrastructure systems. The model that this project will build is to be dynamic and interactive, so that this tool will be an important new component in assessing and preparing for the impacts of growth and development well into the future. This project will consider and assess both the impacts of the Charlottesville Development Code together with projected population growth and this project is inclusive of the transportation study necessary to meet the terms of the settlement agreement relative to the *White v. Charlottesville* case.

Without objection, Council moved the item forward to the November 3 consent agenda for a second reading and vote.

GENERAL BUSINESS

17. WRITTEN REPORT: Rivanna Authorities Quarterly Report

Councilor Payne encouraged the community to read the report as an update on significant infrastructure projects.

As a matter of General Business, Councilor Snook asked for consideration of revisiting the zoning discussion based around by-right development. Councilors were generally in agreement to discuss the topic sooner than the cadence of Comprehensive Plan updates. City Manager Sanders stated that he can carve out time during the November 3 work session.

COMMUNITY MATTERS (2)

Mayor Wade opened the floor for comments from the public.

- Isis thanked Council for moving forward with the low-barrier shelter. She asked for clarification on the acronym RGGI and procedural questions related to agenda items. Councilor Snook stated that RGGI stands for Regional Greenhouse Gas Initiative.
- A speaker thanked Council for moving forward with the low-barrier shelter. She requested non-renewal of the Flock surveillance system and instead, using the funds to support a loaner car system for people whose cars are stolen, giving them a few days to use it while they await recovery of their vehicle by police.
- Rory Stolzenberg, city resident, congratulated the city on settling the case of *White v Charlottesville*. He applauded the community's commitment since 2017 to address affordable housing, including the City's support with funding, programming and zoning.

ADJOURNMENT

On motion by Oschrein, seconded by Snook, Council voted unanimously to adjourn the meeting at 9:33 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council



CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES

November 3, 2025 at 4:00 PM
Council Chamber

The Charlottesville City Council held a regular meeting on Monday, November 3, 2025. Mayor Juandiego Wade called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting the following councilors present: Mayor Juandiego Wade, Vice Mayor Brian Pinkston and Councilors Natalie Oschrein and Lloyd Snook. Councilor Payne joined the meeting at 4:06 p.m.

On motion by Pinkston, seconded by Oschrein, Council by a vote of 4-0 (Ayes: Oschrein, Pinkston, Snook, Wade; Noes: none) adopted the meeting agenda.

REPORTS

1. REPORT: CAYIP Summer 2025 Presentation

Lataria Ragland, Senior Family Services Specialist and CAYIP Coordinator, presented the CAYIP Summer 2025 program report. The Community Attention Youth Internship Program (CAYIP) is an opportunity for youth ages 14–21 years old to learn workplace readiness skills, assist with career exploration, identify their skills and build resilience, and connect young people to positive adults and resources in the community. They earn a performance-based stipend during their experience.

2. DISCUSSION: Zoning Regulations and Current Planning and Zoning Work Plan Priorities

Matt Alfele, Planning Development Manager, made a presentation on Residential and Mixed-Use Development Zoning regulations, and Kellie Brown, Director of Neighborhood Development Services provided an overview of current Planning and Zoning Work Plan Priorities. Residential and mixed-use development is governed by the 2024 Development Code, including provisions specific to each residential and mixed-use zoning district, overlay districts, and affordable housing requirements. Staff reviews applications for compliance with the provisions of the Development Code. Staff is also conducting several planning and zoning studies to continue to work toward achieving Comprehensive Plan goals, as outlined in the FY2026 Neighborhood Development Services (NDS) Work Plan.

Councilor Payne questioned affordable housing requirements for student housing and non-student housing, Payment in Lieu of Taxes for student housing, the timing for certain tiers of amendments, and mechanisms for turning Small Area Plans into reality such as catalyst projects engaging neighborhood members.

Councilor Oschrein asked for clarification about a software tool to track and record licensed and unlicensed short-term rentals. She asked about the timeline for the required community meeting for Special Exception Permits in Core Neighborhood Overlay Districts and suggested that the meeting happen early in the process or more than once so that neighbors can be more informed. She asked about the rationale for the ½-mile student housing radius around UVA and about the impacts of inclusionary zoning and tax abatement programs for large-scale developers.

Councilor Snook recalled part of the decision-making process when finalizing the Zoning Code in 2023, when Council considered how to balance the need to move projects along more promptly versus providing more opportunities for public input. He said that the result, despite his recommendation, was allowing more density by-right. He acknowledged the dilemma of providing more student housing closer to the university and the negative impacts to historically Black and Brown neighborhoods by housing students in neighborhoods close to UVA Grounds. Mr. Snook questioned whether Council could or should revisit decisions that were made in 2023.

Mayor Wade asked for further input on Accessory Dwelling Units. Ms. Brown expressed a need to explore more tools for wealth building for smaller scale builders and homeowners. He mentioned UVA's plan to

develop dorms for second-year students.

In response to Ms. Oschrin, Ms. Brown stated that consideration of more commercial mixed-use zoning throughout the city is on the to-do list, but not in the current year's work plan. Further discussion ensued and Councilor Payne suggested a work session to discuss zoning, particularly allowing neighborhoods to be involved in planning. Vice Mayor Pinkston agreed and suggested finding a time during the beginning of the new year, to involve the newly seated City Council.

City Manager Sanders asked for clarification on the desire for a work session. Councilor Payne specified: how student housing is approached in the Zoning Ordinance, with three subsets: core neighborhood overlay, use of Special Exception Permits, and the Board of Architectural Review purview. Councilor Oschrin added the topic of Payment in Lieu of Taxes fees.

MEETING RECESS

With no closed meeting items, Mayor Wade recessed the meeting from 5:34 p.m. to 6:30 p.m.

BUSINESS SESSION

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

ANNOUNCEMENTS

Councilor Oschrin announced the November neighborhood walk on Sunday, November 9 in the Venable neighborhood. She also announced details about election day.

COMMUNITY MATTERS

1. Kevin Cox, city resident, requested reduced speed limits on Elliot and Cherry Avenues.
2. Megan Mitchem, Albemarle County resident working with the Charlottesville ANCHOR Team, highlighted the work of ANCHOR Team members and she spoke in favor of additional ANCHOR Team funding to add a licensed clinician for FY2026.
3. Alicia Lenahan, Albemarle County resident, spoke about surveillance and in opposition to data collection through the Flock system and surveillance. She requested that Council pass a resolution that would require the unmasking of ICE agents.
4. Isis Newman, city resident, spoke in opposition to the use of the Flock surveillance system in the City of Charlottesville.
5. Sarah Malpass, Fifeville Neighborhood Association, spoke about zoning and proposed developments in the Fiveville, 10th & Page, Westhaven and West Main Street neighborhoods, stating that members of the Fifeville neighborhood feel like there was not adequate engagement with them on consideration of zoning changes near 7th Street. She voiced support for revisiting the consideration of reducing speeds on Cherry Avenue to 25 miles per hour.
6. Wendy Gao, PHAR (Public Housing Association of Residents), stated that a January work session about zoning is not soon enough because developments could be well into construction by then. She spoke about affordable housing efforts, student housing, negative impacts of high-rise developments near Westhaven, and in opposition to renewing the Flock surveillance contract.
7. Joy Johnson, city resident and Chair of PHAR, corrected a statistic mentioned at the previous City Council meeting about the size of UVA's endowment fund. She expressed concern about the rise in housing costs without comparable increases in pay. She shared a story about a negative impact of placing a high-rise development near an existing neighborhood.
8. Robin Hoffman, city resident, spoke about the upcoming gubernatorial election and about telling family histories through video with Charlottesville Public Access TV.

9. Frank Bechter, city resident, spoke about democracy in the process of approving the Certificate of Appropriateness in relation to a proposed luxury student housing building on West Main Street.

CONSENT AGENDA

Clerk of Council Kyna Thomas read the following Consent Agenda items into the record, and on motion by Pinkston, seconded by Payne, Council by a vote of 5-0 adopted the Consent Agenda (Ayes: Oschrein, Payne, Pinkston, Snook, Wade; Noes: none).

3. RESOLUTION to appropriate funds from the Virginia Department of Criminal Justice Services Edward Byrne Memorial Justice Grant in the amount of \$150,000 (2nd reading)

The City of Charlottesville, on behalf of the Albemarle-Charlottesville Therapeutic Docket program, received a Department of Criminal Justice Services grant under the federal Edward Byrne Memorial Justice Assistance Grant program in the amount of \$150,000 for operation of the Therapeutic Docket program, which is run by Offender Aid and Restoration (O.A.R.). The City of Charlottesville serves as fiscal agent for the Department of Criminal Justice Services grant.

RESOLUTION TO APPROPRIATE

Virginia Department of Criminal Justice Services Edward Byrne Memorial Justice Assistance Grant in the amount of \$150,000

WHEREAS, the Virginia Department of Criminal Justice Services Court of Virginia awarded an Edward Byrne Memorial Justice Assistance Grant in the amount of \$150,000 for the Albemarle-Charlottesville Therapeutic Docket in order to fund salaries, benefits, and operating expenses; and

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

WHEREAS, the City of Charlottesville and Albemarle County both have dedicated local matches to this grant, totaling \$186,539; and

WHEREAS, the grant award covers the period October 1, 2025 through June 30, 2027.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$150,000, received as a grant from the Virginia Department of Criminal Justice Services, is hereby appropriated in the following manner:

Revenues

\$150,000 Fund: 211 Internal Order: #1900616 G/L Account: 430110

Expenditures

\$150,000 Fund: 200 Internal Order: #1900616 G/L Account: 430110

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$150,000 from the Virginia Department of Criminal Justice Services.

4. RESOLUTION to allocate \$650,000 of Capital Improvement Program (CIP) Contingency Funds for an Infrastructure Study and Model (2nd reading)

To prepare for the impacts of growth and development in Charlottesville, city staff proposed a consultant-supported infrastructure study and model. This project will provide detailed population growth and development projections and modeling to allow the assessment of projected growth on city infrastructure systems.

RESOLUTION

To Allocate \$650,000 from the Capital Improvement Program Contingency Fund

WHEREAS per the City of Charlottesville's financial policy, year-end surpluses from the City's General Fund are transferred to the CIP contingency Fund where they accumulate until appropriated by the City Council for expenditure; and

WHEREAS the City Manager has made a recommendation and request to allocate a portion of the contingency funds for a one-time expenditure not previously appropriated; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$650,000 is hereby allocated from currently appropriated funds in the CIP Contingency Fund for the commissioning of a study of infrastructure and public service capacity relative to growth projections under the Charlottesville Development Code, including a transportation study to be submitted to the Virginia Department of Transportation.

5. RESOLUTION Accepting BAMA Works Special Event Funding of \$51,950

The City of Charlottesville, Virginia's, Parks and Recreation Department, through a partnership with the BAMA Works Fund, received financial sponsorship to host several special events in the community. These special events include two Sunday Sundown events at Washington Park, two Sounds of Summer events, and the annual Downtown Safe Halloween festival on the Downtown Mall. The BAMA Works Fund provided over \$50,000 in financial support for these events.

RESOLUTION

To accept Special Events Sponsorships - \$51,950

WHEREAS, the City of Charlottesville, Virginia's, Parks and Recreation Department, through a partnership with the BAMA Works Fund, has received generous financial sponsorship to host two (2) Sunday Sundown events at Washington Park, two (2) Sounds of Summer events, and the annual Downtown Safe Halloween festival on the Downtown Mall.

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

Revenues (\$51,950)

Fund: 105

Internal Order: 2000121

G/L Account: 451020

Expenditures (\$51,950)

Fund: 105

Internal Order: 2000121

G/L Account: 599999; and

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of the donations.

6. RESOLUTION Accepting Pen Park Lane (Lochlyn Hill Phase II & III Subdivision) into City Street System for Maintenance Purposes

To help provide for public safety and ensure the integrity of its roads and streets and the appropriate use of public rights-of-way, the City adopts Resolutions accepting streets that have been built to specifications and standards required by City approved subdivision plans into the City Street System for maintenance purposes. Meadowcreek Development, LLC, has requested that the City accept Pen Park Lane, located in the Lochlyn Hill Phase II & III Subdivision, into the City Street System for maintenance purposes.

RESOLUTION
Accepting Pen Park Lane in the Lochlyn Hill Phase II & III Subdivision,
Into the City Street System for Maintenance

WHEREAS, Meadowcreek Development, LLC submitted to the City of Charlottesville (the “City”), Department of Public Works (the “Department”) a subdivision plan (“Lochlyn Hill – Phase II & III”) for approval; and

WHEREAS, the subdivision plan was originally approved by the Department on June 27, 2016; and

WHEREAS, the subdivision plan located on Pen Park Lane (the “Street ”), has now been completed by the developer; and

WHEREAS, the Public Services Manager for the City requested the City accept the Street into the City’s street system for maintenance; and

WHEREAS, City staff has inspected the Street of the subdivision plan and recommends the acceptance into the City’s street system for maintenance; and

WHEREAS, The Street has been built to the specifications and standards required by the city approved plan.

NOW, THEREFORE BE IT RESOLVED, by the Council of the City of Charlottesville, Virginia, on recommendation of the Department that the Street of Lochlyn Hill – Phase II & III Subdivision, namely, Pen Park Lane as shown on the attached drawing, is hereby accepted into the City Street system for maintenance.

CITY MANAGER REPORT

Public Art Program

James Freas, Deputy City Manager, presented an overview of a proposed Public Art Program along with three recommendations:

- 1) public art should be managed and maintained by the City rather than through a separate entity;
- 2) establish a Public Art Committee responsible for developing criteria for the management of the city’s public art collection, including the solicitation or acquisition of new pieces and de-ascension or removal of public art; and
- 3) include the creation and management of memorials as a specific type of public art in the purview of the committee.

Staff completed a draft ordinance for discussion at a future work session, along with recommendations for potential staffing and other associated program costs. Councilor Snook asked about First Amendment issues and City Attorney John Maddux voiced that Council could use art to express its voice.

Councilors expressed support for a public art program and a desire to discuss parameters during a work session early in 2026.

ACTION ITEMS

7. PUBLIC HEARING and ORDINANCE to vacate Clarke Court, a City-maintained street (layover)

Matt Alfele, Development Planning Manager, presented the item for public hearing. The Jefferson Scholars Foundation (JSF; “Applicant”) requested the vacation of Clarke Court (a City-maintained street). The request

is part of the Applicant's long-range Strategic Plan. This Strategic Plan includes evaluating what facilities are needed to support the current and future Programs. In general, the Applicant is looking for flexibility by vacating Clarke Court in anticipation of future needs.

Staff recommended denial of the request based on:

- insufficient development details from the Applicant to evaluate long-term impacts on utilities, access and circulation;
- Existing water, gas and sewer infrastructure within Clarke Court would be compromised or require complex reconfiguration without requiring engineered plans or secured easements to be submitted for review; and
- Loss of five public parking spaces and potential adverse traffic/circulation effects for nearby businesses.

In response to a question about the current usage of the five parking spaces, City Engineer Brennen Duncan stated that a parking study has not been conducted. He offered an anecdotal summary of parking usage.

Helen Dwyer, speaking on behalf of the Applicant, presented a case for vacating Clarke Court. Ms. Dwyer and Jay Kessler answered questions for Council.

Mr. Alfele clarified that valuation of the property is determined at the staff level.

Mayor Wade opened the public hearing.

- Frank Bechter, city resident, requested as much transparency as possible, including scenarios.

With no additional speakers, the public hearing was closed, and Council engaged in discussion, asking clarifying questions.

Ms. Dwyer stated that the JSF has expanded the size of the professor and graduate student community and needs to accommodate its growth.

Councilor Payne spoke in opposition, noting the need to follow established processes for land vacation. Councilor Oschrein indicated a desire to follow staff's recommendation. Councilor Snook requested language in the ordinance to expressly state the amount of funds involved as conditions for negotiation and the placement of utility easements. Vice Mayor Pinkston noted corrections needed to the ordinance, and Mayor Wade indicated support for the ordinance.

On motion by Pinkston, seconded by Snook, Council by a vote of 3-2 indicated a desire for the area to be vacated and purchased by the adjoining landowners, The Jefferson Foundation, and further asking staff to enter negotiations for purchase of the land that the City could be vacating, and to bring back a final ordinance for a second reading and vote. (Ayes: Pinkston, Snook, Wade; Noes: Oschrein, Payne).

8. BY MOTION Endorsement of the 2026 TJPDC Regional Legislative Program

David Blount, Thomas Jefferson Planning District (TJPDC) Director of Legislative Services, presented the 2026 TJPDC Regional Legislative Program with recommendations in the areas of: Public Education Funding, Budget and Funding, Land Use and Growth Management, Broadband, Children's Services Act, Economic and Workforce Development, Education, Environmental and Water Quality, General Government, Health and Human Services, Housing, Public Safety, and Transportation.

On motion by Snook, seconded by Pinkston, Council voted 5-0 to endorse the TJPDC 2026 Legislative Program with the exceptions of the following statements:

- “We oppose legislation mandating expansion of the Chesapeake Bay Preservation Act’s coverage area.”
- “The state should maintain the principles of sovereign immunity for local governments and their employees, to include regional jail officers.”
- “We believe accessory dwelling units should not be mandated, and that local governments should retain the authority to regulate them.”

9. **ORDINANCE creating Lumos Networks, Inc. d/b/a Segra Franchise Agreement**

Brennen Duncan, City Engineer, presented the request for a Franchise Agreement with Lumos Networks, Inc. d/b/a Segra. He stated that as new renewals come up, language will be included in the Franchise Agreements to ensure enforceable requirements for those utilities detaching from poles and address ADA compliance with utility pole installation or removal.

On motion by Payne, seconded by Oschrein, Council by a vote of 5-0 (Ayes: Oschrein, Payne, Pinkston, Snook, Wade; Noes: none), adopted **AN ORDINANCE GRANTING A FRANCHISE TO LUMOS NETWORKS, INC. d/b/a SEGRA, ITS SUCCESSORS AND ASSIGNS TO USE THE STREETS AND OTHER PUBLIC PLACES OF THE CITY OF CHARLOTTESVILLE, VIRGINIA FOR ITS POLE, WIRES, CONDUITS, CABLES AND FIXTURES, FOR A PERIOD OF FIVE (5) YEARS**, and waiving the second reading.

10. **ORDINANCE to authorize the abandonment of a portion of the existing trail easement with the Locust Meadows Owners Association and allow recording of an updated easement and plat**

Chris Gensic, Park and Trail Planner, presented the request. The City of Charlottesville, Virginia ("City"), holds a trail easement along lower Meadow Creek on property owned by the Locust Meadows Owners Association. City Staff, or its agent, has completed the engineering to construct the stone dust trail along the easement. Said engineering work determined that the alignment of the trail at the northern end, including a bridge across a wetland outfall, will need to shift ten (10) to fifteen (15) feet from where City Staff first anticipated the alignment. To re-align the easement to the better trail and bridge location, an update to the easement is required. Since that will require abandonment of a section of existing easement, City Council action is necessary.

On motion by Payne, seconded by Oschrein, Council by a vote of 5-0 (Ayes: Oschrein, Payne, Pinkston, Snook, Wade; Noes: none), adopted the **ORDINANCE FOR AMENDMENT OF DEED OF EASEMENT (TMP: 48A-41AA)** and waiving the second reading.

11. **ORDINANCE amending City Code Article XVI. - Police Civilian Oversight Board (layover)**

James Walker, Acting Director of the Office of Police Civilian Oversight, introduced the Ordinance amending City Code Article XVI. — Police Civilian Oversight Board. Updates were discussed at a joint work session on September 11, 2025.

Council agreed to move the item to the November 17, 2025, City Council consent agenda for a second reading and vote.

COMMUNITY MATTERS (2)

Mayor Wade opened the floor for comments from the public.

- Ralph Brown expressed issues with the vacation of Clarke Court, as discussed earlier in the meeting. He asked about the public benefit of the property vacation and the loss of potential student housing or development, and he requested that Council vote against the ordinance upon the second reading.

- Robin Hoffman, city resident, spoke about public art in various cities, and she suggested that Hamilton Glass lead the Arts board in Charlottesville.
- Joy Johnson, city resident and Chair of PHAR, spoke about questions regarding low-income housing in the neighborhoods that feed Venable Elementary, and the reasons why Venable enrollment has increased. She recommended that UVA house student on their own property.

ADJOURNMENT

On motion by Snook, seconded by Pinkston, Council voted unanimously to adjourn the meeting at 8:42 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

DRAFT



CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES
November 17, 2025 at 4:00 PM
Council Chamber

The Charlottesville City Council held a regular meeting on Monday, November 17, 2025. Mayor Juandiego Wade called the meeting to order at 4:01 p.m., and Clerk of Council Kyna Thomas called the roll, noting the following councilors present: Mayor Juandiego Wade, Vice Mayor Brian Pinkston and Councilors Natalie Oschrein and Lloyd Snook.

On motion by Pinkston, seconded by Oschrein, Council by a vote of 4-0 (Ayes: Oschrein, Pinkston, Snook, Wade; Noes: none; Absent: Payne) adopted the meeting agenda, as amended per staff request to remove an item related to the Dairy Road Bridge.

Councilor Michael Payne arrived at 4:03 p.m.

REPORTS

1. REPORT: JAUNT Presentation

Mike Murphy, JAUNT Chief Executive Officer, presented a report on JAUNT's paratransit service and budget. JAUNT is a public service corporation owned by five governmental entities, serving seven jurisdictions plus nonprofit agencies, celebrating its 50th anniversary in 2025. JAUNT became the ADA (Americans with Disabilities Act) service provider in 1987. Mr. Murphy noted that with the implementation of CARTA (Charlottesville Area Regional Transit Authority), the last meeting for the Regional Transit Partnership will be on November 18, 2025. Mr. Murphy stated that JAUNT is updating its scheduling software after using the same system for thirty years. The report included budget concepts for FY27 services, capital, people, and other operations considerations.

Five priorities listed for 2025-2026 were to:

- Maintain active presence as CARTA develops
- Secure written agreement for ADA service in Charlottesville
- Implement Microtransit pilot for ADA customers
- Create performance evaluation system for all team members
- Select/implement new software technologies for scheduling and planning

Mr. Murphy listed ways that the City can help:

- Continue support of our long-standing partnership
- Remember CAT changes mean Jaunt changes
- Extend fare free service provision
- Determine the timeline for Sunday service
- Advocate for transit dollars at the State level
- Track the future of Infrastructure Investment and Job Act dollars as they phase out and provide advocacy for funding
- Celebrate our success and plan for our future.

2. REPORT: Region Ten Community Services Board Presentation

Dr. Lisa Beitz, Executive Director, presented a report on Region Ten Community Services Board services in Charlottesville for FY25. Region Ten serves Charlottesville and five surrounding counties. Of all localities served, Charlottesville has the highest population of clients. Some challenges noted in the

community services environment were: 1) Medicaid access, 2) behavioral health redesign, 3) workforce development and retention, and 4) community-based services infrastructure.

3. REPORT: Environmental Regulations and Policy Review Project

In the interest of time and at the request of City Manager Sanders, this item was moved to the December 1, 2025 agenda.

CLOSED MEETING

On motion by Pinkston, seconded by Snook, Council voted 5-0 (Ayes: Oschrin, Payne, Pinkston, Snook, Wade; Noes: none) to meet in closed session as authorized by Virginia Code Section 2.2-3712 for the following reasons:

1. Pursuant to Virginia Code Section 2.2-3711(A)(7) for consultation with legal counsel pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and,
2. Pursuant to Virginia Code Section 2.2-3711(A)(8) which permits closed sessions for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

On motion by Pinkston, seconded by Snook, Council by a vote of 5-0 (Ayes: Oschrin, Payne, Pinkston, Snook, Wade; Noes: none) certified that to the best of each Council member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the Motion convening the closed session were heard, discussed, or considered in the closed session.

BUSINESS SESSION

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

ANNOUNCEMENTS

Councilor Oschrin announced Saturday morning bike rides, meeting at the bike rack near City Market.

Mayor Wade announced the 50th anniversary for JAUNT, and the callout for JAUNT impact stories from community members.

RECOGNITIONS/PROCLAMATIONS

- **PROCLAMATION: Restorative Justice Week, November 16-22, 2025**
Councilor Oschrin presented the Restorative Justice Week proclamation to Ashley Cinalli-Mathews, Central Virginia Community Justice Executive Director, who shared a story about restorative justice after a local incident.
- **RESOLUTION of RECOGNITION: 100th Birthday Recognition for Teresa Walker-Price**
Mayor Wade presented the Resolution of Recognition to Ms. Teresa Walker-Price.

COMMUNITY MATTERS

Mayor Wade invited Ms. Delia Cohen to speak about a TEDx program all day on March 11, 2026 (proximityforjustice.org or email info@proximityforjustice.org), at Fluvanna Correctional Center for Women, then he opened the floor for comments from the public.

1. Adrienne Dent, city resident, rebutted comments made by Jefferson Scholars regarding the vacation of Clarke Court during the November 3, 2025, City Council meeting, and she expressed concerns about the City Council vote of 3-2 to vacate the street. She requested reconsideration of the vote and reconsideration of allowing public comments over Zoom.
2. Joy Johnson, city resident and Chair of PHAR (Piedmont Housing Association of Residents), requested that City Council consider changing the zoning code to stop LV Collective and Landmark luxury apartments.
3. Lucy Gunter, city resident, expressed interest in seeing public housing development on West Main Street. They asked why more public housing has not been built in the last 30 years.
4. Aylin Dutt, UVA student and Friends of PHAR member, spoke for students against the LV Collective luxury student housing development proposal, citing data from other cities and the housing market.
5. Terry Tyree, city resident and PHAR intern, spoke in opposition to the proposed LV Collective development near the Westhaven neighborhood. She shared a list of concerns that she heard from others regarding the potential negative impacts of the development.
6. Alicia Lenahan, Albemarle County resident, spoke about public safety, protection of Constitutional rights, and a Resolution to Unmask ICE.
7. Rebecca Newell, city resident, requested a pause on the Fifeville quick-build traffic calming project scheduled for December 2025. She expressed concerns about insufficient communication from staff to the Fifeville neighborhood regarding the project. Neighborhood members were curious about how the traffic data collected led to the proposed traffic changes.
8. Sophia Merrero, city resident and PHAR organizer, spoke in opposition to the LV Collective luxury student housing development proposal on West Main Street. She requested affordable housing and holding UVA accountable for providing student housing.
9. Joe Lawson, city resident, requested a pause on the Fifeville quick-build traffic calming project scheduled for December 2025 so that feedback from neighbors can be considered and addressed, and the community can receive the data influencing the decision.
10. Frank Bechter, city resident, stated that the Zoning Code needs adjustment, and all city departments need to be on the same page. He read a comment from the city engineer stating that there is no desire to change the character of the Fifeville Neighborhood.
11. Rachel Veni, Friends of PHAR member, asked supporters of PHAR to stand to give Council a visual of those in opposition to the LV Collective proposal for luxury student housing on West Main Street.
12. Brandon Dean, new city resident, spoke about the visibility of the homelessness problem in Charlottesville. He compared the visual of homeless individuals on the Downtown Mall as compared to the lack of visibility in other areas of the city, and he asked how the issue can be fixed.

CONSENT AGENDA

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

4. MINUTES: May 19, 2025 regular meeting; October 6, 2025 regular meeting
5. ORDINANCE amending City Code Article XVI. – Police Civilian Oversight Board (2nd reading)

ORDINANCE AMENDING CITY CODE ARTICLE XVI. - POLICE CIVILIAN OVERSIGHT

BOARD TO IMPROVE OPERATIONAL FUNCTIONALITY, CLARIFY ROLES AND RESPONSIBILITIES, ESTABLISH AN OFFICE OF POLICE CIVILIAN OVERSIGHT, AND ALIGN OVERSIGHT FUNCTIONS WITH CITY POLICIES AND STATE LAW

6. RESOLUTION to appropriate Virginia Department of Historic Resources Grant Funds to Jefferson School African American Heritage Center - \$500,000 (layover)
7. RESOLUTION to approve Critical Slope Special Exception at 1000 2nd Street SE

RESOLUTION APPROVING A REQUEST FOR A CRITICAL SLOPES SPECIAL EXCEPTION FOR PROPERTY LOCATED AT 1000 2nd STREET SE, TMP #270050001 SUB-LOT 6-B

WHEREAS, Joseph Baber (“Landowner”) is the current owner of a lot identified on the 2025 City Tax Map 27 as Parcel No. 50001 (City Parcel Identification No. 270050001), having an area of approximately 0.084 acres (2,340 square feet); (“Subject Property”); and

WHEREAS, the Landowner wishes to improve the Subject Property by building between two (2) and five (5) residential dwelling units (“Project”); and

WHEREAS, the Project is described in more detail within the Landowner’s application materials submitted in connection with Application PL-25-0066 (“Application”), as required by City Development Code (“DC”) Sec. 34-5.2.16.B.2 (collectively, “Application Materials”); and

WHEREAS, the City of Charlottesville Planning Commission (“PC”) made a recommendation of approval at its October 14, 2025, Public Meeting per City Development Code Sec. 34-5.2.16.C.3.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Charlottesville, Virginia (“City Council”), upon consideration of the PC’s recommendation and the City Staff Report discussing the Application, as well as the factors set forth within City DC Sec. 34-5.2.16.D, that City Council finds and determines that granting the proposed Critical Slopes Special Exception would serve the public necessity, convenience, general welfare, or good zoning practice; and

BE IT FURTHER RESOLVED, by City Council, pursuant to City DC Secs. 4.10.1.D and 34-5.2.16, a Critical Slopes Special Exception is hereby approved and granted to authorize the Project and permit installation of between two (2) and five (5) residential dwelling units consistent with the Application Materials for the Subject Property with the following conditions:

1. An advanced erosion and sediment control measures to be in place before, during, and after construction as approved by the VSMP Administrator;
2. Engineered retaining structures designed to blend with the natural landscape; and
3. A detailed landscaping and re-vegetation plan using native species to permanently stabilize all disturbed areas upon completion of the project.

CITY MANAGER REPORT

FY 2026 First Quarter Financial Report

City Treasurer Jason Vandever provided an overview of the City’s retirement plans, overseen by the Retirement Commission.

Budget and Grants Management Director Krisy Hammill, provided the FY 2026 1st Quarter Financial Review, stating that after multiple months of declines, there has been a slight upward trend for both meals and sales tax, among other adjustments.

Brian Ray from the Office of Budget and Grants Management, demonstrated the Budget Explorer tool available on the city website.

Ms. Hammill and Deputy City Manager James Freas debuted a Capital Improvement Program (CIP) Quarterly Report interactive tool available on the city website. Ms. Hammill announced the planned release of a CIP Book on November 18, all the CIP budgets in draft form for future budget discussions.

City Manager Sam Sanders summarized the benefits of the new transparency tools. He also responded to comments made by members of the Fifeville Neighborhood regarding public engagement, stating that he will look into their concerns.

ACTION ITEMS

8. RESOLUTION Authorizing a Lease Agreement Extension for Carver Recreation Center

Riaan Anthony, Director of Parks and Recreation, presented the request to adopt the resolution authorizing the execution of the attached Lease Agreement Extension through June 30, 2026, and authorize Parks and Recreation Staff to finalize the long-term Lease Agreement with the Jefferson School Foundation.

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

RESOLUTION AUTHORIZING THE EXTENSION OF THE CARVER RECREATION CENTER LEASE AGREEMENT WITH THE JEFFERSON SCHOOL FOUNDATION THROUGH JUNE 30, 2026

WHEREAS, the City of Charlottesville, through its Department of Parks and Recreation, has maintained a 15-year lease agreement with the Jefferson School Foundation (JSF), a Virginia nonprofit, nonstock corporation and successor in interest to the Jefferson School Community Partnership, L.L.L.P., for the operation of the Carver Recreation Center located within the Jefferson School City Center; and

WHEREAS, Carver Recreation Center continues to serve as a vital hub for wellness, learning, and social connection, promoting the values of resilience, inclusion, and community well-being; and

WHEREAS, the current lease agreement between the City of Charlottesville and the Jefferson School Foundation is set to expire in March 2026, and an extension is necessary to align the agreement with the City's fiscal year cycle (July 1 – June 30); and

WHEREAS, extending the current lease through June 30, 2026, will ensure uninterrupted operations and allow sufficient time for staff to negotiate a new long-term lease that reflects current operational needs, fiscal responsibility, and community use priorities; and

WHEREAS, there is no fiscal impact associated with this action, as operational funding for the Carver Recreation Center has already been appropriated within the Parks and Recreation Department's Fiscal Year 2026 budget;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the City Council hereby authorizes the extension of the existing lease agreement with the Jefferson School Foundation through June 30, 2026; and

BE IT FURTHER RESOLVED that City staff are authorized to finalize and execute all necessary documents to effectuate this lease extension and to continue negotiations toward a new long-term lease agreement that will ensure the ongoing success and community value of the Carver Recreation Center.

9. RESOLUTION to approve establishment of a Sister City partnership with Huehuetenango, Guatemala

Edward Herring, Charlottesville Sister Cities Commission (CSCC) Chairperson and Kristen Petros, CSCC member, made a presentation to request elevating the status of Huehuetenango, Guatemala, from Friendship City to a full Sister City relationship. Mr. Herring provided background information about the steps taken to arrive at this point of solidifying a Sistership.

Ms. Petros shared information about her background with Guatemala, making the Sister City relationship meaningful and valuable.

Since the establishment of the Friendship City relationship between the City of Charlottesville and Huehuetenango, Guatemala, the cities have engaged in mutually beneficial exchanges rooted in cultural appreciation, educational connections, and community engagement. This relationship has grown steadily through active participation from both cities and with the support of local organizations, including the GuateMaya Alliance (formerly the Ixtatan Foundation), which has played a key role in fostering ties between our communities. This partnership reflects values that align with the mission of the Sister City program, including cross-cultural understanding, grassroots collaboration, and people-to-people diplomacy. Huehuetenango and Charlottesville share many areas of mutual interest and potential for continued collaboration, from arts and education to sustainable development and civic engagement. Given the demonstrated commitment on both sides and the growing momentum of engagement, the CSCC and New City Committee fully supports the elevation of Huehuetenango to official Sister City status and recommends the City Council to approve this next step.

Mayor Wade expounded on the local Charlottesville delegation visit to Huehuetenango and concurred with the possibilities for partnership.

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

**RESOLUTION
To Authorize Establishment of a Sister City Partnership
with Huehuetenango, Guatemala**

WHEREAS, the Charlottesville Sister Cities Commission (CSCC), a member of Sister Cities International, received authorization by resolution approved by the City Council on December 7, 2020, to initiate a sistering partnership between the City of Charlottesville, USA, and Huehuetenango City, Guatemala; and

WHEREAS, on May 23, 2021, the Mayor of Huehuetenango, Gustavo Adolfo Cano, accepted the invitation for the two cities to partner as "Friendship Cities," and since then, both cities have remained actively engaged in the process of mutual discovery, including an exploratory visit by a

Huehuetenango delegation to Charlottesville in November 2023, followed by a reciprocal visit from a Charlottesville delegation to Huehuetenango in October 2025; and

WHEREAS, in response to community interest in establishing a Spanish-speaking Sister City, the CSCC conducted a robust selection process with significant community engagement and recommended Huehuetenango as Charlottesville’s newest candidate for a Sister City partnership; and

WHEREAS, Huehuetenango and Charlottesville are well-matched as Sister Cities, based on shared values, cultural similarities, and strong support from individuals and organizations in both communities, including ongoing collaboration with the local advocacy group, GuateMaya Alliance; and

WHEREAS, the Charlottesville Sister Cities Commission has formally approved the advancement of the partnership between the two cities;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, USA, that a Sister City partnership between Charlottesville and Huehuetenango is hereby officially established; and

BE IT FURTHER RESOLVED, that the City Council approves the Memorandum of Understanding between the two cities, which formalizes the terms, goals, and commitments of the Sister City partnership.

COMMUNITY MATTERS (2)

Mayor Wade opened the floor for comments from the public.

- Joe Lawson, Fifeville resident, expressed thanks and spoke about data regarding speeding in the neighborhood. He also stated that with the attempt to remove disproportionate policing in the neighborhood, policing has been taken away completely, and he would like to have traffic enforcement.
- Joy Johnson, Chair of PHAR, explained why she continues to speak out at City Council meetings, stating that she speaks for people who need deeply affordable housing. She also spoke about the loss of public housing units eligible for vouchers.

ADJOURNMENT

On motion by Pinkston, seconded by Oschrein, Council voted 5-0 to adjourn the meeting at 8:25 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council



CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES
December 1, 2025 at 4:00 PM
Council Chamber

The Charlottesville City Council held a regular meeting on Monday, December 1, 2025. Mayor Juandiego Wade called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting the following councilors present: Mayor Juandiego Wade, Vice Mayor Brian Pinkston and Councilors Natalie Oschrein and Lloyd Snook.

On motion by Pinkston, seconded by Oschrein, Council by a vote of 4-0 (Ayes: Oschrein, Pinkston, Snook, Wade; Noes: none) adopted the meeting agenda. Councilor Payne joined the meeting at 4:01 p.m.

REPORTS

1. REPORT: Transportation Budget Brief

City Manager Samuel Sanders, Jr., made a presentation to inform City Council and the public on needs to enhance transit service, with the goal of improving Charlottesville Area Transit (CAT) operations over the next four years. Whereas previous studies indicated a need for 82 drivers to staff optimal operations, additional analysis indicated that 108 operators are needed, beginning with 67 current drivers and adding 10 to 11 operators each year for the next four years (and support staff). The additional staffing would allow for reintroducing Sunday service in year three once CAT has over 90 operators. Improvements and increased staffing would also support more frequent routes. Regarding the recruitment of transit drivers, Mr. Sanders reminded Council of the need to pace increases in staffing.

Mr. Sanders shared transportation infrastructure goals:

- Transition 100% of the CAT transit fleet to Zero-emission vehicles – by 2050 (original target 2040)
- New maintenance facility to support zero-emission vehicles (Battery Electric and Hydrogen Fuel Cell Buses)
- Install ADA compliant bus pads and shelters at high ridership stops – Phase 1.

Various infrastructure projects that would enhance transportation are bus stops and shelters, sidewalks, urgent infrastructure improvements, Safe Routes to School, and ADA Transition Plan priorities. Mr. Sanders noted some infrastructure challenges with the Meadowcreek Trail, Pollocks Branch Bridge, and East High Streetscape, referencing some scoping adjustments and some construction issues. He also shared several infrastructure success stories and upcoming construction projects, including the support of Electric Vehicle (EV) charging.

Garland Williams, Director of Transit, answered questions from Council regarding the costs to add staffing, the anticipation of non-local funds, and the extensive process for installing and changing bus stops.

Ben Chambers, Transportation Planning Manager stated that he has received mixed feedback on quick-build projects. He described plans for traffic safety improvement in the city and region through TJPDC (Thomas Jefferson Planning District) and explained strategies for addressing city speed limits.

Councilor Oschrein requested exploring the feasibility of incorporating smaller fire trucks to mitigate some issues with traffic calming measures throughout the city.

Councilors asked questions about the reporting of issues at bus stops, and Councilor Oschrein encouraged the use of the MyCville app.

CLOSED MEETING

On motion by Pinkston, seconded by Payne, Council voted 5-0 (Ayes: Oschrin, Payne, Pinkston, Snook, Wade; Noes: none) to meet in closed session as authorized by Virginia Code Section 2.2-3712 for the following reason:

1. Pursuant to Virginia Code Section 2.2-3711(A)(1) for discussion and consideration of prospective candidates to be appointed to the following boards and/or committees:
 - i. The Police Citizen Oversight Board; and
 - ii. The City Planning Commission

On motion by Pinkston, seconded by Oschrin, Council by a vote of 5-0 (Ayes: Oschrin, Payne, Pinkston, Snook, Wade; Noes: none) certified that to the best of each Council member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the Motion convening the closed session were heard, discussed, or considered in the closed session.

BUSINESS SESSION

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

ANNOUNCEMENTS

Mayor Wade announced a two-hour delay for schools on Dec 2nd, and the December 13 Wreaths Across America event at 11 a.m. at the Vietnam Memorial off the 250 Bypass.

Councilor Oschrin announced the final neighborhood walk for the year Dec 14, 1:00 p.m. meeting @ McGuffey Art Center, North Downtown neighborhood.

COMMUNITY MATTERS

Mayor Wade opened the floor for comments from the public.

1. Wendy Gao, Friends of PHAR, spoke in opposition to luxury student housing developments and their negative impacts on historically Black and Brown residents.
2. Alicia Lenahan, Albemarle County resident, spoke in support of an Unmask ICE resolution proposed to City Council.
3. Terry Tyree, PHAR Intern and city resident, spoke about issues caused by projects such as the luxury student housing development proposed by the LV Collective.
4. Robin Hoffman, city resident, spoke in support of public access television.
5. Members of Friends of PHAR spoke in opposition to the LV Collective luxury student development proposal.
6. Sophia, community organizer with PHAR, spoke in opposition to the LV Collective luxury student development proposal, and spoke of the need to change the zoning code to prevent similar developments.
7. Frank Bechter, city resident, drew Council's attention to the Timmons Group Traffic Impact Analysis from September 2025, which did not reference construction traffic. He asked that maximum scrutiny be applied to infrastructure projects. He mentioned that members of his neighborhood were not aware of the implementation of one-way street conversion to enhance traffic calming.

8. Jim Snyder, homeowner in the city, spoke in opposition to the luxury student housing development proposal near the Westhaven neighborhood. He mentioned an open proposal by Amtrak for joint development of the Amtrak parking lot. He suggested a joint session for planning West Main Street development.

CONSENT AGENDA

Clerk Thomas read the following Consent Agenda items into the record, and on motion by Pinkston, seconded by Snook, Council unanimously adopted the Consent Agenda minus Item #3 at the request of Councilor Payne (Ayes: Oschrein, Payne, Pinkston, Snook, Wade; Noes: none). Councilor Payne requested removal of Item #3 for a separate vote.

2. Resolution to appropriate Virginia Department of Historic Resources Grant Funds to Jefferson School African American Heritage Center - \$500,000 (2nd reading)

RESOLUTION

Appropriating funds from the Virginia Department of Historic Resources (DHR) for the Jefferson School African American Heritage Center, \$500,000

WHEREAS the City of Charlottesville through the Virginia Department of Historic Resources has received a grant award of \$500,000 to be given to the Jefferson School African American Heritage Center (JSAAHC) to be used to support operating cost and staffing for the Center for Local Knowledge.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$500,000 received from the Virginia Department of Historic Resources is hereby appropriated in the following manner:

Revenues- \$500,000

\$500,000	Fund:209	Internal Order: 1900618	G/L Code: 430110
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Expenditures- \$500,000

\$500,000	Fund:209	Internal Order: 1900618	G/L Code: 540100
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BE IT FURTHER RESOLVED that this is appropriation is conditioned upon the receipt of \$500,000 from the Virginia Department of Historic Resources.

3. Resolution to Amend the FY 2026 Contribution to the Charlottesville-Albemarle Convention and Visitor's Bureau (CACVB) - \$167,867 (layover)

Councilor Payne requested that this item be pulled from the Consent Agenda for a separate vote and expressed apprehension about the return on investment for the City's contributions to the CACVB.

On motion by Pinkston, seconded by Snook, Council by a vote of 4-1 approved moving the resolution to the December 15 meeting for second reading and vote (Ayes: Oschrein, Pinkston, Snook, Wade; Noes: Payne).

4. Resolution to appropriate Virginia Department of Education Special Nutrition Program Child and Adult Care Food Program - \$25,000 (layover)

5. Ordinance granting a Franchise Agreement to MCI Communication Services, LLC (layover)
6. Ordinance Amending City Code Section 2-38 — Organizational meeting (layover)

CITY MANAGER REPORT

Christine Jacobs, Thomas Jefferson Planning Commission, presented an overview and update on the TJPDC (a regional political subdivision of the Commonwealth of Virginia).

Mr. Sanders stated that the police department had a successful gun buyback program, with 58 guns being turned in. He announced a joint Capital Improvement Program public hearing on December 9 with City Council and the Planning Commission, and that he plans to hold multiple community budget open forums. Regarding inclement weather proposed for overnight, he stated that City operations at the time of the meeting had no adjustments.

ACTION ITEMS

7. Public Hearing and Resolution to Consider the Exercise of Eminent Domain for the Acquisition of Right-of-Way and Easements for the Barracks and Emmet Streetscape Project

Lee Cooper, Public Works, introduced the resolution. The city's right-of-way acquisition consultant has been successful in acquiring right-of-way and easements from 9 of the 11 property owners impacted by the project. The city's consultant has been unable to reach agreement with Meadowbrook Shopping Center, LLC and Greenshire Holdings, LLC, and recommended eminent domain in order to allow the road improvement project.

Mayor Wade opened the public hearing.

- Peter Krebs, Piedmont Environmental Council, spoke in favor of the resolution.

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

On motion by Pinkston, seconded by Oschrin, Council voted 5-0 (Ayes: Oschrin, Payne, Pinkston, Snook, Wade; Noes: none) to approve the resolution.

RESOLUTION AUTHORIZING THE ACQUISITION FOR PUBLIC PURPOSES BY PURCHASE OR CONDEMNATION OF REAL PROPERTY FOR THE BARRACKS ROAD AND EMMET STREETSCAPE PROJECT

WHEREAS, the City of Charlottesville, Virginia ("City"), has obtained approval to construct the Barracks Road and Emmet Streetscape Project within the City that will provide intersection improvements along with sidewalk improvements for its citizens ("Projects"); and

WHEREAS, providing safe roadways and pedestrian access is a public purpose for which the City is authorized to enter upon and take possession of property before the conclusion of condemnation proceedings, including the procedures in Chapter 3, § 25.1-300 et seq., of Title 25.1 of the Code of Virginia, 1950, as amended ("Virginia Code"); and

WHEREAS, pursuant to Virginia Code §§ 15.2-1901, 15.2-1901.1, 15.2-1902, 15.2-1903, and 15.2-1904, the City is authorized to acquire by condemnation necessary land to permit the construction and

maintenance of the proposed road improvement to provide safer roadways to City residents, and the City is vested with the power of eminent domain for the acquisition of land for the purposes of such public use; and

WHEREAS, the City Council of the City of Charlottesville, Virginia (“City Council”), finds that it is necessary to obtain certain properties, listed and attached hereto (“Properties”), which are in the City, to be used for the construction of the Projects; and

WHEREAS, the City has made a bona fide but ineffectual effort to purchase the Properties from the owner of the Properties (“Owners”) hereto attached, having previously established the just compensation therefor and having promptly offered in writing to pay the same to the Owners, which offer was rejected; and

WHEREAS, the City has made every reasonable effort to acquire the Properties by negotiation; and

WHEREAS, a Public Hearing on the subject matter of this Resolution was duly held on December 1, 2025, as required by Virginia Code §§ 15.2-1903 and -1905(C), at which City Council declared its intent to enter and take the Properties for the purposes of /to the citizens of the City, an inherently public use under Virginia Code § 15.2-1904(A); and

WHEREAS, the compensation offered to the Owners by the City for the Properties is in accordance with the City’s determination of just compensation.

NOW THEREFORE, BE IT OFFICIALLY RESOLVED, that, after due consideration, City Council hereby approves and adopts the following resolutions:

BE IT FURTHER RESOLVED, that the construction, operation, and maintenance of the Projects are approved as a critical public use, necessary to ensure the health, safety, and welfare of the members of the public served by the City; and

BE IT FURTHER RESOLVED, that the acquisition of the Properties by purchase, condemnation, or other means, free and clear of any and all liens, judgments, deeds of trust, leases, or other conflicting encumbrances, is approved, such acquisition being necessary for the construction of the Projects; and

BE IT FURTHER RESOLVED, that the Properties will be used by the City for the Projects in furtherance of its public and governmental functions pursuant to the Virginia Code, and that that the acquisition of the Properties are for road improvements, which is a public use pursuant to Virginia Code §§ 1-219.1(A)(i) and (D)(iii); that no more private property is being taken, than that which is necessary to achieve the public use intended by and for the road improvements; and that this Resolution otherwise complies with Virginia Code § 1-219.1; and

BE IT FURTHER RESOLVED, that the City previously has made bona fide efforts to acquire the Properties from the Owner(s), but, to date, those efforts have been ineffectual; and

BE IF FURTHER RESOLVED, that the City does hereby authorize its City Manager, Deputy City Manager, City Project Manager, City Staff, and the City Attorney, respectively, to take all actions for and on behalf of the City, which are or may be appropriate or necessary for the City to acquire the Properties through the exercise of its power of eminent domain, including, but not limited to, any actions or proceedings necessary to achieve the transfer of defeasible title by Certificate of Take, pursuant to the procedure established in Chapter 3, § 25.1-300 et seq., Title 25.1 of the Virginia Code; the filing of any papers or pleadings with the Circuit Court of the City of Charlottesville, Virginia; and

other actions related to the initiation of any legal proceedings necessary or appropriate to acquire the Properties by eminent domain, provided, however, that nothing in this Resolution shall be construed as preventing the continued negotiation by the City Manager, Deputy City Manager, City Project Manager, City Staff, and/or the City Attorney for the acquisition by purchase, or other means, of the Properties, before the initiation of any such eminent domain proceedings; and

BE IT FURTHER RESOLVED, that City Council authorizes the payment into the Court or to the Clerk thereof, for the Owner(s)' benefit, or the issuance of a Certificate of Deposit in lieu of payment pursuant to Virginia Code §§ 15.2-1904(D) and 25.1-305(A)(2), to be issued by the City Manager, or his designee, and countersigned by the City's Finance Director, or his designee, for availability of funds; and

BE IT FURTHER RESOLVED, that all the actions taken by the City Manager, City Finance Director, City Project Manager, City Staff, and the City Attorney in connection with this matter are hereby ratified and confirmed; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately; and

BE IT FINALLY RESOLVED, that a copy of this Resolution be filed with the papers of this Meeting.

ADOPTED this 1st day of December, 2025.

8. ORDINANCE Amending City Code to Define School Zones for all Schools and Reflect their Current Names (layover)

Kyle Rodland, Safe Routes to School Coordinator, presented the ordinance request. A review of the City Code Section associated with the definition of City school zones found that several City school zones were not included in the City Code as required by state law, which could cause issues with the legality of enforcement and safety. The first step of updating this City Code Section requires that Charlottesville City Schools identify and request which City school zones should be protected under the City Code. The Charlottesville City School Board passed a Resolution on October 9, 2025, requesting this City Code amendment.

Councilor Snook pointed out the need to clarify the distance for signage placement at either 600 feet or 750 feet. He asked for clarification on the fixed blinking sign.

City Attorney Maddux asked City Council to indicate their preference for signage distance. Council agreed on 750 feet.

Council unanimously agreed to carry the item forward to the December 15 meeting, using a 750 feet signage distance.

9. RESOLUTION Approving the Eighth (8th) Amendment to the Grant Agreement for the Charlottesville Supplemental Rental Assistance Program

Madelyn Metzler, Housing Compliance Coordinator, presented the resolution proposal with staff recommendation.

This proposed Eight (8th) Grant Agreement Amendment includes changes that begin to reduce the administrative challenges that the Program faces by revising rental assistance priorities and increasing the amount of Program funds that CRHA may retain for Program administration. The rental assistance

priorities continue to include households that are homeless and/or enrolled in a local self-sufficiency program. However, the minimum and maximum numbers have been removed to improve the efficiency of moving participants through the waitlist. The amount that CRHA may retain for Program administration increased from 10% 12.5% to support the required staffing. CRHA has also requested to use a portion of the FY 2026 allocated funds to purchase software to use for CSRAP administration, which will greatly improve the processes for managing the waitlist and for quarterly reporting to the City. The Program Evaluation will focus on key areas, including Program goals, reporting requirements, the process for annual Program funding requests, and Program participant timelines.

For FY 2026, the City has allocated \$900,000 for CSRAP. This request does not require additional City funding, as the funds are part of the City's CIP. Due to a shortened time for performance, it is unlikely that all the allocated funds will be used prior to June 30, 2026. Therefore, City Staff recommended that CRHA utilize up to \$20,000 of the FY 2026 allocation to purchase and implement software for CSRAP administration. The recommendations made through the Program Evaluation will include recommendations for how to use any additional funds that will not be spent by June 30, 2026.

City Staff recommended adoption of the Resolution authorizing the approval of the Eighth Amendment to Grant Agreement for CSRAP, and to appropriate the not-to-exceed amount of \$900,000 from the FY 2026 allocated funds.

John Sales, CRHA Executive Director, answered questions about the length of waitlists for the Housing Choice Voucher program and CSRAP.

On motion by Pinkston, seconded by Oschrein, Council voted 5-0 (Ayes: Oschrein, Payne, Pinkston, Snook, Wade; Noes: none).

**RESOLUTION APPROVING THE EIGHTH AMENDMENT TO GRANT
AGREEMENT FOR THE CHARLOTTESVILLE SUPPLEMENTAL RENTAL
ASSISTANCE PROGRAM**

WHEREAS, on June 19, 2017, the City of Charlottesville, Virginia ("City"), approved the creation of the City-funded Charlottesville Supplemental Rental Assistance Program ("CSRAP"), and on April 14, 2025, the Council of the City of Charlottesville, Virginia ("City Council"), approved an allocation of \$900,000 from City Capital Improvement Program Funds to be used for CSRAP, which will be administered by the Charlottesville Redevelopment and Housing Authority ("CRHA"); and

WHEREAS, the terms and conditions under which CRHA will administer CSRAP are set forth within a written Grant Agreement with a time for performance of December 16, 2025, through June 30, 2026, which has been reviewed by City Council, this same date; and

WHEREAS, up to \$20,000 of the allocation may be used by CRHA to purchase and implement software for CSRAP administration.

NOW, THEREFORE, BE IT HEREBY OFFICIALLY RESOLVED by City Council that:

1. CSRAP shall be administered by CRHA in accordance with the terms and conditions set forth within the Eighth Amendment to the CSRAP Grant Agreement, which is hereby approved by this City Council; and
2. The City Manager is authorized to execute the CSRAP Grant Agreement on behalf of the City, and the City Manager and City Staff are authorized and directed to apply the funding allocated

above to CSRAP in accordance with the terms set out within the CSRAP Grant Agreement and within this Resolution.

10. BY MOTION Approval of the Regional Mutual Aid and Emergency Response Agreement

City Manager Sanders presented the request for endorsement to update the Regional Mutual Aid and Emergency Response Agreement.

Police Chief Michael Kochis answered a question regarding compensation from UVA to City police for certain services.

On motion by Pinkston, seconded by Snook, Council voted 3-1-1 (Ayes: Pinkston, Snook, Wade; Noes: Payne; Abstained: Oschrein) to endorse an update to the Regional Mutual Aid and Emergency Response Agreement, last formally updated in 2004.

COMMUNITY MATTERS (2)

Mayor Wade opened the floor for comments from the public.

- Terry Tyree, city resident and PHAR Intern, spoke about a show on public access television, Open Mic Open Hearts. She also expressed concerns about her unresolved reasonable accommodation public housing request from October 1.
- Angela spoke about seeing homeless people hungry and cold at Thanksgiving, with impending freezing temperatures. She made suggestions for helping homeless people stay warm during the winter.

Mayor Wade encouraged people in need to use the services of PACEM.

ADJOURNMENT

On motion by Pinkston, seconded by Snook, Council voted unanimously to adjourn the meeting at 8:21 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolution to Amend the FY 2026 Contribution to the Charlottesville-Albemarle Convention and Visitor's Bureau (CACVB) - \$167,867 (2nd reading)
Staff Contact(s):	Krisy Hammill, Director of Budget
Presenter:	Krisy Hammill, Director of Budget
Date of Proposed Action:	December 15, 2025

Issue

The City's funding for CACVB is based on a formula which was incorrectly calculated for FY26. An additional payment of \$167,923.04 is due to CACVB for FY26.

Background / Rule

The agreement specifies CACVB is to receive 30% calculation of the 5% tax, with the specification that when the tax is greater than 5% a conversion should be made to keep the amount paid based on only 5%.

Analysis

Using the formula, the City's FY26 budgeted contribution to CACVB was based on FY24 lodging tax revenues and a tax rate of 9%. However, the City's lodging tax rate in FY24 was 8% and did not increase to the current 9% rate until FY25. Revising the formula to use the correct tax rate of 8%, indicates the City's contribution amount for FY26 should be \$1,510,806. The amount included in the budget is \$1,342,939 and needs to be amended to include an additional \$167,867.

	FY 26 Calculation (CACVB Budget)	
Total Lodging Revenue	\$	8,057,631
Tax Rate		8%
Value per each 1%	\$	1,007,204
5% used for CACVB calculation	\$	5,036,019
30% of Above amount (rounded)	\$	1,510,806
Less: FY 26 Budgeted Contribution	\$	(1,342,939)
	\$	167,867

Financial Impact

This resolution seeks to use previously appropriated funds from the citywide reserve account for the payment of the additional \$167,867 due to CACVB for FY26.

Recommendation

Staff recommends approval of the resolution.

Recommended Motion (if Applicable)

Attachments

1. CACVB Budget Amendment



RESOLUTION #R-__-__
**Resolution to Amend the FY 2026 Contribution to the Charlottesville-Albemarle
Convention and Visitor's Bureau (CACVB) - \$167,867**

WHEREAS, the City of Charlottesville is party to a funding agreement for the Charlottesville-Albemarle Convention and Visitor's Bureau; and

WHEREAS, the City of Charlottesville's FY 2026 budgeted contribution for CACVB was incorrectly calculated;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that funds in the amount of \$167,867 be transferred from previously appropriated funds in the citywide reserve account as follows:

Transfer From:

\$ 167,867	Fund: 105	WBS: 1631001000	G/L Account: 599999
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Transfer To:

\$ 167,867	Fund: 105	WBS: 9783004000	G/L Account: 540090
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Date Adopted:

Certified: _____
Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resoluton to appropriate Virginia Department of Education Special Nutrition Program Child and Adult Care Food Program - \$25,000 (2nd reading)
Staff Contact(s):	Annie Sechrist, Management Specialist II
Presenter:	Annie Sechrist, Management Specialist II
Date of Proposed Action:	December 15, 2025

Issue

The Department of Parks & Recreation is requesting City Council appropriate \$25,000.00 from the Child and Adult Care Food Program of the Virginia Department of Education Special Nutrition Program. The funds will reimburse the City for providing free after-school meals to school-age children at three community centers during the school year.

Background / Rule

The City of Charlottesville, through the Department of Parks & Recreation, has received approval for reimbursement of up to \$25,000.00 from the Child and Adult Care Food Program of the Virginia Department of Education Special Nutrition Program to provide free meals to school-age children at select drop-in after-school programs.

Analysis

The Department of Parks & Recreation will operate after-school meals programs for 36 weeks during the regular school year at three (3) locations: Greenstone on 5th Community Center, Key Recreation Center, and City of Promise Tenth Street Warehouse. The reimbursement will cover the costs of meals at these locations, which also provide educational/enrichment opportunities. Dinner will be served from 4:30 p.m. to 6:30 p.m. More than 200 school-age children will be served each week during the school year. Most of the children receive free or reduced meals during the school year. The City of Charlottesville School Food Service provides the meals, which are paid for by the Department of Parks & Recreation. Parks & Recreation is then reimbursed through the Virginia Department of Education Special Nutrition Programs.

Financial Impact

There is no impact to the General Fund. The funds will be appropriated, expensed, and reimbursed to a Grants Fund. There is no required local match for this program.

Recommendation

Staff recommends approval and appropriation of funds

Recommended Motion (if Applicable)

Attachments

1. RESOLUTION- Virginia Department of Education Special Nutrition Program Child and Adult Care Food Program - \$25,000



RESOLUTION #R- 2025-422

Virginia Department of Education Special Nutrition Program Child and Adult Care Food Program - \$25,000

WHEREAS, the City of Charlottesville, through Parks and Recreation, has received approval for reimbursement up to \$25,000 from the Virginia Department of Education Special Nutrition Program to provide free dinner to children attending select drop-in afterschool centers; and

WHEREAS, the grant award covers the period from period October 1, 2025 through September 30, 2026;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the sum of \$25,000, received from the Virginia Department of Education Special Nutrition Program is hereby appropriated in the following manner:

Revenue – \$ 25,000

Fund: 209 Internal Order: 1900619 G/L: 430120

Expenditures - \$25,000

Fund: 209 Internal Order: 1900619 G/L: 530670

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$25,000 from the Virginia Department of Education Special Nutrition Program.

Date Introduced:

Date Adopted:

Certified:

Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Ordinance Amending City Code to Define School Zones for all Schools and Reflect their Current Names (2nd reading)
Staff Contact(s):	Kyle Rodland, Safe Routes to School Coordinator
Presenter:	Kyle Rodland, Safe Routes to School Coordinator
Date of Proposed Action:	December 15, 2025

Issue

Ordinance to update and amend City Code related to the definition of City school zones to ensure all City school zones are defined consistently with state law, including updating names of recently renamed City schools.

Background / Rule

A review of the City Code Section associated with the definition of City school zones found that several City school zones were not included in the City Code as required by state law, which could cause issues with the legality of enforcement and safety. The first step of updating this City Code Section requires that Charlottesville City Schools identify and request which City school zones should be protected under the City Code. The Charlottesville City School Board passed a Resolution on October 9, 2025, requesting this City Code amendment.

Analysis

Some City schools have changed names since the last time this section of the City Code was updated. The current City Code only mentions Clark Elementary, Venable Elementary, Jackson-Via Elementary, and Greenbrier Elementary Schools as places where there are school zones. This City Code Section needs to be updated to include all City schools in the City, adding Tall Oaks Elementary, Charlottesville Middle, and Charlottesville High Schools. Recently renamed City schools, including Summit Elementary (formally Clark), Trailblazer (formally Venable), and Sunrise (formally Burnley-Moran), would have their names updated in City Code to reflect their new names.

Financial Impact

There is no direct financial impact from adopting the attached Ordinance that would update the City Code definitions of school zones. Doing so does provide the Safe Routes to School Program the ability to add improved City school zone signage in enforceable City school zone locations.

Recommendation

City NDS Staff recommends that City Council adopt the attached Ordinance supporting the amending of the current City Code to include existing City school zones and the creation of all possible new City school zones.

Recommended Motion (if Applicable)

"I move adoption of the attached Ordinance amending the City code to include existing City school zones and the creation of all possible new City school zones."

Attachments

1. ORD_2025 School Zones Amendment

2. Resolution To Amend The City Code Regarding School Zones_Resolution Document-Approved at the October 9, 2025 SB Meeting



ORDINANCE #O-__-__
AMENDING AND RE-ORDAINING SECTION 15-98 OF THE CHARLOTTESVILLE CITY CODE, “MAXIMUM LIMITS IN SCHOOL ZONES,” TO INCLUDE ALL CHARLOTTESVILLE CITY SCHOOL DIVISION SCHOOLS WITHIN CITY BOUNDARIES AND TO REFLECT THEIR CURRENT NAMES

WHEREAS this Ordinance’s purpose is to reduce speed limits around school crossings pursuant to authority granted by Virginia Code § 46.2-873; and

WHEREAS the purpose of reduced speed limits within school zones is to ensure the health, welfare, and safety of anyone who walks, bikes, or drives in the vicinity of schools by allowing drivers more time to react, to increase the chance of avoiding a collision, and to reduce the severity of injury in the event of a collision; and

WHEREAS Charlottesville City Code Section 15-98, which governs speed limits within school zones, needs to be updated to identify the names of all schools within City boundaries, to reflect the current names of all schools, and to align with current applicable school boundaries; and

WHEREAS the Charlottesville City School Board, on October 9, 2025, adopted a Resolution to amend Charlottesville City Code Section 15-98 to reflect current school names, existing school zone locations, and sign placement in alignment with Virginia Code § 46.2-873.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Charlottesville, Virginia, that Charlottesville City Code Section 15-98 is hereby amended and re-ordained to read as follows:

The maximum speed limit shall be twenty-five (25) miles per hour between portable signs, tilt-over signs or fixed blinking signs placed in or along any street and bearing the word “School” or the words “School Crossing.” In the school crossing zones surrounding Charlottesville High School; Charlottesville Middle School; Walker Upper Elementary School; Sunrise Elementary School (formerly Burnley-Moran); Summit Elementary School (formerly Clark); Greenbrier Elementary School; Jackson-Via Elementary School; Tall Oaks Elementary School (formerly Johnson); and Trailblazer Elementary School (formerly Venable), the maximum speed limit shall be fifteen (15) miles per hour between portable signs, tilt-over signs or fixed blinking signs placed in or along any street and bearing the word “School” or the words “School Crossing.” Any signs erected under this section shall be placed not more than six hundred (600) feet from the limits of the school property or crossing in the vicinity of the school which is used by children going to and from the school; provided, that such crossings are not more than five hundred (500) yards from the limits of the school property and the city council approves such crossing for such signs. Such portable signs shall be furnished and delivered by the city. It shall be the duty of the principal or chief administrative officer of each school or some responsible person designated by the school board, preferably not a classroom teacher, to place such portable signs in the street at a point not more than seven hundred fifty (750) feet from the limits of the school property and remove such signs when their presence is no longer required by this section. Such portable signs

shall be placed in position plainly visible to vehicular traffic approaching from either direction but shall not be placed so as to obstruct the street. Such portable signs, tilt-over signs or blinking signals shall be in a position or be turned on for thirty (30) minutes preceding regular school hours and for thirty (30) minutes thereafter and during such other times as the presence of children are in such school property or going to and from school reasonably requires a special warning to motorists.

It is expressly understood that the names and locations of the above-referenced schools, or any newly constructed or acquired schools, may be amended or added by the Charlottesville City School Board from time-to-time, and this Ordinance shall be considered henceforth as amended to reflect the most current names and locations.

Date Introduced: December 1, 2025

Date Adopted: _____

Certified: _____
Clerk of Council

Aye No

Oschrin	—	—
Payne	—	—
Pinkston	—	—
Snook	—	—
Wade	—	—



A RESOLUTION TO AMEND THE CITY CODE REGARDING SCHOOL ZONES

WHEREAS, the Charlottesville City School Board is committed to ensuring the safety of all students, staff, and families who walk, bike, or are driven to and from school; and

WHEREAS, a review by City staff, including the City Attorney, Traffic Engineer, and Safe Routes to School Coordinator, has advised that the City of Charlottesville's Code Section 15-98, which governs speed limits in school zones, needs to be updated to reflect current school names, existing school zone locations, and alignment with applicable current State Statute speed limits for safe travel in school zones; and

WHEREAS, the City Code needs to list all Charlottesville City School Division schools within the City boundaries and reflect their current names:

- **Charlottesville High School**
- **Charlottesville Middle School**
- **Walker Upper Elementary School**
- **Sunrise Elementary** (formerly Burnley-Moran)
- **Tall Oaks Elementary** (formerly Johnson)
- **Trailblazer Elementary** (formerly Venable)
- **Summit Elementary** (formerly Clark)

WHEREAS, under Virginia Code Title 46.2, Subtitle III, Subsection H, the Charlottesville City School Board is authorized to request a maximum speed limit in school zones of 15 mph, provided the local governing body enacts an ordinance to codify this change; and

WHEREAS, a speed limit of 15 mph in school zones enhances the safety of students and pedestrians and aligns with the City's Safe Routes to School program;

THEREFORE, BE IT RESOLVED, that the Charlottesville City School Board hereby requests that the Charlottesville City Council act to amend the City Code to:

1. **Identify** each existing school zone within the city limits.
2. **Reduce the maximum speed limit** from 25 mph to 15 mph in the designated school zones.
3. **Update the names** of all schools listed in the City Code to reflect current names, including those listed in this resolution.

BE IT FURTHER RESOLVED, that the Charlottesville City School Board authorizes the Chief Operations Officer to transmit this resolution to the Charlottesville City Council and to

collaborate with City staff to ensure the timely and effective implementation of these safety measures.

ADOPTED by the Charlottesville City School Board on this **9th** day of **October, 2025**.

ATTEST:

A handwritten signature in cursive script, reading "Leslie B. Thacker", written over a horizontal line.

Leslie Thacker, Clerk of the Board

A handwritten signature in cursive script, reading "Emily Dooley", written over a horizontal line.

Emily Dooley, School Board Chair

Policy Briefing Summary

City Council



Regarding:	Ordinance granting a Franchise Agreement to MCI Communication Services, LLC (2nd reading)
Staff Contact(s):	Brennen Duncan, City Engineer
Presenter:	Brennen Duncan, City Engineer
Date of Proposed Action:	December 15, 2025

Issue

MCI Communications Services, LLC, has requested approval of an ordinance granting a renewed franchise agreement with the City of Charlottesville. The company's prior agreement has expired, and renewal is required to maintain authorization for MCI's telecommunications facilities located within the City's Public Right-of-Way (PROW). This renewal also highlights ongoing challenges related to "double poles" and delayed transfer of telecommunication lines, which continue to affect ADA compliance and pedestrian safety throughout the City.

Background / Rule

To protect the integrity and safety of its streets and public rights-of-way, the City establishes franchise agreements with telecommunication providers under Article VII §9 of the Virginia Constitution. These agreements grant limited rights to install and maintain facilities within the PROW while ensuring the City retains authority to regulate use of the public space.

Coordination among multiple utility providers—primarily Dominion Energy and various telecommunications companies—has created recurring operational challenges. When Dominion or Brightspeed replaces an aging pole, telecommunication providers must transfer their attachments to the new pole before the old one can be removed. Delays in this transfer process result in "double poles," which often obstruct sidewalks, restrict ADA-compliant clearances, and create safety concerns.

City staff, in coordination with Dominion and providers such as MCI Communications, continue to address these issues. While Dominion and Brightspeed have made progress removing obsolete poles, the majority of remaining obstructions are due to pending transfers by third-party telecommunications companies.

Councilors and community members continue to raise questions about the City's authority to require pole transfer work and ensure timely removals. In response, the City amended franchise agreement language to strengthen its enforcement authority under Section 206 ("Obstruction of the PROW"), establishing clear penalties and City removal authority when facilities obstruct the right-of-way or fail to comply with approved plans.

Analysis

The renewed MCI Communications Franchise Agreement incorporates the amended Section 206 provisions, which improve the City's ability to manage and enforce compliance in the PROW. Specifically, the agreement:

1. Prohibits obstruction of the PROW unless explicitly authorized in an approved plan;
2. Requires removal of any obstruction within forty-five (45) days after City notification;

3. Establishes daily penalties (\$500/day) for failure to remove unauthorized facilities after the deadline; and
4. Authorizes the City to remove the obstruction and recover reasonable costs when the company fails to act.

These provisions directly support the City's ADA Transition Plan and reinforce its legal obligation to maintain accessible pedestrian routes. The strengthened language also provides a clear, enforceable framework to address delayed pole transfers and other obstructions in the right-of-way.

Standardizing these updated provisions across all franchise agreements ensures consistency and accountability among providers. This approach allows the City to better coordinate with Dominion and telecommunications partners to remove non-compliant infrastructure, uphold accessibility, and improve overall public safety.

This action aligns with the City Council's vision of Organizational Excellence by ensuring consistent, accountable management of the public right-of-way through updated franchise standards. The agreement strengthens coordination with utility providers, improves operational efficiency, and enhances the City's ability to maintain safe, accessible, and well-managed infrastructure for the community.

Financial Impact

There is no budgetary impact except for the prescribed measures granted by this agreement for the City to recover costs as appropriate for use of the Public-Rights-of-Way.

Recommendation

Staff recommends that City Council approve the attached ordinance granting a franchise agreement to MCI Communications, LLC, consistent with the City's updated franchise agreement framework.

Approval will:

- Maintain continuity of telecommunications services within the City;
- Ensure MCI complies with updated right-of-way management and enforcement standards; and
- Support the City's broader initiative to eliminate double poles, achieve ADA compliance, and preserve the integrity of public infrastructure.

Recommended Motion (if Applicable)

Move to approve the ordinance granting a franchise agreement to MCI Communications, LLC, and to waive the second reading of the ordinance, such that the ordinance would be effective immediately.

Attachments

1. MCI Franchise Ord. FINAL DRAFT 10-24-25

ADOPTED BY CITY COUNCIL ON _____, 2025

MCI COMMUNICATIONS SERVICES, LLC

FRANCHISE ORDINANCE

TABLE OF CONTENTS

ARTICLE I.....	1
SECTION 101 PURPOSE AND SCOPE	1
SECTION 102 AUTHORITY TO MANAGE THE RIGHT OF WAY	1
SECTION 103 DEFINITIONS	2
ARTICLE II.....	3
SECTION 201 INITIAL INSTALLATION	3
SECTION 202 SUBSEQUENT INSTALLATION.....	3
SECTION 203 INSPECTION BY THE CITY	4
SECTION 204 AUTHORITY OF THE CITY TO ORDER CESSATION OF EXCAVATION	4
SECTION 205 LOCATION OF POSTS, POLES, CABLES AND CONDUITS.....	4
SECTION 206 OBSTRUCTION OF THE PROW.....	4
ARTICLE III.....	5
SECTION 301 ADMINISTRATION OF THE PUBLIC RIGHTS OF WAY.....	5
SECTION 302 SUBMISSION OF PROW PLAN.....	5
SECTION 303 GOOD CAUSE EXCEPTION.....	5
SECTION 304 DECISION ON PROW PLAN BY THE DIRECTOR.....	6
SECTION 305 MAPPING DATA	6
ARTICLE IV	6
SECTION 401 COMPLIANCE WITH ALL LAW AND REGULATIONS; QUALITY OF WORK	6
ARTICLE V	7
SECTION 501 RELOCATION OF COMPANY FACILITIES WITHIN THE PUBLIC RIGHTS-OF WAY	7
SECTION 502 RIGHTS-OF WAY PATCHING AND RESTORATION	7
ARTICLE VI.....	9
SECTION 601 INDEMNIFICATION AND LIABILITY	9
SECTION 602 WAIVER BY THE CITY	10
SECTION 603 INSURANCE.....	10
SECTION 604 NEGLIGENCE AND INTENTIONAL ACTS.....	11
ARTICLE VII	11
SECTION 701 GENERAL REQUIREMENT OF A PERFORMANCE BOND	11
SECTION 702 CHANGED AMOUNT OF THE PERFORMANCE BOND.....	11
SECTION 703 PURPOSE OF PERFORMANCE BOND.....	12
SECTION 704 FEES OR PENALTIES FOR VIOLATIONS OF THE ORDINANCE	13
ARTICLE VIII.....	13
SECTION 801 COMPENSATION/PROW USE FEE.....	13
SECTION 802 RESERVED	14
SECTION 803 NO CREDITS OR DEDUCTIONS	14
SECTION 804 REMITTANCE OF COMPENSATION/LATE PAYMENTS, INTEREST ON LATE PAYMENTS.....	14

ARTICLE IX	14
SECTION 901 ENFORCEMENT; RESERVATION OF ALL RIGHTS AND POWERS	14
SECTION 902 SEVERABILITY	15
ARTICLE X	15
SECTION 1001 MAINTENANCE OBLIGATION	15
SECTION 1002 TREE TRIMMING	15
ARTICLE XI	15
SECTION 1101 INITIAL TERM OF FRANCHISE	15
SECTION 1102 APPLICATION FOR NEW FRANCHISE	15
SECTION 1103 HOLDOVER PERIOD; OPERATION OF FACILITIES OWNED BY THE COMPANY WHILE RENEWAL IS PENDING	16
SECTION 1104 MODIFICATION	16
ARTICLE XII	16
SECTION 1201 NOTICE	16
SECTION 1202 EMERGENCY NOTIFICATION	17
SECTION 1203 REGISTRATION OF DATA	17
ARTICLE XIII	17
SECTION 1301 TERMINATION OF FRANCHISE	17
ARTICLE XIV	18
SECTION 1401 REMOVAL OF FACILITIES FROM THE PUBLIC RIGHTS-OF-WAY	18
SECTION 1402 ABANDONMENT OF FACILITIES OWNED BY THE COMPANY IN THE PUBLIC RIGHTS-OF-WAY	18
ARTICLE XV	18
SECTION 1501 PRIOR WRITTEN CONSENT FOR ASSIGNMENT	18
SECTION 1502 SUCCESSORS AND ASSIGNS	19
ARTICLE XVI	19
SECTION 1601 NONEXCLUSIVE FRANCHISE	19
ARTICLE XVII	19
SECTION 1701 ALL WAIVERS IN WRITING AND EXECUTED BY THE PARTIES	19
SECTION 1702 NO CONSTRUCTIVE WAIVER RECOGNIZED	19
ARTICLE XVIII	20
SECTION 1801 NON DISCRIMINATION	20
ARTICLE XIX	20
SECTION 1901 FORCE MAJEURE	20
ARTICLE XX	20
SECTION 2001 EFFECTIVE DATE	20

**AN ORDINANCE
GRANTING A FRANCHISE TO MCI COMMUNICATIONS SERVICES LLC.,
ITS SUCCESSORS AND ASSIGNS
TO USE THE STREETS AND OTHER PUBLIC PLACES
OF THE CITY OF CHARLOTTESVILLE, VIRGINIA
FOR ITS POLE, WIRES, CONDUITS, CABLES AND FIXTURES,
FOR A PERIOD OF FIVE (5) YEARS**

BE IT ORDAINED by the Council of the City of Charlottesville, Virginia, that MCI Communications Services LLC., a corporation organized under the laws of Delaware, (the “Company”), is hereby granted a franchise for a period of five (5) years from the effective date hereof. This Ordinance authorizes and empowers the Company to erect, maintain and operate certain Facilities as described in this Ordinance on, over, along, in, under and through the Public Rights-of-Way (as defined in this Ordinance) of the City of Charlottesville, Virginia (the “City”) as its business may from time to time require; provided that:

ARTICLE I – GENERAL

SECTION 101 PURPOSE AND SCOPE

To provide for the health, safety and welfare of its citizens and to ensure the integrity of its roads and streets and the appropriate use of the Public Rights-of-Way, the City strives to keep the Public Rights-of-Way under its jurisdiction in a state of good repair and free from unnecessary encumbrances.

Accordingly, the City hereby enacts this Ordinance to grant a telecommunications right-of-way franchise and administration. This Ordinance imposes regulation on the placement and maintenance of Facilities and equipment owned by the Company currently within the City’s Public Rights-of-Way or to be placed therein at some future time. The Ordinance is intended to complement, and not replace, the regulatory roles of local, state, and federal agencies. Under this Ordinance, when excavating and obstructing the Public Rights-of-Way, the Company will bear financial responsibility for its work to the extent provided herein. Finally, this Ordinance provides for recovery of the City’s reasonable out-of-pocket costs related to the Company’s use of the Public Rights-of-Way, subject to the terms and conditions herein.

This Ordinance shall be interpreted so as to benefit the public but does not create any third-party right of action.

SECTION 102 AUTHORITY TO MANAGE THE RIGHT OF WAY

This Ordinance granting a franchise is created to manage and regulate the Company’s use of the City’s Public Rights-of-Way along City roads pursuant to the authority granted to the City under

its Charter, Sections 15.2-2015, 56-460, and 56-462(A) of the Virginia Code, and other applicable state and federal statutory, administrative and common law provisions.

This Ordinance and any right, privilege or obligation of the City or Company hereunder, shall be interpreted consistently with state and federal statutory, administrative and common law, and such statutory, administrative or common law shall govern in the case of conflict. This Ordinance is not intended to limit the regulatory and police powers of the City to adopt and enforce other general ordinances necessary to protect the health, safety, and welfare of the public.

SECTION 103 DEFINITIONS

103.1 CITY means the City of Charlottesville, Virginia, a municipal corporation of the Commonwealth of Virginia, acting through its authorized agents.

103.2 COMPANY means MCI Communications Services LLC., including its permitted successors and assigns.

103.3 DIRECTOR means the Director of Public Works for the City of Charlottesville.

103.4 FACILITY means any tangible asset in the Public Rights-of-Way required to provide utility service within the scope of this Ordinance as stated in Section 101, above.

103.5 HOLDOVER PERIOD means the period between the termination or expiration of the franchise and the date provided in Sections 1104 and 1401.

103.6 PATCH means a method of pavement replacement that is temporary in nature.

103.7 PAVEMENT means any type of improved surface that is within the Public Rights-of-Way including but not limited to any improved surface constructed with bricks, pavers, bituminous, concrete, aggregate, or gravel or some combination thereof.

103.8 PUBLIC RIGHTS-OF-WAY or PROW means the area on, below, or above a public roadway, highway, street, cartway, bicycle lane, and public sidewalk in which the City has an interest, including other dedicated rights-of-way for travel purposes and utility easements belonging to the City (to the extent that they provide for third party usage), paved or otherwise. This definition does not include a state highway system regulated pursuant to the direction of the Commonwealth Transportation Board. This definition does not include any City-owned buildings or structures except those integral to a public street or road such as a bridge or viaduct.

ARTICLE II - INSTALLATION

SECTION 201 INITIAL INSTALLATION

After the effective date of this Ordinance, the Company's initial installation of Facilities must be in strict compliance with the approved PROW Plan for the Facilities, a copy of which shall be maintained by the Director within a file within the Department of Public Works. Any additional installation of equipment, lines, cables or other Facilities shall be underground unless it shall be determined by the Director as set forth in Article III that it is not feasible to do so.

SECTION 202 SUBSEQUENT INSTALLATION

202.1 SUBSEQUENT INSTALLATION MADE PURSUANT TO AN APPROVED PROW PLAN:

Additional Facilities installed within the PROW may be placed overhead or underground pursuant to an approved request by the Company made pursuant to Article III, and in accordance with such generally applicable ordinances or regulations governing such installations that have been adopted by the City from time to time.

202.2 GENERAL PREFERENCE FOR UNDERGROUND FACILITIES: As a matter of policy, the City prefers that the installation of any Facility within the PROW occur underground. Notwithstanding this preference, the City recognizes that in some circumstances the placement of Facilities underground may not be appropriate. Any additional installation of lines, cable, equipment or other Facilities shall be underground unless it shall be determined by the Director, pursuant to Article III, that it is not feasible to do so.

202.3 INSTALLATION OF OVERHEAD FACILITIES: Where a subsequent PROW Plan is approved for overhead installation, the Company shall use its existing Facilities, or those of another utility where available. If the PROW Plan calls for overhead installation and existing Facilities cannot accommodate the proposed installation, the Company will clearly indicate in the PROW Plan its intended placement of new Facilities for the Director's review and consideration pursuant to Article III.

202.4 FUTURE ORDINANCES: Nothing herein shall be construed to limit the authority of the city to adopt an ordinance that will restrict the placement of overhead lines for all utilities using the PROW within a defined area of the City.

202.5 CONDITIONS FOR RELOCATING UNDERGROUND: The Company agrees that if, at some future time, the telephone and other utility lines on the posts, poles, and other overhead apparatus upon which the Company has placed some or all of its Facilities in the City's PROWs are relocated underground, the Company will also, at such time, relocate its Facilities on those posts, poles, and other overhead apparatus underground at its expense. Notwithstanding the foregoing, the City shall reimburse Company for any such relocation expense to the extent that such reimbursement is required by and available under Section 56-468.2 of the Code of Virginia, or other applicable law.

SECTION 203 INSPECTION BY THE CITY

The Company shall make the work-site available to the City and to all others as authorized by law for inspection at all reasonable times, during the execution of, and upon completion of, all work conducted pursuant to this Ordinance.

SECTION 204 AUTHORITY OF THE CITY TO ORDER CESSATION OF WORK

At the time of inspection, or any other time as necessary, the City may order the immediate cessation and correction of any work within the Public Rights-of-Way which poses a serious threat to the life, health, safety or wellbeing of the public.

SECTION 205 LOCATION OF FACILITIES

The Company may not place or install any Facilities within the Public Rights-of-Way pursuant to this Ordinance so as to endanger or interfere with public travel or the ordinary use of, or the safety and convenience of persons traveling through, on, or over, the Public Rights-of-Way within the City of Charlottesville.

SECTION 206 OBSTRUCTION OF THE PROW

The Company may not obstruct the PROW except as clearly specified within an approved PROW plan.

206.1 REMOVAL OF OBSTRUCTIONS: Upon notification from the City, or an entity that has an Attachment Agreement, the Company shall remove any of its Facilities installed in the PROW contrary to an approved PROW Plan within forty-five (45) days of receipt of the notification. If the Company has not removed its obstruction(s) from the PROW within forty-five (45) days of receipt of the notification, the City shall assess the Company a fee of five hundred dollars (\$500) per day the Company has failed to remove the Facility installed in the PROW contrary to an approved PROW Plan. The City, in its sole and absolute discretion, may also remove said offending Facility. In such event, the Company shall pay to the City its reasonable removal costs within thirty (30) days after the City issues a bill for the removal, in addition to the five hundred dollars (\$500) per day fee, such billing to be accompanied by an itemized statement of the City's reasonable costs. If payment is not received by the City within the thirty (30) day period, the City may collect the costs in any manner authorized by law. Reasonable costs may include, but are not limited to administrative overhead, mobilization, material, labor, and equipment related to removing the obstruction.

206.2 NO OBSTRUCTION OF WATER: The Company shall not obstruct the natural free and clear passage of water through gutters, culverts, ditches, tiles, or other waterways.

206.3 PARKING, LOADING AND UNLOADING OF VEHICLES SHALL NOT OBSTRUCT THE PROW: Private vehicles of those doing work for the Company in the PROW must be parked in a manner that conforms to the City's applicable parking regulations. The loading or unloading of trucks must be done in a manner that will not obstruct normal traffic within the PROW or jeopardize the safety of the public who use the PROW.

ARTICLE III - ADMINISTRATION

SECTION 301 ADMINISTRATION OF THE PUBLIC RIGHTS OF WAY

The Director is the principal City official responsible for the administration of this Ordinance granting a franchise to the Company and any of its PROW Plans. The Director may delegate any or all of the duties hereunder to another City employee.

SECTION 302 SUBMISSION OF PROW PLAN

At least thirty (30) days before beginning any installation, removal or relocation of underground or overhead Facilities, the Company shall submit a detailed PROW Plan of the proposed action to the Director for review and approval.

The Director may also require submission of a PROW Plan to coordinate with any upcoming City project. The Director will identify to Company the area, scope, and planned timeline of the project. The Company cannot perform any work in the project area except in compliance with the PROW Plan or with the advance written consent of the Director for one year after actual completion of the City project.

The City will not accept any PROW Plan for work to be done during the Holdover Period.

SECTION 303 GOOD CAUSE EXCEPTION

303.1 WAIVER: The Director, in his or her sole and absolute discretion, is authorized to waive the thirty (30) day requirement in Section 302 for good cause shown.

303.2 EMERGENCY WORK: The Company shall immediately notify the Director of any event regarding its facilities that it considers to be an emergency. The Company will proceed to take whatever actions are necessary to respond to the emergency, or as directed by the Director.

If the City becomes aware of an emergency regarding the Company's facilities, the City will attempt to contact the Company's emergency representative as indicated in Section 1202. In any event, the City shall take whatever action is deemed necessary by the Director to make an appropriate and reasonable response to the emergency. The costs associated with the City's response shall be borne by the entity whose facilities occasioned the emergency.

SECTION 304 DECISION ON PROW PLAN BY THE DIRECTOR

304.1 DECISION: The Director must, within forty-five (45) days, either approve the Company's plans for proposed action as described in Section 302 or inform the Company by written explanation of the reasons for disapproval and the actions required to cure disapproval. The Company must designate a responsible contact person with whom officials of the Department of Public Works can communicate on all matters relating to equipment installation and maintenance.

304.2 APPEAL: Upon written request within thirty (30) days of the Director's decision, the Company may have the denial of a PROW Plan reviewed by the City Manager. The City Manager will schedule its review of the Director's decision within forty-five (45) days of receipt of such a request. A decision by the City Manager will be in writing and supported by written findings establishing the reasonableness of its decision. The decision of the City Manager is final.

SECTION 305 MAPPING DATA

Immediately after each installation or placement of a Facility within the PROW, the Company shall provide to the City such information as the Director may require documenting the location and elevation of the Facility, including but not limited to:

- (a) location and elevation of the mains, cables, conduits, switches, and related equipment and other Facilities owned by the Company located in the PROW, with the location based on (i) offsets from property lines, distances from the centerline of the Public Rights-of-Way, and curb lines; (ii) coordinates derived from the coordinate system being used by the City; or (iii) any other system agreed upon by the Company and the City;
- (b) the outer dimensions of such Facilities; and
- (c) a description and location of above-ground appurtenances.

ARTICLE IV - STANDARDS

SECTION 401 COMPLIANCE WITH ALL LAW AND REGULATIONS; QUALITY OF WORK

Obtaining this franchise shall in no way relieve the Company of its duties to obtain all other necessary permits, licenses, and authority and to pay all fees required by any applicable state or federal rule, law or regulation. The Company shall comply with and fulfill all generally applicable laws and regulations, including ordinances, regulations and requirements of the City, regarding excavations and any other work in or affecting the Public Rights-of-Way. The Company shall perform all work in conformance with all applicable codes and established rules and regulations, and it is responsible for all work conducted by the Company or another entity or

person acting on its behalf pursuant to this Ordinance in the Public Rights-of-Way. The Company shall install only such equipment as meets industry standards and shall perform all work to industry standards of quality and skill.

ARTICLE V – ALTERATIONS TO THE PROW

SECTION 501 RELOCATION OF COMPANY FACILITIES WITHIN THE PUBLIC RIGHTS-OF WAY

Upon written notice from the Director of a planned and authorized improvement or alteration of City sidewalks, streets or other property, or of a proposed relocation of any City-owned utilities that necessitate relocation of some or all of the Facilities owned by the Company and lines to accommodate same, or of the City's intent to close or vacate any Public Right-of-Way, the Company shall relocate at its own expense any such Facilities within one hundred eighty (180) days of receipt of the notice. At Company's request, the City may consent to a longer period, such consent not to be unreasonably or discriminatorily withheld, conditioned or delayed. Notwithstanding the foregoing, the City shall reimburse Company for any such relocation expense to the extent that such reimbursement is required by Section 56-468.2 of the Code of Virginia, or other applicable law. If the City requests relocation on behalf of any third party, the Company will give notice to the City of the cost for the relocation within a reasonable time not to exceed 30 days, and the third party will have the sole responsibility to the Company for the cost of the relocation. Upon receipt of payment, the Company will promptly undertake and diligently pursue to completion any relocation under this Section 501.

SECTION 502 RIGHTS-OF-WAY PATCHING AND RESTORATION

502.1 RESTORATION STANDARD: In accordance with an approved PROW Plan, the Company may disturb or damage the Public Rights-of-Way. The Director has the authority to determine the manner and extent of the restoration of the Public Rights-of-Way, and may do so in written procedures of general application or on a case-by-case basis. In exercising this authority, the Director will consult with any state or federal standards for rights-of-way restoration and shall be further guided by the following considerations:

- (a) the number, size, depth and duration of the excavations, disruptions or damage to the Public Rights-of-Way;
- (b) the volume and speed of traffic carried by the Public Rights-of-Way and the character of the neighborhood surrounding the Public Rights-of-Way;
- (c) the pre-excavation condition of the Public Rights-of-Way and its remaining life expectancy;
- (d) the relative cost of the method of restoration to the Company balanced against the prevention of an accelerated deterioration of the Public Rights-of-Way resulting from the excavation, disturbance or damage to the Public Rights-of-Way; and

- (e) the likelihood that the particular method of restoration would be effective in slowing the depreciation of the Public Rights-of-Way that would otherwise take place.

502.2 TEMPORARY SURFACING: The Company shall perform temporary surfacing patching and restoration including backfill, compaction, and landscaping according to standards determined by, and with the materials determined by, the Director.

502.3 TIMING: After any excavation by the Company pursuant to this Ordinance, the patching and restoration of the Public Rights-of-Way must be completed promptly and in a manner determined by the Director.

502.4 GUARANTEES: The Company guarantees its restoration work and shall maintain it for twenty-four (24) months following its completion. The previous statement notwithstanding, the Company will guarantee and maintain plantings and turf for twelve (12) months. During these maintenance periods, the Company shall, upon notification by the City, correct all restoration work to the extent necessary, using the method determined by the Director. Such work shall be completed after receipt of notice from the Director, within a reasonably prompt period, with consideration given for days during which work cannot be done because of circumstances constituting force majeure. Notwithstanding the foregoing, the Company's guarantees set forth hereunder concerning restoration and maintenance shall not apply to the extent another company, franchisee, licensee, permittee, other entity or person, or the City disturbs or damages the same area, or a portion thereof, of the Public Rights-of-Way.

502.5 DUTY TO CORRECT DEFECTS: The Company shall correct defects in patching or restoration performed by it or its agents. Upon notification from the City, the Company shall correct all restoration work to the extent necessary, using the method determined by the Director. Such work shall be completed after receipt of the notice from the Director within a reasonably prompt period, with consideration given for days during which work cannot be done because of circumstances constituting force majeure.

502.6 FAILURE TO RESTORE: If the Company fails to restore the Public Rights-of-Way in the manner and to the condition required by the Director pursuant to Section 502.5, or fails to satisfactorily and timely complete all restoration required by the Director pursuant to this Article V, the City shall notify the Company in writing of the specific alleged failure or failures and shall allow the Company at least ten (10) days from receipt of the notice to cure the failure or failures, or to respond with a Plan to cure. In the event that the Company fails to cure, or fails to respond to the City's notice as provided above, the City may, at its election, perform the necessary work and the Company shall pay to the City its reasonable costs for such restoration within thirty (30) days of issuance of a bill by the City; such bill will be accompanied by an itemized statement of the City's reasonable costs. If payment is not received by the City within the thirty (30) day period, the City may collect the costs in any manner authorized by law. Reasonable costs may include,

but are not limited to, administrative overhead, mobilization, material, labor, and equipment related to such restoration.

502.7 DAMAGE TO OTHER FACILITIES WITHIN THE PUBLIC RIGHTS-OF-WAY: The Company shall be responsible for the cost of repairing any Facilities existing within the Public Rights-of-Way that it or the Facilities owned by the Company damage. If the Company damages the City's Facilities within the Public Rights-of-Way, such as, but not limited to, culverts, road surfaces, curbs and gutters, or tile lines, the Company shall correct the damage within a prompt period after receiving written notification from the City. If the Company does not correct the City's damaged Facilities pursuant to the foregoing, the City may make such repairs as necessary and charge all of the reasonable costs of such repairs within thirty (30) days of billing accompanied by an itemized statement of the City's reasonable costs. If payment is not received by the City within such thirty (30) day period, the City Attorney may collect the costs in any manner authorized by law. Reasonable costs may include, but are not limited to, administrative overhead, mobilization, material, labor, and equipment related to such repair.

502.8 DIRECTOR'S STANDARD: All determinations to be made by the Director with respect to the manner and extent of restoration, patching, repairing and similar activities under the franchise granted by this Ordinance, shall be reasonable and shall not be unreasonably conditioned, withheld, or delayed. The Company may request additional time to complete restoration, patching, repair, or other similar work as required under the franchise granted by this Ordinance, and the Director shall not unreasonably withhold, condition, or delay consent to such requests.

ARTICLE VI - LIABILITY

SECTION 601 INDEMNIFICATION AND LIABILITY

601.1 SCOPE OF INDEMNIFICATION: Subject to the following, the Company agrees and binds itself to defend, indemnify, keep and hold the City, City Council members, officials and its employees free and harmless from liability on account of injury or damage to persons, firms or corporations or property growing out of or directly or indirectly resulting from:

- (a) the Company's use of the Public Rights-of-Way pursuant to the franchise granted by this Ordinance;
- (b) the acquisition, erection, installation, maintenance, repair, operation and use of any poles, wires, cables, conduits, lines, manholes, facilities and equipment by the Company, its authorized agents, subagents, employees, contractors or subcontractors; or
- (c) the exercise of any right granted by or under the franchise granted by this Ordinance or the failure, refusal or neglect of the Company to perform any duty

imposed upon or assumed by the Company by or under the franchise granted by this Ordinance.

601.2 DUTY TO INDEMNIFY, DEFEND AND HOLD HARMLESS: If a suit arising out of subsection (a), (b), (c) of Section 601.1, claiming such injury, death, or damage shall be brought or threatened against the City, its officers, or employees, either independently or jointly with the Company, the Company will defend, indemnify and hold the City harmless in any such suit, at the cost of the Company, provided that the City promptly provides written notice of the commencement or threatened commencement of the action or proceeding involving a claim in respect of which the City will seek indemnification hereunder. The Company shall be entitled to have sole control over the defense through counsel of its own choosing and over settlement of such claim provided that the Company must obtain the prior written approval of City of any settlement of such claims against the City, which approval shall not be unreasonably withheld or delayed more than thirty (30) days. If, in such a suit, a final judgment is obtained against the City, its officers, or employees, either independently or jointly with the Company, the Company will pay the judgment, including all reasonable attorney's fees and other costs, and will hold the City harmless therefrom.

SECTION 602 WAIVER BY THE CITY

The City waives the applicability of these indemnification provisions with respect to the claim at issue as of the date that the City:

- (a) elects to conduct its own defense against such claim; or
- (b) fails to give notice to the Company within thirty (30) days of any such claim such that the Company's ability to defend against such claim is compromised; or
- (c) denies approval of a complete settlement of such claim for which the Company seeks approval; or
- (d) fails to approve or deny a settlement of such claim within thirty (30) days of the Company seeking approval of such settlement.

SECTION 603 INSURANCE

603.1 The Company shall also maintain in force; (i) commercial general liability insurance with limits of \$2,000,000 per occurrence for bodily injury (including death) and property damage and \$2,000,000 general aggregate including premises-operations, personal and advertising injury, products/completed operations and coverage for explosion, collapse and underground hazards, covering claims or incidents arising out of or resulting from the operations under this Agreement and; (ii) commercial automobile liability insurance in the amount of \$2,000,000 combined single limit each accident for bodily injury and property damage covering all owned, non-owned and hired vehicles; and (iii) workers

compensation insurance in compliance with the statutory requirements of the state(s) of operation and employer's liability with limits of \$1,000,000 for each accident/disease/policy limit.

All required insurance will be issued by an insurance company licensed, authorized or permitted to conduct business in the State of Virginia, or a form of self-insurance;

Upon receipt of notice from its insurer(s), the Company shall provide the City Attorney with thirty (30) days' prior written notice of cancellation of any required coverage:

The commercial general liability and commercial automobile liability policies shall include the City as an additional insured as their interest may appear under this Agreement and the Company shall provide the City Attorney with a certificate of insurance as evidence of such coverage upon execution of this Franchise Ordinance in a form reasonably acceptable to the City Attorney.

603.2 The Company shall require all contractors and subcontractors to obtain and maintain substantially the same insurance as required of the Company with limits commensurate with the work or service to be provided.

SECTION 604 NEGLIGENCE AND INTENTIONAL ACTS

Nothing herein contained shall be construed to render the Company liable for or obligated to indemnify the City, its agents, or employees, for the negligence or intentional acts of the City, its Council members, its agents or employees, or a permittee of the City.

ARTICLE VII – GUARANTEES OF PERFORMANCE

SECTION 701 GENERAL REQUIREMENT OF A PERFORMANCE BOND

Prior to the Effective Date of this Ordinance, the Company has deposited with the City a Performance Bond made payable to the city in the amount of twenty-five thousand dollars (\$25,000). The bond must be written by a corporate surety acceptable to the City and authorized to do business in the Commonwealth of Virginia. The Performance Bond must be maintained at this amount through the term of this Franchise Ordinance. Whenever the City calls upon the Performance Bond, the Company will take whatever steps are necessary to replenish the amount available to be called upon under the Performance Bond within ten (10) days of notice from the City regarding same.

SECTION 702 CHANGED AMOUNT OF THE PERFORMANCE BOND

At any time during the Term, the City may, acting reasonably, require or permit the Company to change the amount of the Performance Bond if the City finds that new risk or other factors exist that reasonably necessitate or justify a change in the amount of the Performance Bond. Such new factors may include, but not be limited to, such matters as:

- (a) material changes in the net worth of the Company;
- (b) changes in the identity of the Company that would require the prior written consent of the City;
- (c) material changes in the amount and location of Facilities owned by the Company;
- (d) the Company's recent record of compliance with the terms and conditions of this Ordinance; and
- (e) material changes in the amount and nature of construction or other activities to be performed by the Company pursuant to this Ordinance.

SECTION 703 PURPOSE OF PERFORMANCE BOND

The Performance Bond shall serve as security for:

- (a) the faithful performance by the Company of all terms, conditions and obligations of this Ordinance;
- (b) any expenditure, damage or loss incurred by the City occasioned by the Company's failure to comply with all rules, regulations, orders, permits and other directives of the City issued pursuant to this Ordinance;
- (c) payment of costs or compensation required by this Ordinance;
- (d) the payment of premiums for the liability insurance required pursuant to this Ordinance;
- (e) the removal of Facilities owned by the Company from the Streets at the termination of the Ordinance, at the election of the City, pursuant to this Ordinance;
- (f) any loss or damage to the Streets or any property of the City during the installation, operation, upgrade, repair or removal of Facilities by the Company;
- (g) the payment of any other amounts that become due to the City pursuant to this Ordinance or law;
- (h) the timely renewal of any corporate surety bond that constitutes the Performance Bond; and

- (i) any other costs, loss or damage incurred by the City as a result of the Company's failure to perform its obligations pursuant to this Ordinance.

SECTION 704 FEES OR PENALTIES FOR VIOLATIONS OF THE ORDINANCE

704.1 FEE OR PENALTY: The Company shall be subject to a fee or a penalty for violation of this Ordinance as provided for in applicable law.

704.2 APPEAL: The Company may, upon written request within thirty (30) days of the City's decision to assess a fee or penalty and for reasons of good cause, ask the City to reconsider its imposition of a fee or penalty pursuant to this Ordinance unless another period is provided for in applicable law. The City Engineer or designee shall schedule a review of such request to be held within forty-five (45) days of receipt of such request from the Company. The City's decision on the Company's appeal shall be in writing and supported by written findings establishing the reasonableness of the City's decision. During the pendency of the appeal before the City or any subsequent appeal thereafter, the Company shall place any such fee or penalty in an interest-bearing escrow account. Nothing herein shall limit the Company's right to challenge such assessment or the City's decision on appeal, in a court of competent jurisdiction.

ARTICLE VIII – REQUIRED PAYMENTS

SECTION 801 COMPENSATION/PROW USE FEE.

The City reserves the right to impose at any time on the Company consistent with Section 253(c) of the Communications Act of 1934, as amended:

- (a) a PROW Use Fee in accordance with Section 56-468.1(G) of the Code of Virginia, and/or
- (b) any other fee or payment that the City may lawfully impose for the occupation and use of the Streets.

The Company shall be obligated to remit the PROW Use Fee and any other lawful fee enacted by the City, so long as the City provides the Company and all other affected certificated providers of local exchange telephone service appropriate notice of the PROW Use Fee as required by Section 56-468.1(G) of the Code of Virginia. If the PROW Use Fee is eliminated, discontinued, preempted or otherwise is declared or becomes invalid, the Company and the City shall negotiate in good faith to determine fair and reasonable compensation to the City for use of the Streets by the Company for Facilities.

SECTION 802 RESERVED

SECTION 803 NO CREDITS OR DEDUCTIONS

The compensation and other payments to be made pursuant to Article VIII: (a) shall not be deemed to be in the nature of a tax, and (b) except as may be otherwise provided by Section 56-468.1 of the Code of Virginia, shall be in addition to any and all taxes or other fees or charges that the Company shall be required to pay to the City or to any state or federal agency or authority, all of which shall be separate and distinct obligations of the Company.

SECTION 804 REMITTANCE OF COMPENSATION/LATE PAYMENTS, INTEREST ON LATE PAYMENTS

(1) If any payment required by this Ordinance is not actually received by the City on or before the applicable date fixed in this Ordinance, or (2), in the event the City adopts an ordinance imposing a PROW Use Fee, if such Fee has been received by the Company from its customers, and has not been actually received by the City on or before the applicable date fixed in this Ordinance or thirty (30) days after receipt of the PROW Use Fee from its customers, whichever is later, then the Company shall pay interest thereon, to the extent permitted by law, from the due date to the date paid at a rate equal to the rate of interest then charged by the City for late payments of real estate taxes.

ARTICLE IX – ENFORCEMENT AND INTERPRETATION

SECTION 901 ENFORCEMENT; RESERVATION OF ALL RIGHTS AND POWERS

The City may enforce the terms of this Ordinance by any lawful means in its sole and absolute discretion, and the selection of a particular method of enforcement shall not preclude the City from using another method in relation to the same enforcement action or another enforcement action. In addition to any methods of enforcement granted by general law, the City reserves the remedy of self-help, including the right to remove, correct, or relocate any unsafe Facility belonging to the Company. In any litigation arising out of the City's enforcement of this Ordinance, the City may recover its reasonable attorney's fees if it prevails in the litigation.

The City reserves the right by ordinance or resolution to establish any reasonable regulations for the convenience, safety, health and protection of its inhabitants under its police powers, consistent with state and federal law. The rights herein granted are subject to the exercise of such police powers as the same now are or may hereafter be conferred upon the City. Without limitation as to the generality of the foregoing the City reserves the full scope of its power to require by ordinance substitution of underground service for overhead service, or the transfer of overhead service from the front to the rear of property whenever reasonable in all areas in the City and with such contributions or at such rates as may be allowed by law.

Notwithstanding anything herein to the contrary, nothing herein shall be construed to extend, limit or otherwise modify the authority of the City preserved under Sections 253 (b) and (c) of the Communications Act of 1934, as amended. Nothing herein shall be construed to limit, modify, abridge or extend the rights of the Company under the Communications Act of 1934, as amended.

SECTION 902 SEVERABILITY

If any portion of this Ordinance is for any reason held to be invalid by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

ARTICLE X - MAINTENANCE

SECTION 1001 MAINTENANCE OBLIGATION

The Company will maintain the poles, wires, cable, conduits, lines, manholes, equipment and other Facilities it owns within the City's PROW in good order and operating condition throughout the term of the franchise granted by this Ordinance. Upon notice from the City, the Company will promptly repair, replace or remove any Facilities not in good order or not in operating condition.

SECTION 1002 TREE TRIMMING

Should the Company install any overhead lines, it shall have the authority to trim trees upon or overhanging the streets, alleys, walkways or Public Rights-of-Way to prevent the branches of such trees from interfering with its lines or other Facilities. However, all such trimmings shall be performed in a safe and orderly manner under the general direction of the Director of Public Works or his or her designee and in compliance with the pruning standards of the National Arborists Association as currently in effect.

ARTICLE XI - TERM

SECTION 1101 INITIAL TERM OF FRANCHISE

The term of the franchise granted by this Ordinance shall be for a period of five (5) years from the effective date of this Ordinance.

SECTION 1102 APPLICATION FOR NEW FRANCHISE

If the Company wishes to maintain its equipment within the City and to continue the operation of the system beyond the term of the franchise granted by this Ordinance, it shall give written notice to the City at least one hundred twenty (120) days before expiration of the franchise granted by this Ordinance, stating that it wishes to apply for a new franchise. Such application shall include a report of the location of the Facilities owned by the Company within the City's PROW, and a statement as to whether the Company has complied with the provisions of this Ordinance.

SECTION 1103 HOLDOVER PERIOD; OPERATION OF FACILITIES OWNED BY THE COMPANY WHILE RENEWAL IS PENDING

Upon a timely request by the Company prior to the expiration of its initial franchise, the Company shall be permitted to continue operations of the Facilities owned by the Company within the City under the terms of the franchise granted by this Ordinance until the City acts upon the Company's request or as otherwise provided in Section 1401 of this Ordinance. Nothing herein shall be construed to grant the Company a perpetual franchise interest.

During the Holdover Period, the Company will abide by all its obligations under this Ordinance as if it remained in effect.

SECTION 1104 MODIFICATION

This Ordinance may be modified by the parties during performance, but no modification shall be valid or enforceable unless in writing and signed by each of the parties hereto.

ARTICLE XII – INFORMATION SHARING

SECTION 1201 NOTICE

All notices, except for in cases of emergencies, required pursuant to the franchise granted by this Ordinance shall be in writing and shall be mailed or delivered to the following address:

To the Company:

MCI Communications Services LLC
Attn: Franchise Manager
600 Hidden Ridge
Irving, TX 75038

To the City:

City of Charlottesville
Attn: City Manager
605 East Main Street
Charlottesville, VA 22902

Copy To

Verizon Legal Department
Attn Network Legal Team
1300I Street, NW, 5th Floor
Washington DC, 20005

All correspondences shall be by registered mail, certified mail or regular mail with return receipt requested; and shall be deemed delivered when received or refused by the addressee. Each Party may change its address above by like notice.

SECTION 1202 EMERGENCY NOTIFICATION

Notices required pursuant to Section 303.2 shall be made orally and email to the following:

To the Company:	To the City:
Verizon Network Operations Centre 800-624-9675 Associate Director VZB OSP Northeast Adam Rice Cell: (571) 220-8978 Email: adam.rice@verizon.com	Gas Dispatchers (434) 970-3800 (office) Emergency (434)293-9164 (leaks) Steven Hicks Director of Public Works (434) 970-3703 (office) hicks@charlottesville.gov

SECTION 1203 REGISTRATION OF DATA

The Company, including any sub-leasee or assigns, must keep on record with the City the following information:

- (a) Name, address and e-mail address if applicable, and telephone number;
- (b) Name, address and e-mail address if applicable, and telephone number of a local representative available for consultation at all times. This information must include how to contact the local representative in an emergency; and
- (c) A certificate of insurance as required under Article VI, Section 603 of this Franchise Ordinance, and a copy of the insurance policy.

The Company shall update all of the above information with the City within fifteen (15) days following its knowledge of any change.

ARTICLE XIII - TERMINATION

SECTION 1301 TERMINATION OF FRANCHISE

The franchise granted by this Ordinance may be terminated:

- (a) by the Company, at its election and without cause, by written notice to the City at least sixty (60) days prior to the effective date of such termination; or
- (b) by either the Company or the City, after thirty (30) days written notice to the other party of the occurrence or existence of a default of the franchise granted by this Ordinance, if the defaulting party fails to cure or commence good faith efforts to cure, such default within sixty (60) days after delivery of such notice.

Notwithstanding the provisions of this Section, the terms and conditions of the franchise granted by this Ordinance pertaining to indemnification shall survive a termination under this Section.

ARTICLE XIV – DISPOSITION OF FACILITIES UPON TERMINATION

SECTION 1401 REMOVAL OF FACILITIES FROM THE PUBLIC RIGHTS-OF-WAY

The Company shall remove all Facilities owned by the Company from the streets, alleys and public places of the City at the expense of the Company within six (6) months after the termination, abandonment, or expiration of this franchise granted by this Ordinance, or by such reasonable time to be prescribed by the City Council, whichever is later. No such removal will be required while any renewal requests as provided for in Section 1102 and Section 1103, are pending before the City. If such renewal request is denied, the six (6) month period provided above shall commence on the date of denial or expiration, whichever is later. The City reserves the right to waive this requirement, as provided for in Section 1402 herein. The City shall grant the Company access to the Public Rights-of-Way in order to remove its Facilities owned by the Company pursuant to this paragraph.

SECTION 1402 ABANDONMENT OF FACILITIES OWNED BY THE COMPANY IN THE PUBLIC RIGHTS-OF-WAY

The Facilities owned by the Company may be abandoned without removal upon request by the Company and approval by the City. This Section survives the expiration or termination of this franchise granted by this Ordinance.

ARTICLE XV – ASSIGNMENT AND LEASING

SECTION 1501 PRIOR WRITTEN CONSENT FOR ASSIGNMENT

The franchise granted by this Ordinance shall not be assigned or transferred without the express written approval of the City, which shall not be unreasonably or discriminatorily conditioned, withheld or delayed. The City will not approve of a transfer to any entity that is not properly authorized to do business in the Commonwealth of Virginia or not authorized or equipped to carry on the business contemplated by this Ordinance. As a condition of approval of a transfer,

the City may require that the transferee accept liability for any known or unknown claims against the Company arising under this Ordinance.

In addition, nothing in this Ordinance shall be construed to require the Company to obtain approval from the City in order to lease any Facilities owned by the Company or any portion thereof in, on, or above the PROW, or grant an indefeasible right of use (“IRU”) in the Facilities owned by the Company, or any portion thereof, to any entity or person. The lease or grant of an IRU in such Facilities owned by the Company, or any portion or combination thereof, shall not be construed as the assignment or transfer of any franchise rights granted under this Ordinance. Any lease or IRU granted by the Company terminates upon the termination of the Franchise or the expiration of any grace period provided under Section 1401.

SECTION 1502 SUCCESSORS AND ASSIGNS

Notwithstanding Section 1501, the Company may assign, transfer, or sublet its rights, without the consent of the City, to any person or entity that controls, is controlled by or is under common control with the Company, any company or entity with which or into which the Company may merge or consolidate, or to any lender of the Company, contingent upon the Company’s providing the City notice of the action prior to enactment. Any successor(s) of the Company shall be entitled to all rights and privileges of this franchise granted by this Ordinance and shall be subject to all the provisions, obligations, stipulations and penalties herein prescribed.

ARTICLE XVI - NONEXCLUSIVITY

SECTION 1601 NONEXCLUSIVE FRANCHISE

Nothing in the franchise granted by this Ordinance shall be construed to mean that this is an exclusive franchise, as the City Council reserves the right to grant additional franchises to other parties.

ARTICLE XVII – WAIVERS GENERALLY

SECTION 1701 ALL WAIVERS IN WRITING AND EXECUTED BY THE PARTIES

Any waiver of the franchise granted by this Ordinance or any of its provisions shall be effective and binding upon the Parties only if it is made in writing and duly signed by the Parties.

SECTION 1702 NO CONSTRUCTIVE WAIVER RECOGNIZED

If either Party fails to enforce any right or remedy available under the franchise granted by this Ordinance, that failure shall not be construed as a waiver of any right or remedy with respect to any breach or failure by the other Party. Nothing herein shall be construed as a waiver of any

rights, privileges or obligations of the City or the Company, nor constitute a waiver of any remedies available at equity or at law. No acceptance by the City of any payment by the Company will be considered an accord and satisfaction of disputed claims or debts unless the City provides written agreement that such payment constitutes accord and satisfaction.

ARTICLE XVIII - NONDISCRIMINATION

SECTION 1801 NO DISCRIMINATION

The Company's rights, privileges and obligations under the franchise granted by this Ordinance shall be no less favorable than those granted by the City to and shall not be interpreted by the City in a less favorable manner with respect to any other similarly situated entity or person or user of the City's Public Rights-of-Way.

ARTICLE XIX – INABILITY TO PERFORM

SECTION 1901 FORCE MAJEURE

Neither the Company nor the City shall be liable for any delay or failure in performance of any part of the franchise granted by this Ordinance from any cause beyond its control and without its fault or negligence including, without limitation, acts of nature, acts of civil or military authority, government regulations, embargoes, epidemics, terrorist acts, riots, insurrections, fires, explosions, earthquakes, nuclear accidents, floods, work stoppages, equipment failure, power blackouts, volcanic action, other major environmental disturbances, or unusually severe weather conditions.

ARTICLE XX

SECTION 2001 EFFECTIVE DATE

This Ordinance shall be effective upon its passage.

Adopted by the Council of the City of Charlottesville on the ____ day of _____, 2025.

Clerk of Council

ACCEPTED: The franchise granted by this Ordinance is accepted, and the Company agrees to be bound by its terms and conditions.

**MCI COMMUNICATIONS
SERVICES LLC**

By: _____

Its: _____

Date _____

Policy Briefing Summary

City Council



Regarding:	Ordinance Amending City Code Section 2-38 — Organizational meeting (2nd reading)
Staff Contact(s):	Kyna Thomas, Clerk of Council
Presenter:	Kyna Thomas, Clerk of Council
Date of Proposed Action:	December 15, 2025

Issue

Aligning the City Council organizational meeting to coincide with the first regular meeting held in January following an election

Background / Rule

Section 2-38 of the City Code of the City of Charlottesville ("the City Code") provides that the City Council must meet for organization on the first day of January after the election of its members, unless that day is a holiday or a Sunday.

Analysis

The City Council holds regular meetings on the first and third Mondays of every month and wishes to amend the City Code so that the organizational meeting will coincide with the first regular meeting held in January following an election.

Financial Impact

n/a

Recommendation

Waiver of second reading with 4/5 affirmative vote

Recommended Motion (if Applicable)

"I move adoption of the ordinance amending City Code Section 2-38."

Attachments

1. Ordinance Amending Sec 2-38 of the City Code



ORDINANCE #O-__-__
Amending City Code Section 2-38 - Organizational meeting

WHEREAS Section 2-38 of the City Code of the City of Charlottesville (“the City Code”) provides that the City Council must meet for organization on the first day of January after the election of its members, unless that day is a holiday or a Sunday; and

WHEREAS the City Council holds regular meetings on the first and third Monday of every month; and

WHEREAS the City Council wishes to amend the ordinance such that the organizational meeting will coincide with the first regular meeting held in January following an election.

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

Section 2-38 of the City Code of the City of Charlottesville is hereby repealed and replaced with the following:

Sec. 2-38. Organizational Meeting

(a) The City Council shall meet for organization during its first regular meeting held in January after the election of its members. In case of unavoidable absence from such meeting of any member elect, a special meeting may be called from time to time as the Council may deem proper.

(b) Subsection (a) notwithstanding, a special meeting of the City Council may be held for the purpose of organization on or after the first day of January but prior to the first regular meeting in January when called by the mayor or requested by two or more members of the Council in accord with Virginia law governing special meetings.

Date Introduced: December 1, 2025

Date Adopted:

Certified: _____
Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Resolutions to 1) Dissolve the Regional Transit Partnership and 2) approve a Memorandum of Understanding for administration of the Charlottesville-Albemarle Regional Transit Authority by the Thomas Jefferson Planning District Commission
Staff Contact(s):	Ben Chambers, Transportation Planning Manager, James Freas, Deputy City Manager
Presenter:	Ben Chambers, Transportation Planning Manager
Date of Proposed Action:	December 15, 2025

Issue

Dissolution of the Regional Transit Partnership and Memorandum of Understanding for the administration of the Charlottesville-Albemarle Regional Transit Authority by the Thomas Jefferson Planning District Commission

Background / Rule

The Regional Transit Partnership (RTP) was founded in 2017 to serve as an interim body and precursor for establishing a regional transit authority. In 2024, City Council and the Albemarle County Board of Supervisors voted to establish the Charlottesville-Albemarle Regional Transit Authority (CARTA). Through 2025, the RTP successfully provided a strong forum for communication and coordination between transit providers and played a critical role in building consensus around regional transit priorities. CARTA is continuing that work and will serve as the City's vehicle for engaging in regional planning and shared funding strategies for transit.

Analysis

The RTP has been administered through the Thomas Jefferson Planning District Commission, under a Memorandum of Understanding, since 2017. This Memorandum can be amended to dissolve the RTP with the signature of each of the region's transit partners, including the City of Charlottesville, as both a locality and operator of Charlottesville Area Transit. With CARTA taking on the responsibilities and administrative needs previously held by RTP, TJPDC will continue to support this regional planning effort, but a new Memorandum of Understanding is necessary to provide an updated guiding document for their work for the new authority, similar to the previous RTP Memorandum of Understanding.

Financial Impact

There is no change in the financial support that is associated with continuing TJPDC's role as administrators of the regional transit authority.

Recommendation

NDS staff recommends the adoption of two resolutions, one signing an amendment to the RTP's Memorandum of Understanding that would dissolve the RTP and a second that approves signing a new Memorandum of Understanding for the administration of CARTA by TJPDC.

Recommended Motion (if Applicable)

Attachments

1. Letter Requesting RTP Dissolution - Charlottesville
2. RTP MOU - Amendment
3. CARTA MOU - City County TJPDC
4. Regional Transit Partnership MOU - Fully Executed 6.10.2021
5. Resolution to Dissolve the Regional Transit Partnership
6. Resolution to Approve a Memorandum of Understanding on CARTA



Regional Vision ▪ Collaborative Leadership ▪ Professional Service

Juandiego Wade, Mayor
Charlottesville City Council
PO Box 911
Charlottesville, VA 22902

November 6, 2025

Dear Mayor Wade and Members of the Charlottesville City Council:

The Thomas Jefferson Planning District Commission (TJPDC) submits this letter formally requesting dissolution of the Regional Transit Partnership (RTP) following the activation of the Charlottesville-Albemarle Regional Transit Authority (CARTA). Effective December 2025, CARTA will serve as the primary forum for regional transit discussion and decision-making and will continue working toward legislative pursuits to secure revenue-generating authority.

Following a recommendation from the Regional Transit Coordination Study, the RTP was established in 2017 to serve as an interim body and precursor for establishing a regional transit authority. Since formation, the RTP has successfully provided a strong forum for communication and coordination between transit providers and played a critical role in building consensus around regional transit priorities.

The RTP completed a strategic plan (2018), Albemarle County Transit Expansion Study/Micro-CAT (2022), Regional Transit Vision Plan (2022), and Transit Governance Study (2024) that provided the foundation for CARTA activation in 2024. As a result of the work of the RTP, the City of Charlottesville and Albemarle County have a regional transit vision that community members and transit providers support. The activation of CARTA represents a significant milestone in the region's efforts to formalize a unified approach to regional transit planning and governance.

The principal guiding document that identifies partners, roles, and responsibilities for the RTP is the attached Memorandum of Understanding (MOU), last amended in 2021. It reflects the shared commitment of its signatories, the region's transit partners:

- Albemarle County
- Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO)
- City of Charlottesville, on behalf of Charlottesville Area Transit (CAT)
- Jaunt
- Thomas Jefferson Planning District Commission (TJPDC)
- University of Virginia (UVA)

According to **Article 6 – Amendments:**

Amendments to this AGREEMENT, as mutually agreed to, may be made by written agreement between all parties of this AGREEMENT.

Pursuant to Article 6, the TJPDC is requesting action from [Board/Agency] to concur with formally dissolving the Regional Transit Partnership.

City of Charlottesville Albemarle County Fluvanna County Greene County Louisa County Nelson County

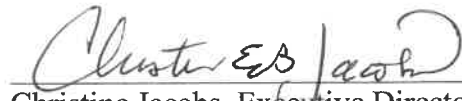
401 East Water Street ▪ Post Office Box 1505 ▪ Charlottesville, Virginia 22902-1505
Telephone (434) 979-7310 ▪ Fax (434) 979 1597 ▪ Virginia Relay Users: 711 (TDD) ▪ email: info@tjpd.org ▪ web: www.tjpd.org

Thank you for your leadership, partnership, and participation in the RTP over the past several years. The RTP has been instrumental in laying the foundation for a stronger, more coordinated regional transit system and we look forward to continuing our collaboration through the Charlottesville-Albemarle Regional Transit Authority.

Sincerely,


Keith Smith, Chair
Thomas Jefferson Planning District Commission

11.6.25
Date


Christine Jacobs, Executive Director
Thomas Jefferson Planning District Commission

11/7/25
Date

Attachments:

Memorandum of Understanding on the Jefferson Area Regional Transit Partnership (RTP)

CC:

Mr. Ned Gallaway, Albemarle County Board of Supervisors
Mr. Mike Pruitt, Albemarle County Board of Supervisors
Mr. Philip D'Oronzio, City of Charlottesville Planning Commission
Mr. Michael Payne, City of Charlottesville City Council
Mr. Tony O'Brien, Fluvanna County Board of Supervisors
Mr. Tim Goolsby, Greene County Board of Supervisors
Mr. James Higgins, Greene County Citizen Representative
Mr. Manning Woodward, Louisa County Board of Supervisors
Mr. Tommy Barlow, Louisa County Board of Supervisors
Mr. Ernie Reed, Nelson County Board of Supervisors
Mr. Jesse Rutherford, Nelson County Board of Supervisors

**AMENDMENT TO THE
MEMORANDUM OF UNDERSTANDING
ON THE JEFFERSON AREA
REGIONAL TRANSIT PARTNERSHIP (RTP)**

WHEREAS, the Regional Transit Partnership was established following a recommendation of the Regional Transit Coordination Study in 2017 to serve as an interim body and precursor for establishing a regional transit authority; and

WHEREAS, on October 30, 2017, the Charlottesville-Albemarle Metropolitan Planning Organization, the City of Charlottesville, the County of Albemarle, JAUNT, Inc, and the Thomas Jefferson Planning District Commission entered into an original Memorandum of Understanding defining the vision, roles and responsibilities for the Regional Transit Partnership; and

WHEREAS, on June 10, 2021, these parties amended this Memorandum of Understanding to include the University of Virginia among the PUBLIC TRANSIT OPERATORS and signatories of this agreement; and

WHEREAS, since its creation, the Regional Transit Partnership has successfully provided a strong forum for communication and coordination between transit providers and filled a critical role in building consensus around regional transit priorities; and

WHEREAS, the Regional Transit Partnership has completed studies including the RTP Strategic Plan (2018), Albemarle County Transit Expansion Study (2022), Regional Transit Vision Plan (2022), and Transit Governance Study (2024) and effectively followed recommendations that led to the activation of the Charlottesville-Albemarle Regional Transit Authority; and

WHEREAS, the Charlottesville-Albemarle Regional Transit Authority will assume the long-term role of regional transit planning, coordination, and decision-making; and

WHEREAS, Article 6 of the Memorandum of Understanding provides that amendments to this AGREEMENT, as mutually agreed to, may be made by written agreement between all parties of this AGREEMENT; and

WHEREAS, these parties agree that it is appropriate and most efficient to terminate this Memorandum of Understanding on the Regional Transit Partnership and transfer its roles, responsibilities, and deliverables to the regional transit authority.

NOW, THEREFORE, after thoughtful consideration and significant progress in regional transit planning, all parties agree to amend this Memorandum of Understanding with a termination date of December 2025.

Signatures:



Keith Smith, Chair
Thomas Jefferson Planning District Commission

11.6.25

Date

WITNESS BY 

Brad Burdette, President
Jaunt, Inc.

Date

WITNESS BY _____

Ned Gallaway, Chair
Charlottesville-Albemarle Metropolitan Planning
Organization

Date

WITNESS BY _____

Jaundiego Wade, Mayor
Charlottesville City Council, and on behalf of
Charlottesville Area Transit

Date

WITNESS BY _____

Jim Andrews, Chair
Albemarle County Board of Supervisors

Date

WITNESS BY _____

Jennifer Wagner Davis, EVP-COO
University of Virginia

Date

WITNESS BY _____

**MEMORANDUM OF UNDERSTANDING
ON THE CHARLOTTESVILLE-ALBEMARLE
REGIONAL TRANSIT AUTHORITY**

This Memorandum of Understanding (MOU) establishes a framework for collaboration and cooperation between the Thomas Jefferson Planning District Commission (TJPDC), County of Albemarle, and City of Charlottesville regarding the administration, coordination, and support for the Charlottesville-Albemarle Regional Transit Authority (CARTA). The intent of this MOU is to identify payment terms, roles, and responsibilities of each party.

PARTIES TO AGREEMENT:

Thomas Jefferson Planning District Commission
Christine Jacobs, Executive Director
401 E. Water Street/PO Box 1505
Charlottesville, VA 22902-1505

County of Albemarle
Jeffrey Richardson, County Executive
401 McIntire Road
Charlottesville, VA 22902

City of Charlottesville
Samuel Sanders, Jr., City Manager
605 E. Main Street/P.O. Box 911
Charlottesville, VA 22902

PERIOD OF AGREEMENT:

This agreement will remain in place until amended in writing by all parties. Either party to this agreement may terminate this MOU with at least one hundred eighty (180) days notice prior to the start of the next fiscal year. If this MOU is terminated in compliance with this provision and other terms of the MOU, all parties agree to cooperate on staff support service termination in a civil and appropriately timely manner. TJPDC shall provide all records, property, or other materials necessary for the effective transition no later than ninety (90) days following the conclusion of the fiscal year.

FUNDING:

The County of Albemarle and City of Charlottesville will fund TJPDC administration services outlined in this MOU at 50% each. Formal budget requests will be made each year through the City and County's annual agency budget request process.

ROLES AND RESPONSIBILITIES

The TJPDC shall serve as the lead administrative agency for CARTA, providing staffing, coordination, and technical support.

TJPDC will:

- I. Provide staff support as the lead for administration and programming for CARTA, with funding from the County of Albemarle and City of Charlottesville.
- II. Perform administrative support services, including but not limited to:
 - a. Meeting planning and preparation, technical logistics, dissemination of meeting materials, issuance of public notices, and recordkeeping for all regular and special meetings of CARTA and its Committees as established by Bylaws or other governing documents. Meeting materials will be provided by TJPDC staff and posted for the public on the TJPDC website in accordance with § 2.2-3707 of the *Code of Virginia*.
 - b. Webpage management and maintenance.

- c. Annual reporting, as required or requested by the Bylaws, General Assembly of Virginia, Auditor of Public Accounts, Virginia Department of Transportation, or member jurisdictions.
- III. Serve as a liaison to the Commonwealth of Virginia, including the Virginia Department of Rail and Public Transportation (DRPT) and Virginia Department of Transportation (VDOT).
- IV. Support grant writing and grant administration activities on behalf of CARTA.
- V. Planning and technical support
 - a. Provide research, data collection, and analysis to support decision-making.
- VI. Contract with professional contractors and consultants on behalf of CARTA to fulfill the necessary duties and responsibilities for CARTA as identified by the Bylaws and other governing documents.

Albemarle County will:

- I. Provide local funds annually committed as cash match for the administration.
- II. Provide staff support to assist with project tasks, including but not limited to:
 - a. Participate in regular and special meetings of the CARTA.
 - b. Provide transit operational data, performance metrics, and financial information for County-supported transit services.
 - c. Collaborate with TJPDC staff in developing meeting materials, grant applications, and transit planning.
 - d. Support coordination of CARTA initiatives with County departments, staff, and elected officials.

City of Charlottesville will:

- I. Provide local funds annually committed as cash match for the administration.
- II. Provide staff support to assist with project tasks, including but not limited to:
 - a. Participate in regular and special meetings of the CARTA.
 - b. Provide transit operational data, performance metrics, and financial information for City-supported transit services.
 - c. Collaborate with TJPDC staff in developing meeting materials, grant applications, and transit planning.
 - d. Support coordination of CARTA initiatives with City departments, staff, and elected officials.

Accepted by:

County of Albemarle

Jeffrey Richardson, County Executive

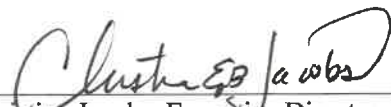
Date

City of Charlottesville

Samuel Sanders, Jr., City Manager

Date

Thomas Jefferson Planning District Commission



Christine Jacobs, Executive Director

11.9.25

Date



**Charlottesville-Albemarle Metropolitan Planning Organization
of the Thomas Jefferson Planning District Commission**
POB 1505, 401 E. Water St, Charlottesville, VA 22902 www.tjpd.org
(434) 979-7310 phone • (434) 979-1597 fax • info@tjpd.org email

**MEMORANDUM OF UNDERSTANDING
ON THE JEFFERSON AREA
REGIONAL TRANSIT PARTNERSHIP (RTP)**

This agreement is made and entered into as of June 10, 2021 by and between the Charlottesville-Albemarle Metropolitan Planning Organization hereinafter referred to as the MPO, the City of Charlottesville hereinafter referred to as the CITY, the County of Albemarle hereinafter referred to as the COUNTY, JAUNT, Inc hereinafter referred to as JAUNT, with JAUNT and Charlottesville Area Transit together hereinafter referred to as the PUBLIC TRANSIT OPERATORS, and the Thomas Jefferson Planning District Commission serving as planning and administrative staff to the MPO, hereinafter referred to as the TJPDC.

WHEREAS, in 2016, the Planning and Coordination Council (PACC) asked TJPDC to review and recommend opportunities for improved communication, coordination and collaboration on transit matters; and,

WHEREAS, the TJPDC completed work on a Regional Transit Coordination Study, where the main recommendation from this study was to establish a Regional Transit Partnership (RTP) hereinafter referred to as the PARTNERSHIP, consisting of an Advisory Board and whose charge is to provide a venue for continued communication, coordination and collaboration between transit providers, localities and other stakeholders; and,

WHEREAS, City Council and the Albemarle Board of Supervisors held a joint meeting on February 14th, 2017, where both bodies voted to support development of the PARTNERSHIP and asked TJPDC to develop an MOU; and,

WHEREAS, on October 30, 2017, the Charlottesville-Albemarle Metropolitan Planning Organization, the City of Charlottesville, the County of Albemarle, JAUNT, Inc, and the Thomas Jefferson Planning District Commission did enter into an original Memorandum of Understanding defining the vision, roles and responsibilities for the Regional Transit Partnership; and

WHEREAS, on June 10, 2021, these parties amend this Memorandum of Understanding to include the University of Virginia hereinafter referred to as UVA among the PUBLIC TRANSIT OPERATORS and signatories of this agreement.

NOW THEREFORE, be it recognized and agreed that the MPO, CITY, COUNTY, JAUNT, and UVA hereby establish the Jefferson Area Regional Transit Partnership (RTP), in accordance with the following articles.

Article 1

Staffing, Funding and Boundaries

The MPO is responsible, as the lead, for staffing and programming for the PARTNERSHIP, with Section 5303 program funding from the Federal Transit Administration (FTA) and Virginia Department of Rail and Public Transportation (DRPT). Funding will be a regular item in the MPO's Unified Planning Work Program (UPWP). The PARTNERSHIP's program area is limited to the Charlottesville-Albemarle metropolitan transportation planning area (MPA) that includes the CITY and the urbanized portions of the COUNTY.

Article 2

Function and Authority

The PARTNERSHIP will be an advisory board that provides recommendations to CITY, COUNTY, PUBLIC TRANSIT OPERATORS and other stakeholders, such as the University of Virginia (UVA). The

PARTNERSHIP shall not have any inherent decision-making powers and does not supersede management over the PUBLIC TRANSIT OPERATORS.

Article 3

Membership and Voting Structure

The composition of the PARTNERSHIP may change with time, as the Advisory Board meets and identifies an improved membership structure. At a later date, the PARTNERSHIP may extend to surrounding counties and towns, as needed. Expansion of Advisory Board members will require written amendments to this MOU. The PARTNERSHIP roster includes voting and non-voting membership. Each voting member is permitted one vote on all matters addressed by the PARTNERSHIP. All individuals on the Advisory Board have equal voting powers, with no weighted privileges given to any members.

Voting membership includes *eight* representatives, including:

- Charlottesville City Council – *two representatives*
- Albemarle Board of Supervisors – *two representatives*
- JAUNT Corporation Board – *two representatives--one urban & one rural representative with at no time having both serve from the same governmental jurisdiction.*
- Department of Rail and Public Transportation (DRPT) – *one representative*
- University of Virginia – *one representative*

There shall also be a nonvoting representative as designated by the PARTNERSHIP.

The designating body of each member locality or agency, having appointed the appropriate number of representatives to the PARTNERSHIP, as indicated in this ARTICLE, whether voting or nonvoting, may appoint an alternate member(s). Voting privileges for alternates shall be the same as for the regular member in the absence of the regular member.

There are no set term-limits for members of the PARTNERSHIP Advisory Board. Each member locality or agency shall reassess membership to the PARTNERSHIP, according to their own processes.

Article 4

Meeting Schedule and Bylaws

The PARTNERSHIP will set a meeting schedule that is coordinated with the MPO Policy Board meeting schedule. The PARTNERSHIP shall convene at least four times in a given fiscal year.

This MOU will serve as the main guiding documents for the PARTNERSHIP. The PARTNERSHIP may adopt bylaws, to aid in management of meetings. Unless otherwise determined by the PARTNERSHIP, TJPDC will facilitate and manage meetings. Voting and parliamentary procedure will be conducted according to simplified Robert's Rules of Order.

Article 5

Deliverables and Roles

As recurring responsibilities, the PARTNERSHIP will be responsible for the following:

- *Building the CITY/COUNTY Relationship.* The PARTNERSHIP will help the region build relationships and momentum for future successes.
- *Create a formal means of sharing information.* Created by an MOU, the PARTNERSHIP will create and maintain a formal mechanism for exchanging information between transit providers, localities and other stakeholders.
- *Address pressing issues immediately.* The PARTNERSHIP will provide immediate attention to pressing concerns and issues, as laid out in the Regional Coordination Study, conducted by TJPDC.
- *Facilitate transit planning.* The PARTNERSHIP will provide recommendations, assessments and guidance on transit-related matters to the CITY, COUNTY and PUBLIC TRANSIT OPERATORS.

Integrating transit into other decision-making. The PARTNERSHIP will ensure that transit will receive increased consideration in regional and local planning efforts.

Test an RTA structure. The PARTNERSHIP will provide a sample model version of a Regional Transit Authority (RTA) that allows all parties to become more familiar with the concept of a consolidated transit system.

Preparing for an RTA. Within the PARTNERSHIP, the region will have a venue for negotiating and studying an RTA that could benefit all partners in the region.

Specific deliverables include but are not limited to:

Drafting Formal Agreements: The PARTNERSHIP will review existing arrangements and transit relationships, reviewing and drafting if necessary, formal contracts and agreements. The initial and primary task would be to address the most pressing problem, the complicated web of arrangements.

Integrating Transit into Decision-Making. The PARTNERSHIP will work to integrate greater transit considerations into planning efforts around the region. The PARTNERSHIP will have involvement with the MPO's Long Range Transportation Plan (LRTP), vetting transit-related recommendations. It would also provide recommendations to local planning efforts and projects.

Coordinated Transit Development Plans and Strategies: Currently, the three transit providers have entirely separate planning documents. PUBLIC TRANSIT OPERATORS must update their Transit Development Plan (TDP) or Transit Strategic Plans (TSP) every five years. Whether done through the TDP or as a document that later consolidates planning recommendations, the PARTNERSHIP is responsible for overseeing the region's transit planning process.

Update RTA Study: The PARTNERSHIP, in coordination with the MPO, will update the RTA Study and develop a new report that will help the region determine if an RTA is feasible.

RTP Bylaws and Mission: The PARTNERSHIP may develop bylaws and mission statement.

Article 6

Amendments

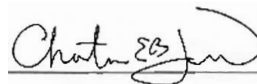
Amendments to this AGREEMENT, as mutually agreed to, may be made by written agreement between all parties of this AGREEMENT.

IN WITNESS WHEREOF, all concerned parties have executed this AGREEMENT on the day and year first written above.



Michael Payne,
Chair
Charlottesville-Albemarle Metropolitan Planning Organization

WITNESS BY



WITNESS BY

Ned L. Gallaway,
Chair
County of Albemarle Board of Supervisors

WITNESS BY

Nikkyah Walker,
Mayor
City of Charlottesville, and on behalf of the Charlottesville Transit Service

- *Integrating transit into other decision-making.* The PARTNERSHIP will ensure that transit will receive increased consideration in regional and local planning efforts.
- *Test an RTA structure.* The PARTNERSHIP will provide a sample model version of a Regional Transit Authority (RTA) that allows all parties to become more familiar with the concept of a consolidated transit system.
- *Preparing for an RTA.* Within the PARTNERSHIP, the region will have a venue for negotiating and studying an RTA that could benefit all partners in the region.

Specific deliverables include but are not limited to:

- *Drafting Formal Agreements:* The PARTNERSHIP will review existing arrangements and transit relationships, reviewing and drafting if necessary, formal contracts and agreements. The initial and primary task would be to address the most pressing problem, the complicated web of arrangements.
- *Integrating Transit into Decision-Making:* The PARTNERSHIP will work to integrate greater transit considerations into planning efforts around the region. The PARTNERSHIP will have involvement with the MPO's Long Range Transportation Plan (LRTP), vetting transit-related recommendations. It would also provide recommendations to local planning efforts and projects.
- *Coordinated Transit Development Plans and Strategies:* Currently, the three transit providers have entirely separate planning documents. PUBLIC TRANSIT OPERATORS must update their Transit Development Plan (TDP) or Transit Strategic Plans (TSP) every five years. Whether done through the TDP or as a document that later consolidates planning recommendations, the PARTNERSHIP is responsible for overseeing the region's transit planning process.
- *Update RTA Study:* The PARTNERSHIP, in coordination with the MPO, will update the RTA Study and develop a new report that will help the region determine if an RTA is feasible.
- *RTP Bylaws and Mission:* The PARTNERSHIP may develop bylaws and mission statement.

Article 6 Amendments

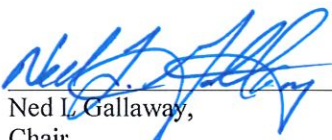

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IN WITNESS WHEREOF, all concerned parties have executed this AGREEMENT on the day and year first written above.

Signatures:

Michael Payne,
Chair
Charlottesville-Albemarle Metropolitan Planning Organization

WITNESS BY _____

 _____ WITNESS BY 
Ned L. Gallaway,
Chair
County of Albemarle Board of Supervisors

Nikuyah Walker,
Mayor
City of Charlottesville, and on behalf of the Charlottesville Transit Service

WITNESS BY _____

- *Integrating transit into other decision-making.* The PARTNERSHIP will ensure that transit will receive increased consideration in regional and local planning efforts.
- *Test an RTA structure.* The PARTNERSHIP will provide a sample model version of a Regional Transit Authority (RTA) that allows all parties to become more familiar with the concept of a consolidated transit system.
- *Preparing for an RTA.* Within the PARTNERSHIP, the region will have a venue for negotiating and studying an RTA that could benefit all partners in the region.

Specific deliverables include but are not limited to:

- *Drafting Formal Agreements:* The PARTNERSHIP will review existing arrangements and transit relationships, reviewing and drafting if necessary, formal contracts and agreements. The initial and primary task would be to address the most pressing problem, the complicated web of arrangements.
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- *Coordinated Transit Development Plans and Strategies:* Currently, the three transit providers have entirely separate planning documents. PUBLIC TRANSIT OPERATORS must update their Transit Development Plan (TDP) or Transit Strategic Plans (TSP) every five years. Whether done through the TDP or as a document that later consolidates planning recommendations, the PARTNERSHIP is responsible for overseeing the region's transit planning process.
- *Update RTA Study:* The PARTNERSHIP, in coordination with the MPO, will update the RTA Study and develop a new report that will help the region determine if an RTA is feasible.
- *RTP Bylaws and Mission:* The PARTNERSHIP may develop bylaws and mission statement.

Article 6 Amendments

Amendments to this AGREEMENT, as mutually agreed to, may be made by written agreement between all parties of this AGREEMENT.

IN WITNESS WHEREOF, all concerned parties have executed this AGREEMENT on the day and year first written above.

Signatures:

Michael Payne,
Chair
Charlottesville-Albemarle Metropolitan Planning Organization


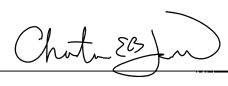
WITNESS BY _____

Ned L Gallaway,
Chair
County of Albemarle Board of Supervisors

WITNESS BY _____

Nikayah Walker,
Mayor
City of Charlottesville, and on behalf of the Charlottesville Transit Service

WITNESS BY Kyna Thomas

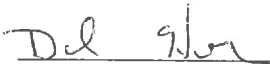
 WITNESS BY 
Randolph Parker
President
Jaunt, Inc.

_____ WITNESS BY _____
Dale Herring,
Chair
Thomas Jefferson Planning District Commission

_____ WITNESS BY _____
Jennifer Wagner Davis,
EVP-COO
University of Virginia

Randolph Parker,
President
Jaunt, Inc.

WITNESS BY _____

 _____
Dale Herring,
Chair
Thomas Jefferson Planning District Commission

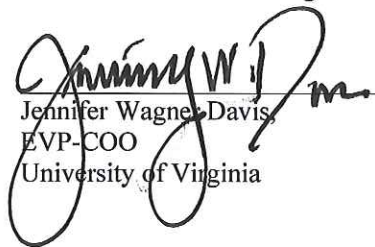

WITNESS BY  _____

Jennifer Wagner Davis,
EVP-COO
University of Virginia

WITNESS BY _____

WITNESS BY _____
Randolph Parker,
President
Jaunt, Inc.

WITNESS BY _____
Dale Herring,
Chair
Thomas Jefferson Planning District Commission

 _____ WITNESS BY 
Jennifer Wagner-Davis,
EVP-COO
University of Virginia

Resolution to Dissolve the Regional Transit Partnership

WHEREAS, the City Council made and entered into a Memorandum of Understanding establishing the Jefferson Area Regional Transit Partnership on October 30, 2017; and

WHEREAS, on December 16, 2024, City Council approved a resolution to join the Charlottesville-Albemarle Regional Transit Authority (CARTA); and

WHEREAS, over the past year CARTA has been activated and will serve as the primary forum for regional transit discussions and decision making; and

WHEREAS, the City Council finds it in the best interest of the County to dissolve the Jefferson Area Regional Transit Partnership;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Charlottesville, Virginia, hereby authorizes the City manager to execute a revised Memorandum of Understanding on behalf of the City, dissolving the Jefferson Area Regional Transit Partnership, once the revised Memorandum has been approved as to substance and form by the City Attorney.

Resolution to Approve a Memorandum of Understanding on The Charlottesville-Albemarle Regional Transit Authority

WHEREAS, on December 16, 2024, City Council approved a resolution to join the Charlottesville-Albemarle Transit Authority (CARTA); and

WHEREAS, Council finds it in the best interest of the City to approve a Memorandum of Understanding to establish a framework for collaboration and cooperation between the Thomas Jefferson Planning District Commission (TJPDC), the County of Albemarle, and the City of Charlottesville regarding the administration, coordination, and support of CARTA, identifying the payment terms, roles, and responsibilities of each party.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Charlottesville, Virginia hereby approves a Memorandum of Understanding on the Charlottesville-Albemarle Regional Transit Authority and authorizes the City Manager to execute the Memorandum of Understanding on behalf of the City once it has been approved as to substance and form by the City Attorney.

Policy Briefing Summary

City Council



Regarding:	Resolution to Grant \$50,000 to the Residential Energy Retrofit Mini-Grant Program (1 of 2 readings)
Staff Contact(s):	Emily Irvine, Climate Program Manager, Kristel Riddervold, Director of the Office of Sustainability
Presenter:	Emily Irvine, Climate Program Manager
Date of Proposed Action:	December 15, 2025

Issue

The Office of Sustainability recommends supplementing the Residential Energy Retrofit Mini-Grant program through a \$50,000 grant to the Local Energy Alliance Program (LEAP). Since its launch in July 2025, the program has been successful in supporting more than 50 Charlottesville households in making energy-saving upgrades to their homes. Without additional funds, the program will be paused.

Background / Rule

In July of 2025, in partnership with LEAP, the Office of Sustainability launched the *Residential Energy Retrofit Mini-Grant Program*, which is designed to lower barriers for community members in accessing energy-saving home improvements by providing personalized energy audit support and up to \$2,000 per household in direct financial support. The program is open to community members of all income levels and supports the following home energy upgrades:

- Energy Star or Cold-Climate Heat Pump Installation \$1,000
- Electric heat pump water heaters \$800
- Attic insulation with air sealing \$500
- Foundation insulation with air sealing \$500
- Additional wiring or electrical work \$250
- Duct Sealing \$250
- Energy Audit Reimbursement \$250

Since its launch, this program has been extremely popular and the original funding (\$58,000 for mini-grants + \$15,357 for audit support) has been nearly exhausted. The original funding has so far supported 56 households in making energy-saving upgrades to their home. The Office of Sustainability recommends supplementing the program with an additional \$50,000 so that it can continue to support community members for the remainder of the fiscal year.

Analysis

Approximately 95% of Charlottesville's greenhouse gas (GHG) emissions are attributable to non-municipal, community-based activities. Of this share, approximately 30% come from residential buildings. Climate Program staff recognize that community members need support in reducing emissions from their homes. The same actions that reduce emissions also result in reduced energy use, lower utility bills, and safer, healthier homes – all important benefits in a time of rising costs.

The Mini-Grant program has been delivered through LEAP and was designed to leverage the Community Energy Resource Hub by providing an extra layer of incentive for people to take action towards reducing their home energy usage. Program funds can be stacked with other local, state,

federal, or utility-funded initiatives. These funds will either bridge the gap to the availability of federal energy efficiency funding (HOMES and HEAR programs) or help fill the gap should those programs be rescinded.

This program supports implementation of the City's Climate Action Plan. It also contributes to one of the Strategic Outcome Areas (Climate Action) of the 2023 City Strategic Plan Framework.

Financial Impact

There is no budgetary impact to the City. The proposed funds to be added to the Residential Retrofit Mini-Grant Program are previously appropriated FY26 Climate Initiative Funds.

Recommendation

Staff recommends adoption of the Resolution.

Recommended Motion (if Applicable)

Motion to approve the resolution granting \$50,000 to support the Residential Energy Retrofit Mini-Grant Program.

Attachments

1. 2025 Residential Retrofits Supplemental Funds_Resolution

RESOLUTION #R-__-__

**TRANSFERRING FUNDS TO SUPPLEMENT
ENERGY RETROFIT MINI-GRANT PROGRAM**

WHEREAS, the City of Charlottesville has adopted climate goals for the Charlottesville community, which include 45% reduction by 2030 and carbon neutrality by 2050; and

WHEREAS, the City has established that approximately 30% of greenhouse gas emissions are associated with the residential sector, and has identified that climate action in the residential sector involves implementing energy efficiency measures, and

WHEREAS, the City of Charlottesville has worked with the Local Energy Alliance Program (LEAP) for over a decade in delivering energy efficiency and other clean energy initiatives; and

WHEREAS, LEAP is currently providing Home Energy Audits to Charlottesville homeowners, is a key partner in the recently-launched Community Energy Resource Hub, and has been successfully delivering the Residential Energy Retrofit Mini-Grant Program; and

WHEREAS, the Residential Energy Retrofit Mini-Grant Program has been designed to address barriers to implementing energy efficiency improvements in the residential sector; and

WHEREAS, City Council has previously appropriated funding for clean energy actions in the in the Climate Action Initiatives Fund and the Residential Energy Retrofit Mini-Grant Program is an initiative that aligns with the intended use of those funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$50,000 from previously appropriated funds is hereby approved to be granted to LEAP to further support the Residential Energy Retrofit Mini-Grant Program, and the City Manager is hereby authorized to execute an agreement with the Local Energy Alliance Program to govern the use of the funds.

Policy Briefing Summary

City Council



Regarding:	Resolution to Accept Huntley Avenue and Morgan Court into City Street System
Staff Contact(s):	Brennen Duncan, City Engineer
Presenter:	Brennen Duncan, City Engineer
Date of Proposed Action:	December 15, 2025

Issue

Huntley of Charlottesville LTD has requested that the City of Charlottesville, Virginia ("City"), accept Huntley Avenue and Morgan Court, in the Huntley PUD, into the City Street System for maintenance.

Background / Rule

To help provide for public safety and ensure the integrity of its roads and streets and the appropriate use of the Public Rights-of-Way, the City adopts Resolutions accepting streets that have been built to specifications and standards required by City approved subdivision plans into the City Street System for maintenance. In this case, the Huntley PUD is a twenty (20)-year legacy project that still requires street improvements. To help facilitate the conclusion of this project, the City has agreed to accept a one (1)-time financial contribution of \$300,000 from Huntley of Charlottesville LTD to facilitate the City's assumption of maintenance responsibility for Huntley Avenue and Morgan Court. This contribution reflects the amount necessary to address identified infrastructure needs and to ensure the City can responsibly assume long-term ownership and maintenance.

Analysis

The approval of street acceptance aligns with City Council's vision to ensure a Connected Community by maintaining the integrity of city roads and streets.

Financial Impact

The approval of the street acceptance will have a marginal financial impact, as the City will be taking on maintenance responsibility, including but not limited to, trash service, snow plowing, and routine street and sidewalk repairs. This cost will largely be absorbed by the current year's operational budget. If the \$300,000 contribution is not sufficient to cover the costs associated with addressing remaining repairs or improvements, City Staff would identify or request additional funding as necessary.

Recommendation

City Staff recommends City Council adopt the attached Resolution accepting Huntley Avenue and Morgan Court into the City Street System.

Recommended Motion (if Applicable)

"I make a Motion to adopt the attached Resolution accepting Huntley Avenue and Morgan Court, of the Huntley PUD, into the City Street System.

Attachments

1. Huntley Site Plan Drawing
2. RES Huntley street accept. 2025_BJD comments (1)

City of Charlottesville, Virginia

inferior to any construction within any existing public right-of-way, including connection to any existing road. A permit shall be obtained from the City of Omaha, Nebraska. This plan as drawn may not accurately reflect the requirements of the permit. Where any discrepancies occur the requirements of the permit shall govern.

2. All springs, drainage related materials and construction methods shall conform to current specifications and standards of City of Charlottesville unless otherwise noted.
3. Erosion and siltation control measures shall be provided in accordance with the approved erosion control plan and shall be installed prior to any clearing, grading or other construction.
4. All slopes and disturbed areas are to be stabilized, seeded and mulched. The minimum allowable slope is 2:1 (horizontal:vertical). Where reasonably obtainable, steeper slopes of 1.5:1 slope or better are to be achieved.
5. Roadside riprap or stabilization and lined ditch may be required when in the opinion of the City of Charlottesville Director of Engineering, or the Director's designee, it is deemed necessary in order to stabilize a drainage channel.
6. All traffic control signs shall conform with the "Virginia Manual for Uniform Traffic Control Devices".
7. Unless otherwise noted all concrete pipe shall be reinforced concrete pipe Class III.
8. All excavation for underground pipe installation must comply with OSHA Standards for the Construction Industry 29 CFR Part 1926.

2. WORK SHALL BE SUBJECT TO INSPECTION BY MUNICIPAL INSPECTORS. THE CONTRACTOR WILL BE RESPONSIBLE FOR NOTIFYING THE PROPER CITY OF CHARLOTTESVILLE OFFICIALS AT THE START OF THE WORK.

2. THE LOCATION OF EXISTING UTILITIES ACROSS THE LINE OF THE PROPOSED ROW ARE NOT NECESSARILY SHOWN ON THE PLANS AND WHERE SHOWN, ARE ONLY APPROXIMATELY CORRECT. THE CONTRACTOR SHALL ON HIS OWN INITIATIVE LOCATE ALL UNDERGROUND LINES AND STRUCTURES AS NECESSARY.
3. ALL MATERIALS AND CONSTRUCTION SHALL COMPLY WITH GENERAL WATER AND SEWER CONSTRUCTION SPECIFICATIONS AS ADOPTED BY THE CITY OF CHARLOTTEVILLE.
4. DATUM FOR ALL ELEVATIONS SHOWN IN NATIONAL GEODETIC SURVEY.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING "WES UTILITY" 61-600-552-7000.
6. ALL WATER AND SEWER PIPES SHALL HAVE A MINIMUM OF 3 FEET OF COVER MEASURED FROM THE TOP OF PIPE, OVER THE CENTERLINE OF PIPE. THIS INCLUDES ALL FIRE HYDRANT LINES, SERVICE LATERALS AND WATER LINES ETC.
7. ALL WATER AND SEWER APPURTENANCES ARE TO BE LOCATED OUTSIDE OF ROADSIDE DITCHES.
8. VALVES ON HEADEND LINES SHALL BE RODDED TO PROVIDE ADEQUATE RESTRAINT FOR THE VALVE DURING A FUTURE EXTENSION OF THE LINE.



Vicinity Map (No Scale)

PLAY AVAILABILITY:
An approved, signed copy of these plans, complete with RUD disposition, must be set up site and available for reference at all times.

RESPONSIBLE LAND DISTURBANCE REGISTRATION

VOOCIT (RLD) signature/print/initials _____

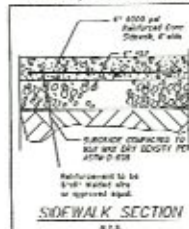
RLD Certificate No. _____

Expiration Date _____

CONTACT ADDRESS _____

CONTACT PHONE NO. _____

Notes: RLD information must be valid in the Film Industry Agency
and Industry Agency.



The designer has intended to make existing a seamless transition to war, such that what that are not grown. The computer and analysis are in this - we are in the world damage to any limits. Any damage shall be the contractor's responsibility. The contractor shall carry out any work as well as follow safety 72 hours prior to construction.

- [illegible]

1. Cover
 2. Master Plan
 3. Grading plan
 4. Utility Plan
 5. Roadway Plan & Profile
 6. Roadway Plan & Profile
 7. Roadway Plan & Profile
 8. Sanitary Sewer Profiles
 9. Sanitary Sewer Profiles
 10. Sanitary Sewer Profiles
 11. Sanitary Sewer Profiles
 12. Sanitary Sewer Profiles
 13. Storm Sewer Profiles
 14. Storm Sewer Profiles
 15. Storm Sewer Profiles
 16. Storm Sewer Profiles
 17. Erosion Control Plan
 18. Erosion Control Narrative
- ** Typical House Plan (odd on sheet)

Steve G. Grier
 62 New Southfield Dr.
 Southfield, MI 48034
 424-266-3220
 Fax 424-266-3220

Steve Grier will be present for a
 Great America & Astoria
 Cruise, leaving
 Astoria, OR
 Feb 10th - 1992
 424-266-3220

Kathleen Poirer will be present for
 Steve Grier & Associates
 424-266-3220
 Southfield MI
 Fax 424-266-3220

Approved
Mary M. Smith
 Director of Public City of Charleston
March 2, 2024
 Date

Time drawings and plans
 printed on _____
 or it is otherwise
 _____ Drafted, dimensioned and signed
 by _____ for inspection, approval, review
 _____ Noted for Construction _____

Deane Hancock 1/7, 19/10/18
 Douglas D.J. - Tuguey, 10/11.
 Douglas 'A' Tuguey, 10/11.



REVISED:

TES Engineering Company, L.L.C.
P.O. Box 336
Mellville, ND 58050
701/261-1215

Huntley
Charlotteville, Virginia

RESOLUTION
ACCEPTING HUNTLEY AVENUE AND MORGAN COURT
IN THE HUNTLEY SUBDIVISION
INTO THE CITY STREET SYSTEM FOR MAINTENANCE

WHEREAS, Huntley of Charlottesville, LTD, submitted to the City of Charlottesville, Virginia (“City”), Department of Public Works (“Department”) a subdivision plan (“Huntley PUD”) for approval; and

WHEREAS, the Huntley PUD was originally approved by the Department on March 3, 2004; and

WHEREAS, Huntley Avenue and Morgan Court (“Streets”), located in the Huntley PUD, have been substantially completed; and

WHEREAS, to help facilitate the completion of the Streets in the Huntley PUD, the City has agreed to accept a one (1)-time financial contribution of \$300,000 from Huntley of Charlottesville, LTD, to facilitate the City’s assumption of maintenance responsibility for the Streets; and

WHEREAS, the City’s Public Services Manager requested the City accept the Streets into the City’s Street System for maintenance, and;

WHEREAS, City Staff have inspected the subject Streets of the Huntley PUD and recommend the acceptance into the City’s Street System for maintenance; and

WHEREAS, the City accepts this infrastructure, with all known and unknown defects, and the acceptance will conclude all outstanding matters related to the Huntley PUD.

NOW, THEREFORE BE IT RESOLVED, by the Council of the City of Charlottesville, Virginia, on recommendation of the Department that the Streets located in the Huntley PUD, as shown on the attached drawing, are hereby formally accepted into the City Street System for maintenance.

(locality seal)

Policy Briefing Summary

City Council



Regarding:	Resolution for Compromise of Claim: Water and Wastewater Leak Credit of \$10,707.03 for Melbourne Park Owners Association
Staff Contact(s):	Chris Cullinan, Director of Finance
Presenter:	Chris Cullinan, Director of Finance
Date of Proposed Action:	December 15, 2025

Issue

Utility customer Melbourne Park Owners Association at 104/101 Melbourne Park Circle experienced a leak in their main water line to a multi-family building in August. The leak resulted in usage approximately 3.5x their normal consumption. The line was repaired and consumption has returned to normal levels. Per the City's leak credit procedures, the customer has requested a credit to their water and wastewater accounts for this location.

Background / Rule

The amount of the credit is greater than \$10,000, thus City Code Section 11-132(4) requires City Council authorization.

Analysis

Utility billing staff have calculated the water and wastewater credit to total \$10,707.03.

Financial Impact

The compromise of claim is a \$10,707.03 reduction in revenues to the Water and Wastewater Funds.

Recommendation

Approval.

Recommended Motion (if Applicable)

I move that the Resolution pass and that the Director of Finance is authorized to apply a credit of \$10,707.03 to the utility account of the Melbourne Park Owners Association.

Attachments

1. 12.15.25 Resolution Water and Wastewater Credit for Melbourne Park Owners Association

RESOLUTION

**Approval of a Compromise of Claim in the Form of a
Leak Credit of \$10,707.03 for Water and Wastewater
Charges to the Utility Account of Melbourne Park
Owners Association”**

WHEREAS, the Director of Finance, City Attorney, and City Manager concur that circumstances associated with a leak at 104/101 Melbourne Park Circle warrant a credit in the amount of \$10,707.03 for water and wastewater charges, and in accordance with City Code Sec. 11-132(4), City Council has authority to grant such a compromise of claim; now, therefore

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the Director of Finance is hereby authorized to apply a credit of \$10,707.03 to the utility account of “Melbourne Park Owners Association”.

Policy Briefing Summary

City Council



Regarding:	Resolution for Compromise of Claim: Water and Wastewater Leak Credit of \$12,454.93 for McGuffey Homeowners Association
Staff Contact(s):	Chris Cullinan, Director of Finance
Presenter:	Chris Cullinan, Director of Finance
Date of Proposed Action:	December 15, 2025

Issue

Background / Rule

Utility customer McGuffey Homeowners Association at 301 2nd Street NW experienced a leak in their main water line to a multi-family building in August. The leak resulted in usage approximately 10x their normal consumption. The line was repaired and consumption has returned to normal levels. Per the City's leak credit procedures, the customer has requested a credit to their water and wastewater accounts for this location.

The amount of the credit is greater than \$10,000, thus City Code Section 11-132 (4) requires City Council authorization.

Analysis

Utility billing staff have calculated the water and wastewater credit to total \$12,454.93.

Financial Impact

The fiscal impact of the compromise of claim is \$12,454.93 reduction in revenues to the Water and Wastewater Funds.

Recommendation

Approval.

Recommended Motion (if Applicable)

I move that the Resolution pass and that the Director of Finance is authorized to apply a credit of \$12,454.93 to the utility account of the McGuffey Homeowners Association.

Attachments

1. 12.15.25 Resolution Water and Wastewater Credit for McGuffey Homeowners Association

RESOLUTION

Approval of a Compromise of Claim in the Form of a Leak Credit of \$12,454.93 for Water and Wastewater Charges to the Utility Account of McGuffey Homeowners Association”

WHEREAS, the Director of Finance, City Attorney, and City Manager concur that circumstances associated with a leak at 301 2nd Street NW warrant a credit in the amount of \$12,454.93 for water and wastewater charges, and in accordance with City Code Sec. 11-132(4), City Council has authority to grant such a compromise of claim; now, therefore

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the Director of Finance is hereby authorized to apply a credit of \$12,454.93 to the utility account of “McGuffey Homeowners Association”.

Policy Briefing Summary

City Council



Regarding:	Resolution to appropriate \$303,660.00 from the Building Resilient Infrastructure and Communities (BRIC) Grant Program for the City of Charlottesville - Rock Creek Watershed Management Plan (1 of 2 readings)
Staff Contact(s):	Taylor Harvey-Ryan, Grants Program Manager
Presenter:	Donald Schrager, Stormwater Utility Administrator
Date of Proposed Action:	December 15, 2025

Issue

Appropriate grant funds from the Virginia Department of Emergency Management and execute the grant agreement to support the Rock Creek Watershed Management Plan.

Background / Rule

The Department of Public Utilities was notified of a grant award from the Virginia Department of Emergency Management's Building Resilient Infrastructure and Communities (BRIC) Grant Program in the amount of \$303,660 to support the Rock Creek Watershed Management Plan for February 17, 2024, to February 16, 2027.

Analysis

The City of Charlottesville was awarded \$231,360 in FEMA funds through the Virginia Department of Emergency Management to support the Rock Creek Watershed Management Plan. The grant requires a 25% match in the amount of \$72,300. These funds will be used to develop a Watershed Management Plan (WMP) to investigate options, identify solutions, and optimize benefits regionally. Potential techniques to be evaluated for the WMP include, but are not limited to the following:

- Programmatic solutions for flood resiliency including:
 - Stream monitoring
 - Floodplain ordinance recommendations
 - Strategy for participating in the Community Rating System (CRS) program
- Infrastructure improvements to reduce flooding and increase flood resilience:
 - Floodplain storage/ Reconnected floodplains
 - Existing stormwater management facility retrofits
 - New stormwater management facilities on public and undeveloped land
 - Site-scale stormwater management for local drainage issues
 - Property buyouts
 - Improved conveyance of the local drainage system, primarily culverts
 - Reduced or disconnected impervious cover
 - Increased tree canopy
- Infrastructure improvements that improve conveyance and reduce nutrient removal efficiency in existing systems will be offset with nature-based solutions such as:
 - Stream stabilization and restoration
 - Green infrastructure integration into traffic calming devices
 - Public land retrofits

In addition to building flood resilience across the watershed, the above suite of solutions will improve ecological function of the City's waterways, create and connect habitat corridors, and improve public health and safety. The WMP will be developed in seven distinct phases, as described below:

1. Data Development

Existing FEMA and City of Charlottesville stormwater models (1D/2D SWMM, HEC-RAS) will be modified to expand coverage areas and refine input data. The updated models will allow the City to assess flood risk across the watershed using regulatory design storms and climate-influenced events represented with Chesapeake Bay Watershed IDF Curve data developed by MARISA. The models will also consider potential increases to impervious cover by incorporating the City's recently developed future land use maps.

Other data to be reviewed and integrated into the management plan include the City's floodplain ordinance and the Thomas Jefferson Planning District Commission (TJPDC)'s Natural Hazard Mitigation Plan.

2. Pilot Project Field Investigations

Site surveys will be conducted to verify site conditions and eligibility for potential improvements. This may include topographic survey, boundary survey, photographs, geotechnical investigation, environmental impact assessments, and field work reports, as necessary.

3. Conceptual Design and Modeling

Desktop GIS investigations, field investigations, and the City's Streets that Work plan will be used to identify locations and techniques across the watershed to address known drainage and erosion issues, ranging from site-scale to watershed-scale.

4. 2D Model Verification

The proposed improvements included in the conceptual design will be added to the City's 2D SWMM model (draft available in Summer 2023) to verify the cumulative effects across the Rock Creek watershed. Based on the results of the 2D model, an iterative approach between 1D and 2D modeling may be necessary.

5. Permitting/Cost/Phasing Recommendations

Any improvements proposed in public right of way will require coordination with City staff and a preliminary review of permitting requirements. Conceptual designs will be shared with Public Works and Neighborhood Development Services to address feasibility issues not identified during field investigations and conceptual design.

6. Public Engagement / Stakeholder Identification

Community meetings will be scheduled to communicate the conceptual watershed management plan with a focus on how the plan is integrated with goals from the City's comprehensive plan and applicable small neighborhood plans. Depending on the locations of the proposed improvements, stakeholders may include the City of Charlottesville Parks Department, the University of Virginia, neighborhood associations, and private property owners.

7. Final Report and Model

Models will be revised based on feedback from public and stakeholder engagement, resulting in a final model, final reports, and preliminary construction documents.

Developing a watershed management plan prior to constructing improvements in the watershed is the most cost-effective approach to building flood resiliency in the City's systems and operations. This

approach avoids band-aid solutions that will not provide prolonged or comprehensive flood mitigation and resilience. It allows the City to assess the cumulative effect of watershed-scale and site-scale solutions and integrates watershed management with neighborhood and transportation planning. The result of this work will prepare the City for the next phase of FEMA funding for design and build.

Financial Impact

There is no financial impact to the City, as the match funds will be paid using previously appropriated funds in the Stormwater CIP budget.

Recommendation

Staff recommends the appropriation of the grant funds in the amount of \$231,360 from FEMA and the local match of \$72,300 to support the City of Charlottesville- Rock Creek Watershed Management Plan project. Staff recommends the City Manager execute the grant agreement between VDEM and the City of Charlottesville to support the Rock Creek Watershed Management Plan project.

Recommended Motion (if Applicable)

I move to approve the resolution appropriating \$303,660.00 to support the City of Charlottesville Rock Creek Watershed Management Plan project.

I move to approve the City Manager execute the grant agreement between the Virginia Department of Emergency Management and the City of Charlottesville and any subsequent amendments for the Rock Creek Watershed Management Plan.

Attachments

1. BRIC Resolution
2. BRIC 2022 Charlottesville Award Package (3)

RESOLUTION

Appropriating Funding in the Amount of \$303,660 To Be Received from the Virginia Department of Emergency Management's Building Resilient Infrastructure and Communities Grant Program

WHEREAS, The City of Charlottesville has been notified that it will be awarded a grant from the Building Resilient Infrastructure and Communities (B.R.I.C.) grant program from the Virginia Department of Emergency Management in the amount of \$303,660.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that upon receipt of the B.R.I.C. funding the Commonwealth of Virginia, said funding, anticipated in the sum of \$303,660, is hereby appropriated in the following manner:

Revenues

\$231,360	Fund 209	Order: 1900621	G/L 430120
72,300	Fund 209	Order: 1900621	G/L 498641

Expenditures

\$303,660	Fund 209	Order 1900621	G/L 530550
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Transfer of Previously Appropriated Funds

\$72,300	Fund 643	CC: 6431001000	G/L 561209
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BE IT FUTHER RESOLVED that this appropriation is conditioned upon receipt of \$231,360 in funds from the Commonwealth of Virginia.



COMMONWEALTH OF VIRGINIA

Department of Emergency Management

9711 Farrar Court, Suite 200, North Chesterfield, Virginia 23236
TEL 804.267.7600 TDD 804.674.2417 FAX 804.272.2046

SHAWN G. TALMADGE
State Coordinator of
Emergency Management

March 19, 2024

Mr. Samuel Sanders, Jr.
City Manager
City of Charlottesville
605 E. Main Street
Charlottesville, VA 22902-5337

RE: City of Charlottesville – Rock Creek Watershed Management Plan
EMP-2022-BR-006-0008

Dear Mr. Sanders:

I am pleased to notify you that the Federal Emergency Management Agency (FEMA) has approved the project titled "City of Charlottesville – Rock Creek Watershed Management Plan." The funds have been obligated through the Building Resilient Infrastructure and Communities grant program. Attached you will find the grant award package. Please read all documents carefully prior to initiating your project. As funded, the federal share is 75% of the total project costs, and management costs will be funded with 100% federal funds.

Your project cannot begin until the authorized agent has signed the grant award package. No reimbursements will be made until the award package is signed and received by the Virginia Department of Emergency Management. Please sign the attached grant agreement and scan and email it to Trina Addison, Hazard Mitigation Grant Administrator. Congratulations on the approval of this project. If you have questions regarding this award or the implementation of your project, please contact Trina Addison at (804) 267-7734 or by e-mail at Trina.Addison@vdem.virginia.gov.

Sincerely,

A handwritten signature in blue ink that reads "Cheryl Adkins".

Cheryl J. Adkins
CFO, Deputy State Coordinator

Enclosures

CJA/KV/ta



COMMONWEALTH OF VIRGINIA

Department of Emergency Management

9711 Farrar Court, Suite 200, North Chesterfield, Virginia 23236
TEL 804.267.7600 TDD 804.674.2417 FAX 804.272.2046

SHAWN G. TALMADGE
State Coordinator of
Emergency Management

Building Resilient Infrastructure and Communities (BRIC) Grant Program

Grant Agreement
EMP-2022-BR-006-0008

This Agreement is made as of this 17th day of February 2024, by and between the Virginia Department of Emergency Management, hereinafter called "VDEM," and the City of Charlottesville herein after called the "Sub-grantee." The UEI-EFT number for the City of Charlottesville is **C6VFXLAFKEY1**.

The parties to this Agreement, in consideration of the mutual covenants and stipulations set out herein, agree as follows:

(1) GENERAL PROVISIONS:

This Agreement is a sub-grant award of federal funds from VDEM to the sub-grantee. VDEM has received a grant from the Department of Homeland Security, Federal Emergency Management Agency's Building Resilient Infrastructure and Communities Grant Program, Catalog of Federal Domestic Assistance Number 97.047. The sub-grantee shall implement the project as set forth in the grant Agreement documents. These documents consist of:

- (1) Executed Grant Agreement;
- (2) Scope of Services, Attachment A;
- (3) Project Budget, Attachment B;
- (4) Milestone Table, Attachment C; and
- (5) Grant Assistance Agreements and VDEM-FEMA General Terms and Conditions and Assurances; Attachment D.

State agencies acting as the sub-grantee shall report all federal funds received as part of this Agreement as federal pass-thru funds on their agency's Schedule of Federal Assistance.

Nothing in this Agreement shall be construed as authority for either party to make commitments, which will bind the other party beyond the Scope of Work contained herein. Furthermore, the sub-grantee shall assign, sublet, or subcontract any work related to this Agreement or any interest it may have herein with full compliance with federal and state procurement regulations. The schedule of service set forth in the Scope of Work and Milestone Table shall be deemed to have been consented to, as required by the preceding sentence, upon the execution of this Agreement by VDEM.

(2) SCOPE OF SERVICES:

The sub-grantee shall provide the service to VDEM set forth and summarized in the Scope of Work (Attachment A) and Milestone Table (Attachment C). All deliverables shall conform to accepted standards and practices. If there is any change in the original scope of work, a formal request must be made to VDEM for review and approval prior to implementing the change. These attachments are consistent with the original VDEM-FEMA (Federal Emergency Management Agency) grant project application. The sub-grantee shall provide VDEM with quarterly reports and a final report on the progress of work set forth in the Scope of Work. The quarterly reports and final report shall contain the following components: (1) a narrative describing in detail the progress of the sub-grantee in fulfilling the provisions of the Scope of Work; (2) Reimbursement Requests as needed that itemize the expenses incurred by the sub-grantee, including separate columns for the federal, state, and the sub-grantee's matching contribution to the total cost of services as reflected in the Project Budget - Attachment B; and (3) the schedule of specific project tasks with target completion dates and actual completion dates (Milestone Table – Attachment C). The first quarterly report is due to VDEM at the end of the first complete quarter following the award of the grant.

Reporting Period

January 1 – March 31

April 1 – June 30

July 1 – September 30

October 1 – December 31

Report Due to VDEM

no later than April 15

no later than July 15

no later than October 15

no later than January 15

(3) TIME OF PERFORMANCE:

The services of the sub-grantee shall begin on the date of sub-grantee's signature of this document and terminate on **02-16-2027**, unless otherwise altered through provisions of this Agreement or extended by written authorization of VDEM. Requests for a time of performance extension must be received in writing by VDEM within 75 days of termination date with reasons for the requested time of performance extension and a revised Milestone Table – Attachment C. All time limits stated are of essence of this Agreement. All funds must be obligated no later than the project completion date. The final request for reimbursement must be received no later than 60 days after the completion date for the project.

(4) COMPENSATION:

The total project award from VDEM is **\$303,660** provided through the Building Resilient Infrastructure and Communities Grant Program. FEMA shall provide funds for the project identified in the Scope of Work (Attachment A) totaling **\$216,900**. FEMA shall also provide sub-recipient management cost funds in the amount of **\$14,460**. The sub-grantee agrees to provide a match in the amount of **\$72,300**. The sub-grantee is aware of and shall comply with cost-sharing requirements of federal and state mitigation grant assistance; specifically, that federal assistance is limited to 75 percent of the eligible expenditures, and the sub-grantee shall provide from the sub-grantee's funds 25 percent of the eligible costs. The non-federal funds must be from a non-federal funding source and can be completely fulfilled by in-kind services as long as financial records document them as such.

VDEM shall release the grant award to the sub-grantee on a cost-reimbursement basis upon receipt and approval of the sub-grantee's quarterly and final reports and deliverables as required by this Agreement or at other times agreed to by VDEM. Any cost overruns incurred by the sub-grantee during the time of performance shall be the responsibility of the sub-grantee. The sub-grantee shall

spend the funds according to the specified categories of the contract budget. The sub-grantee shall use mitigation grant funds solely for the purposes for which these funds are provided and as approved by FEMA and VDEM. General policies for determining allowable costs are established in 2 Code of Federal Regulations (CFR), Part 200, subpart E (included in Attachment D) and the appropriate OMB circulars that identify cost principles for different kinds of organizations. Minor shifts of the funds among categories by the sub-grantee, not to exceed 10 percent of any budget line item are permissible, but in no case can the total expenditures exceed the amount provided by this contract. Shifts in funds exceeding 10 percent among budget line items must be approved in writing by VDEM.

(5) ASSISTANCE:

VDEM agrees upon request of the sub-grantee to furnish, or otherwise make available to the sub-grantee, copies of existing non-proprietary materials in the possession of VDEM that are reasonably related to the subject matter of this Agreement and are necessary to the sub-grantee for completion of its performance under this Agreement. VDEM Grants Division staff will provide technical support to the sub-grantee and make periodic site visits to monitor progress.

(6) ACKNOWLEDGEMENTS:

The role of the Virginia Department of Emergency Management (VDEM) and the Federal Emergency Management Agency (FEMA) must be clearly stated in all press releases, news articles, and request for proposals, bid solicitations and other documents describing this project, whether funded in whole or part.

Acknowledgement of financial assistance, with VDEM and FEMA logos, must be printed on all reports, studies, web sites, and other products (including map products) supported, in whole or in part, by this award or any sub-award. The sub-grantee is responsible for contacting VDEM staff in adequate time to obtain the logo in camera-ready or digital form. The final draft must be approved by VDEM staff prior to production. The acknowledgement should read as follows:

This report was funded by the Federal Emergency Management Agency through the Virginia Department of Emergency Management, via Grant Agreement Number EMP-2022-BR-006-0008 for \$303,660.

(7) CREATION OF INTELLECTUAL PROPERTY:

To the extent that the copyright to any copyrightable material created pursuant to this Agreement is owned by the sub-grantee and/or the sub-grantee is empowered to license its use, VDEM agrees to grant to the sub-grantee, and hereby does grant to the sub-grantee, a license to use the materials so owned for public, not-for-profit purpose within the territory of the Commonwealth and shall execute and deliver such further documents as the Commonwealth may reasonably request for the purpose of acknowledging or implementing such license.

A copyright notice shall be placed in an appropriate location on any copyrightable material being distributed or published. Such notice shall include (1) either the symbol "©", the word "Copyright", or the abbreviation "Copr."; (2) the year of first publication; and (3) the name of the copyright owner (the Commonwealth of Virginia). This information shall be followed by the words, "all rights reserved."

(8) **STRUCTURAL MITIGATION REQUIREMENTS:**

Specific requirements must be adhered to for structural mitigation projects such as structural relocation, property acquisition and demolition, and structural retrofitting or improvement as detailed in Attachment D. These requirements can include deed restrictions, operation and maintenance plans, and insurance requirements, as dictated by the specific grant and project requirements.

(9) **BREACH AND TERMINATION:**

In the event of breach by the sub-grantee of this Agreement, VDEM shall provide written notice to the sub-grantee specifying the manner in which the Agreement has been breached. If a notice of breach is given and the sub-grantee has not substantially corrected the breach within 60 days of receipt of the written notice, VDEM shall have the right to terminate the Agreement. The sub-grantee shall be paid for no service rendered or expense incurred after receipt of the notice of termination, except such fees and expenses incurred prior to the effective date of termination that are necessary for curtailment of its work under the Agreement. Termination of this Agreement can occur as an effect of one of two results: First, as a result of the proper completion and closeout of this project. Second, termination may occur as a result of *Termination for Convenience* or other termination as allowed or required by 2 CFR 200.339 for projects which cannot be completed as described in the FEMA-approved grant project application and the Scope of Services – Attachment, herein. Communication of this decision and information related to the project termination will be provided to the sub-grantee in coordination with FEMA through registered mail.

IN WITNESS THEREOF, the parties have caused this Agreement to be executed by the following duly authorized officials:

Sub-grantee:

City of Charlottesville

By: _____

Date: _____

Authorized Sub-grantee Signatory

Grantor:

Virginia Department of Emergency Management

By: Cheryl Adkins

Date: 3/19/2024

Cheryl Adkins - CFO, Deputy State Coordinator

Project Sponsor: City of Charlottesville

Project Title: City of Charlottesville – Rock Creek Watershed Management Plan

Project Description from BRIC application:

The City will develop a Watershed Management Plan (WMP) to investigate options, identify solutions, and optimize benefits regionally. Potential techniques to be evaluated for the watershed management plan include, but are not limited to, the following:

- Programmatic solutions for flood resiliency including:
 - Stream monitoring
 - Floodplain ordinance recommendations
 - Strategy for participating in the community rating system (CRS) program
- Infrastructure improvements to reduce flooding and increase flood resilience:
 - Floodplain storage / Reconnected floodplains
 - Existing stormwater management facility retrofits
 - New stormwater management facilities on public and undeveloped land
 - Site-scale stormwater management for local drainage issues
 - Property buyouts
 - Improved conveyance of the local drainage system, primarily culverts
 - Reduced or disconnected impervious cover
 - Increased tree canopy
- Infrastructure improvements that improve conveyance and reduce nutrient removal efficiency in existing systems will be offset with nature-based solutions such as:
 - Stream stabilization and restoration
 - Green infrastructure integration into traffic calming devices
 - Public land retrofits

In addition to building flood resilience across the watershed, the above suite of solutions will improve ecological function of the City's waterways, create and connect habitat corridors, and improve public health and safety. The WMP will be developed in seven distinct phases, as described below.

1. Data Development

Existing FEMA and City of Charlottesville stormwater models (1D/2D SWMM, HEC-RAS) will be modified to expand coverage areas and refine input data. The updated models will allow the City to assess flood risk across the watershed using regulatory design storms and climate-influenced events represented with Chesapeake Bay Watershed IDF Curve data developed by MARISA. The models will also consider potential increases to impervious cover by incorporating the City's recently developed future land use maps.

Other data to be reviewed and integrated into the management plan include the City's floodplain ordinance and the Thomas Jefferson Planning District Commission (TJPDC)'s Natural Hazard Mitigation Plan.

2. Pilot Project Field Investigations

Site surveys will be conducted to verify site conditions and eligibility for potential improvements. This may include topographic survey, boundary survey, photographs, geotechnical investigation, environmental impact assessments, and field work reports, as necessary.

3. Conceptual Design and Modeling

Desktop GIS investigations, field investigations, and the City's Streets that Work plan will be used to identify locations and techniques across the watershed to address known drainage and erosion issues, ranging from site-scale to watershed-scale.

4. 2D Model Verification

The proposed improvements included in the conceptual design will be added to the City's 2D SWMM model (draft available in Summer 2023) to verify the cumulative effects across the Rock Creek watershed. Based on the results of the 2D model, an iterative approach between 1D and 2D modeling may be necessary.

5. Permitting / Cost / Phasing Recommendations

Any improvements proposed in public right of way will require coordination with City staff and a preliminary review of permitting requirements. Conceptual designs will be shared with Public Works and Neighborhood Development Services to address feasibility issues not identified during field investigations and conceptual design.

6. Public Engagement / Stakeholder Identification

Community meetings will be scheduled to communicate the conceptual watershed management plan with a focus on how the plan is integrated with goals from the City's comprehensive plan and applicable small neighborhood plans. Depending on the locations of the proposed improvements, stakeholders may include the City of Charlottesville Parks Department, the University of Virginia, neighborhood associations, and private property owners.

7. Final Report and Model

Models will be revised based on feedback from public and stakeholder engagement, resulting in a final model, final reports, and preliminary construction documents.

Developing a watershed management plan prior to constructing improvements in the watershed is the most cost-effective approach to building flood resiliency in the City's systems and operations. This approach avoids band-aid solutions that will not provide prolonged or comprehensive flood mitigation and resilience. It allows the City to assess the cumulative effect of watershed-scale and site-scale solutions and integrates watershed management with neighborhood and transportation planning. The result of this work will prepare the City for the next phase of FEMA funding for design and build.

Attachment B
EMP-2022-BR-006-0008
Project Budget

Project Awarded Budget – Funding Source BRIC:

Federal Project Funds (75%)	\$ 216,900
Local Project Funds (25%)	\$ 72,300
Sub-recipient Management Costs	\$ 14,460
Total Project Funds	\$ 303,660

Project Budget from VDEM-FEMA BRIC application:

Cost Type	Quantity	Unit Cost Average	Total
Data Review & Development	1	\$16,000	\$16,000
Pilot Project Field Investigations	1	\$48,200	\$48,200
Conceptual Design and Modeling	1	\$110,000	\$110,000
2D Model Verification	1	\$18,000	\$18,000
Program Recommendations	1	\$21,000	\$21,000
Phasing and Cost Estimates	1	\$12,000	\$12,000
Public Engagement	1	\$28,000	\$28,000
Final Report and Model	1	\$36,000	\$36,000
Total Project Costs			\$289,200

Cost Type	Quantity	Unit Cost Average	Total
Sub-Recipient Management Costs	1	\$14,460	\$14,460

Attachment C
EMP-2022-BR-006-0008
Project Milestone Table

Project Milestone	Estimated Time to Complete
Project Implementation with VDEM	90 days
Data Development	90 days
Pilot Project Field Investigations	180 days
Conceptual Design and Modeling	210 days
2D Modeling Verification	90 days
Program Development	90 days
Permitting/Cost/Phasing Recommendations	30 days
Public Engagement/Stakeholder Identification	90 days
Final Report and Model	120 days
Closeout with VDEM	90 days
TOTAL Days	1095 days

Attachment D

Administrative Requirements and Guidance

Federal Administration and Guidance Documents:

1. 2 CFR Part 200 Cost Principles for State, Local, Indian Tribal Governments
2. CATEX documentation (where required)
3. Structural Mitigation Project Requirements (where required)
4. Current Hazard Mitigation Assistance (HMA) Guidelines
5. FEMA Award Package

Federal Emergency Management Agency (FEMA) Contact:

Alexis Malehorn
FEMA Region III
One Independence Mall, 6th Floor
615 Chestnut Street
Philadelphia, PA 19106-4404
Mobile: (202) 919-1628
alexis.malehorn@fema.dhs.gov

Hazard Mitigation Assistance
Non-Supplanting Certification

I certify that any funds awarded under the Building Resilient Infrastructure and Communities (BRIC) grant program will be used to supplement existing funds for program activities and will not replace (supplant) non-federal funds.

Designated Agent

Name

Signature

Title

Agency

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 02/16/2024



Debbie Messmer
EMERGENCY MGMT DEPARTMENT OF
9711 FARRAR COURT STE 200
NORTH CHESTERFIELD, VA 23236

EMP-2022-BR-006

Dear Debbie Messmer,

\$850,041.75 in Federal Funding.

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year 2022 Building Resilient Infrastructure and Communities funding opportunity has been approved in the amount of \$850,041.75 in Federal Funding.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Award Summary
- Agreement Articles
- Obligating Document
- FY 2022 BRIC Notice of Funding Opportunity (NOFO)

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in black ink, appearing to read "Maryann Tierney", is written over a light gray rectangular background. Below the signature, the words "Regional Administrator" are printed in a small, black, sans-serif font.

Maryann Tierney
Regional Administrator

Award Summary

Program: Fiscal Year 2022 Building Resilient Infrastructure and Communities

Recipient: EMERGENCY MGMT DEPARTMENT OF

UEI-EFT: F2G3FMDN23M4-

DUNS number: 809740020

Award number: EMP-2022-BR-006

Summary description of award

The purpose of the Building Resilient Infrastructure and Communities (BRIC) grant program is to provide grants to States and Indian Tribal government or territory that, in turn, provide Subawards to local governments for cost-effective mitigation activities. Funds will be used to implement a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures, while also reducing reliance on funding from actual disaster declarations.

Except as otherwise approved as noted in this award, the information you provided in your application for Fiscal Year (FY) 2022 Building Resilient Infrastructure and Communities funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

Amount awarded

The amount of the award is detailed in the attached Obligating Document for Award. The following are budgeted estimates for object classes for this award (including Federal share plus your cost share, if applicable):

Object Class	Total
Personnel	\$73,626.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$0.00
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$1,011,260.00

Object Class	Total
Indirect charges	\$0.00
Federal	\$850,041.75
Non-federal	\$234,844.25
Total	\$1,084,886.00

Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, as appropriate, per 2 C.F.R. § 200.308 and the FY 2022 BRIC NOFO.

The terms of the approved application materials submitted by the recipient for the following subawards and activities are incorporated into the terms of this Federal award, subject to the additional descriptions and limitations stated in this award package, and subject to the limitations stated in subsequent approvals by FEMA of changes to the prime award, subawards, or activities. Post-award documents uploaded into the FEMA GO system for this award are also incorporated into the terms and conditions of this Federal award, subject to any limitations stated in subsequent approvals by FEMA of changes to the prime award, subawards, or activities. Subawards or activities not listed in this award package are not approved for funding under this award.

Approved request details:

FEMA's Subgrant ID: EMP-2022-BR-006-0005

Subrecipient: THE VIRGINIA DEPARTMENT OF ENERGY

Cost estimate

Item : Other (Explain)

Lead Geologist Fringe Benefits

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
3	Each	\$43,400.00	\$130,200.00	No	Fringe benefits

CHANGE FROM APPLICATION

Name of cost item from **Geologist Fringe Benefits** to **Lead Geologist Fringe Benefits**

Quantity from **1** to **3**

Unit price from **\$184,808.00** to **\$43,400.00**

JUSTIFICATION

Updated to match budget breakdown

Item : Other (Explain)

Geologist Fringe (Match)

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$54,608.00	\$54,608.00	No	Fringe benefits

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

Updated to match budget breakdown

Item : Other (Explain)

Geologist Technician Fringe Benefits

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
3	Each	\$20,250.00	\$60,750.00	No	Fringe benefits

CHANGE FROM APPLICATION

Quantity from 1 to 3

Unit price from \$60,750.00 to \$20,250.00

JUSTIFICATION

Updated to match budget breakdown

Item : Other (Explain)

Geologist Technician

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
3	Each	\$45,000.00	\$135,000.00	No	Personnel

CHANGE FROM APPLICATION

Quantity from 1 to 3

Unit price from \$135,000.00 to \$45,000.00

JUSTIFICATION

Updated to match budget breakdown

Item : Other (Explain)**Lead Geologist Wage**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$187,280.00	\$187,280.00	No	Personnel

CHANGE FROM APPLICATION

Name of cost item from **Geologist Wage** to **Lead Geologist Wage****Unit price** from **\$269,619.00** to **\$187,280.00**

JUSTIFICATION

Updated to match budget breakdown

Item : Other (Explain)**Lead Geologist (Match)**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$82,339.00	\$82,339.00	No	Personnel

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

Updated to match budget breakdown

Management cost

Item : Salaries					
QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$32,423.00	\$32,423.00	No	Personnel

FEMA's Subgrant ID: EMP-2022-BR-006-0008

Subrecipient: CITY OF CHARLOTTESVILLE

Management cost

Item : Salaries					
QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$14,460.00	\$14,460.00	No	Personnel

Cost estimate

Item : Other (Explain)					
Phasing and Cost Estimates					
QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$12,000.00	\$12,000.00	No	Other

Item : Other (Explain)**Program Recomendations**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$21,000.00	\$21,000.00	No	Other

Item : Other (Explain)**Final Report and Model**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$36,000.00	\$36,000.00	No	Other

Item : Other (Explain)**DATA REVIEW AND DEVELOPMENT**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$16,000.00	\$16,000.00	No	Other

Item : Other (Explain)**Conceptual Design and Modeling**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$110,000.00	\$110,000.00	No	Other

Item : Other (Explain)**Public Engagement**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$28,000.00	\$28,000.00	No	Other

Item : Other (Explain)**2D Model Verification**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$18,000.00	\$18,000.00	No	Other

Item : Other (Explain)**Pilot Project Field Investigations**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$48,200.00	\$48,200.00	No	Other

FEMA's Subgrant ID: EMP-2022-BR-006-0022

Subrecipient: EMERGENCY MGMT DEPARTMENT OF

Cost estimate**Item : Other (Explain)****Grants Management System Enhancements & Management**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$350,000.00	\$350,000.00	No	Contractual

CHANGE FROM APPLICATION

Item marked **deferred**

JUSTIFICATION

Deferred until additional projects are awarded.

Item : Other (Explain)**Grant Staff - Salary and Benefits**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$73,626.00	\$73,626.00	No	Personnel

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

This is a portion of the salary and benefits that were originally requested with the application as FEMA awards projects.

Item : Other (Explain)**Contract Support Application and Grants Management**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$3,000,000.00	\$3,000,000.00	No	Contractual

CHANGE FROM APPLICATION

Item marked deferred

JUSTIFICATION

Deferred until additional projects are awarded.

Item : Other (Explain)**Salary-Benefits for Grants Manager 4yrs**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
4	Each	\$50,000.00	\$200,000.00	No	Personnel

CHANGE FROM APPLICATION

Item marked **deferred**

JUSTIFICATION

Deferred until additional projects are awarded.

Item : Other (Explain)**Salary-Benefits for Deputy SHMO 4yrs**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
4	Each	\$40,000.00	\$160,000.00	No	Personnel

CHANGE FROM APPLICATION

Item marked **deferred**

JUSTIFICATION

Deferred until additional projects are awarded.

Item : Other (Explain)**Salary-Benefits for 5 Grants Administrators 4yrs**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
4	Each	\$170,000.00	\$680,000.00	No	Personnel

CHANGE FROM APPLICATION

Item marked **deferred**

JUSTIFICATION

Deferred until additional projects are awarded.

Item : Other (Explain)**Salary-Benefits for Grants Program Support 4yrs**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
4	Each	\$80,000.00	\$320,000.00	No	Personnel

CHANGE FROM APPLICATION

Item marked **deferred**

JUSTIFICATION

Deferred until additional projects are awarded.

Item : Other (Explain)**Salary-Benefits for Grants Division Director 4yrs**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
4	Each	\$45,000.00	\$180,000.00	No	Personnel

CHANGE FROM APPLICATION

Item marked **deferred**

JUSTIFICATION

Deferred until additional projects are awarded.

Item : Other (Explain)**Salary-Benefits for State Hazard Mit Planner 4yrs**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
4	Each	\$90,000.00	\$360,000.00	No	Personnel

CHANGE FROM APPLICATION

Item marked **deferred**

JUSTIFICATION

Deferred until additional projects are awarded.

Item : Other (Explain)**Office Supplies and Equipment**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$50,000.00	\$50,000.00	No	Equipment

CHANGE FROM APPLICATION

Item marked **deferred**

JUSTIFICATION

Deferred until additional projects are awarded.

Item : Other (Explain)**Agency Costs - Direct Costs**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$25,000.00	\$25,000.00	No	Other

CHANGE FROM APPLICATION

Item created

JUSTIFICATION

This is a portion of the agency costs that were originally requested with the application as FEMA awards projects.

Item : Other (Explain)**Agency Costs (5 years)**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
4	Each	\$500,000.00	\$2,000,000.00	No	Other

CHANGE FROM APPLICATION

Item marked **deferred**

JUSTIFICATION

Deferred until additional projects are awarded.

Item : Other (Explain)**Loss Avoidance Studies**

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$300,000.00	\$300,000.00	No	Contractual

CHANGE FROM APPLICATION

Item marked **deferred**

JUSTIFICATION

Deferred until additional projects are awarded.

Item : Other (Explain)

Travel and Training

QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL	PRE-AWARD	BUDGET CLASS
1	Each	\$100,000.00	\$100,000.00	No	Travel

CHANGE FROM APPLICATION

Item marked **deferred**

JUSTIFICATION

Deferred until additional projects are awarded.

Agreement Articles

Program: Fiscal Year 2022 Building Resilient Infrastructure and Communities

Recipient: EMERGENCY MGMT DEPARTMENT OF

UEI-EFT: F2G3FMDN23M4-

DUNS number: 809740020

Award number: EMP-2022-BR-006

Table of contents

Article 1	Assurances, Administrative Requirements, Cost Principles, Representations and Certifications
Article 2	General Acknowledgements and Assurances
Article 3	Acknowledgement of Federal Funding from DHS
Article 4	Activities Conducted Abroad
Article 5	Age Discrimination Act of 1975
Article 6	Americans with Disabilities Act of 1990
Article 7	Best Practices for Collection and Use of Personally Identifiable Information
Article 8	Civil Rights Act of 1964 – Title VI
Article 9	Civil Rights Act of 1968
Article 10	Copyright
Article 11	Debarment and Suspension
Article 12	Drug-Free Workplace Regulations
Article 13	Duplication of Benefits
Article 14	Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX
Article 15	E.O. 14074 – Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety
Article 16	Energy Policy and Conservation Act
Article 17	False Claims Act and Program Fraud Civil Remedies
Article 18	Federal Debt Status
Article 19	Federal Leadership on Reducing Text Messaging while Driving
Article 20	Fly America Act of 1974
Article 21	Hotel and Motel Fire Safety Act of 1990
Article 22	John S. McCain National Defense Authorization Act of Fiscal Year 2019
Article 23	Limited English Proficiency (Civil Rights Act of 1964, Title VI)
Article 24	Lobbying Prohibitions
Article 25	National Environmental Policy Act

Article	Nondiscrimination in Matters Pertaining to Faith-Based Organizations
26	
Article	Non-Supplanting Requirement
27	
Article	Notice of Funding Opportunity Requirements
28	
Article	Patents and Intellectual Property Rights
29	
Article	Procurement of Recovered Materials
30	
Article	Rehabilitation Act of 1973
31	
Article	Reporting of Matters Related to Recipient Integrity and Performance
32	
Article	Reporting Subawards and Executive Compensation
33	
Article	Required Use of American Iron, Steel, Manufactured Products, and Construction
34	Materials
Article	SAFECOM
35	
Article	Terrorist Financing
36	
Article	Trafficking Victims Protection Act of 2000 (TVPA)
37	
Article	Universal Identifier and System of Award Management
38	
Article	USA PATRIOT Act of 2001
39	
Article	Use of DHS Seal, Logo and Flags
40	
Article	Whistleblower Protection Act
41	
Article	Environmental Planning and Historic Preservation (EHP) Review
42	
Article	Applicability of DHS Standard Terms and Conditions to Tribes
43	
Article	Acceptance of Post Award Changes
44	
Article	Disposition of Equipment Acquired Under the Federal Award
45	
Article	Prior Approval for Modification of Approved Budget
46	
Article	Indirect Cost Rate
47	

Article 1**Assurances, Administrative Requirements, Cost Principles, Representations and Certifications**

I. DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non-Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances as instructed by the awarding agency. II. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200 and adopted by DHS at 2 C.F.R. Part 3002. III. By accepting this agreement, recipients, and their executives, as defined in 2 C.F.R. § 170.315, certify that their policies are in accordance with OMB's guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.

Article 2**General Acknowledgements and Assurances**

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. I. Recipients must cooperate with any DHS compliance reviews or compliance investigations conducted by DHS. II. Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities or personnel. III. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports. IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law, or detailed in program guidance. V. Recipients (as defined in 2 C.F.R. Part 200 and including recipients acting as pass-through entities) of federal financial assistance from DHS or one of its awarding component agencies must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award for the first award under which this term applies. Recipients of multiple awards of DHS financial assistance should only submit one completed tool for their organization, not per award. After the initial submission, recipients are required to complete the tool once every two (2) years if they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>. DHS Civil Rights Evaluation Tool | Homeland Security. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

Article 3**Acknowledgement of Federal Funding from DHS**

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article 4**Activities Conducted Abroad**

Recipients must ensure that project activities performed outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article 5	<p>Age Discrimination Act of 1975</p> <p>Recipients must comply with the requirements of the Age Discrimination Act of 1975, Public Law 94-135 (1975) (codified as amended at Title 42, U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.</p>
Article 6	<p>Americans with Disabilities Act of 1990</p> <p>Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101– 12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.</p>
Article 7	<p>Best Practices for Collection and Use of Personally Identifiable Information</p> <p>Recipients who collect personally identifiable information (PII) are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.</p>
Article 8	<p>Civil Rights Act of 1964 – Title VI</p> <p>Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.</p>
Article 9	<p>Civil Rights Act of 1968</p> <p>Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. § 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)</p>

Article 10	Copyright Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.
Article 11	Debarment and Suspension Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3002. These regulations restrict federal financial assistance 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.
Article 12	Drug-Free Workplace Regulations Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).
Article 13	Duplication of Benefits Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons.
Article 14	Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. 92-318 (1972) (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

Article 15	E.O. 14074 – Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety Recipient State, Tribal, local, or territorial law enforcement agencies must comply with the requirements of section 12(c) of E.O. 14074. Recipient State, Tribal, local, or territorial law enforcement agencies are also encouraged to adopt and enforce policies consistent with E.O. 14074 to support safe and effective policing.
Article 16	Energy Policy and Conservation Act Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. 94- 163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.
Article 17	False Claims Act and Program Fraud Civil Remedies Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§3729- 3733, which prohibit the submission of false or fraudulent claims for payment to the Federal Government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)
Article 18	Federal Debt Status All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)
Article 19	Federal Leadership on Reducing Text Messaging while Driving Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the Federal Government.
Article 20	Fly America Act of 1974 Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C.) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article 21	Hotel and Motel Fire Safety Act of 1990 Recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a
Article 22	John S. McCain National Defense Authorization Act of Fiscal Year 2019 Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute – as it applies to DHS recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons
Article 23	Limited English Proficiency (Civil Rights Act of 1964, Title VI) Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited and additional resources on http://www.lep.gov .
Article 24	Lobbying Prohibitions Recipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.
Article 25	National Environmental Policy Act Recipients must comply with the requirements of the National Environmental Policy Act of 1969, (NEPA) Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq. and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans

Article 26	Nondiscrimination in Matters Pertaining to Faith-Based Organizations It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.
Article 27	Non-Supplanting Requirement Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.
Article 28	Notice of Funding Opportunity Requirements All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.
Article 29	Patents and Intellectual Property Rights Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.
Article 30	Procurement of Recovered Materials States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. § 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.
Article 31	Rehabilitation Act of 1973 Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (1973), (codified as amended at 29 U.S.C. § 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article 32 Reporting of Matters Related to Recipient Integrity and Performance
General Reporting Requirements: If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Article 33 Reporting Subawards and Executive Compensation
Reporting of first tier subawards. Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

Article 34**Required Use of American Iron, Steel, Manufactured Products, and Construction Materials**

Recipients must comply with the “Build America, Buy America” provisions of the Infrastructure Investment and Jobs Act and E.O. 14005. Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless: (1) all iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States; (2) all manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and (3) all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States. The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project. Waivers When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. Information on the process for requesting a waiver from these requirements is on the website below. (a) When the federal agency has made a determination that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that: (1) applying the domestic content procurement preference would be inconsistent with the public interest; (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent. A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office. There may be instances where an award qualifies, in whole or in part, for an existing waiver described at “Buy America” Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov. The awarding Component may provide specific instructions to Recipients of awards from infrastructure programs that are subject to the “Build America, Buy America” provisions. Recipients should

refer to the Notice of Funding Opportunity for further information on the Buy America preference and waiver process.

Article 35 SAFECOM

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article 36 Terrorist Financing

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Article 37 Trafficking Victims Protection Act of 2000 (TVPA)

Trafficking in Persons. Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106 (g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. § 7104. The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated here by reference.

Article 38 Universal Identifier and System of Award Management

Requirements for System for Award Management and Unique Entity Identifier
Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

Article 39 USA PATRIOT Act of 2001

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

Article 40 Use of DHS Seal, Logo and Flags

Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article 41 Whistleblower Protection Act

Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

Article 42**Environmental Planning and Historic Preservation (EHP) Review**

DHS/FEMA funded activities that may require an Environmental Planning and Historic Preservation (EHP) review are subject to the FEMA EHP review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires the recipient to comply with all federal, state and local laws. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP review process, as mandated by: the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and any other applicable laws and executive orders. General guidance for FEMA's EHP process is available on the DHS/FEMA Website at:

<https://www.fema.gov/grants/guidance-tools/environmental-historic>. Specific applicant guidance on how to submit information for EHP review depends on the individual grant program and applicants should contact their grant Program Officer to be put into contact with EHP staff responsible for assisting their specific grant program. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive orders, regulations, and policies. If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archaeological resources are discovered the applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

Article 43**Applicability of DHS Standard Terms and Conditions to Tribes**

The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon recipients and flow down to sub-recipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.

Article 44**Acceptance of Post Award Changes**

In the event FEMA determines that an error in the award package has been made, or if an administrative change must be made to the award package, recipients will be notified of the change in writing. Once the notification has been made, any subsequent requests for funds will indicate recipient acceptance of the changes to the award. Please call FEMA Grant Management Operations at (866) 927-5646 or via e-mail to: ASK-GMD@fema.dhs.gov if you have any questions.

Article 45**Disposition of Equipment Acquired Under the Federal Award**

For purposes of original or replacement equipment acquired under this award by a non-state recipient or non-state sub-recipients, when that equipment is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, you must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. section 200.313. State recipients and state sub-recipients must follow the disposition requirements in accordance with state laws and procedures.

Article 46**Prior Approval for Modification of Approved Budget**

Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. section 200.308. For purposes of non-construction projects, FEMA is utilizing its discretion to impose an additional restriction under 2 C.F.R. section 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved. For purposes of awards that support both construction and non-construction work, FEMA is utilizing its discretion under 2 C.F.R. section 200.308(h)(5) to require the recipient to obtain prior written approval from FEMA before making any fund or budget transfers between the two types of work. You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article 47**Indirect Cost Rate**

2 C.F.R. section 200.211(b)(15) requires the terms of the award to include the indirect cost rate for the federal award. If applicable, the indirect cost rate for this award is stated in the budget documents or other materials approved by FEMA and included in the award file.

Obligating document

1. Agreement No. EMP-2022-BR-006	2. Amendment No. N/A	3. Recipient No. 546002286	4. Type of Action AWARD	5. Control No. PX00004N2024T, PX00001N2024T
6. Recipient Name and Address EMERGENCY MGMT DEPARTMENT OF 9711 FARRAR CT NORTH CHESTERFIELD, VA 23236		7. Issuing FEMA Office and Address FEMA Region III One Independence Mall, 6th Floor 615 Chestnut Street Philadelphia, Pennsylvania 19106-4404 215-931-5500		8. Payment Office and Address FEMA Finance Center P.O. Box 9001 Winchester, VA 22604 (540) 504-1900
9. Name of Recipient Project Officer Debbie Messmer	9a. Phone No. 8042677732	10. Name of FEMA Project Officer Building Resilient Infrastructure and Communities Program		10a. Phone No. 770-220-5200
11. Effective Date of This Action 02/16/2024	12. Method of Payment OTHER - FEMA GO	13. Assistance Arrangement COST SHARING		14. Performance Period 02/17/2024 to 02/16/2027 Budget Period 02/17/2024 to 02/16/2027

15. Description of Action a. (Indicate funding data for awards or financial changes)						
Program Name Abbreviation	Assistance Listings No.	Accounting Data(ACCS Code)	Prior Total Award	Amount Awarded This Action + or (-)	Current Total Award	Cumulative Non-Federal Commitment
BRIC	97.047	2024-6M- GN22BR- R032-xxxx- 4101-D	\$0.00	\$98,626.00	\$98,626.00	See Totals
BRIC	97.047	2024-6N- IJ22BR- R032-xxxx- 4101-D	\$0.00	\$751,415.75	\$751,415.75	See Totals
Totals			\$0.00	\$850,041.75	\$850,041.75	\$234,844.25
b. To describe changes other than funding data or financial changes, attach schedule and check here: N/A						
16.FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address) This is not applicable for digitally signed grant agreements.						
17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)					DATE	
18. FEMA SIGNATORY OFFICIAL (Name and Title)					DATE	
Maryann Tierney, Regional Administrator					02/16/2024	



City Manager's Report

City Departments

12-15-2025

Deputy City Manager (DCM) – James Freas (he/him)

- On November 20, DCM Freas attended the Virginia Governor’s Housing Conference in Roanoke. He was a panelist for the session ***Partnership in Action: The Carlton Mobile Home Park Acquisition*** alongside Michelle Wamsley and Dan Rosenweig of Habitat for Humanity, Emily Dreyfus of the Legal Aid Justice Center, and Sunshine Mathon of Piedmont Housing Alliance.
- The City Manager’s Office has been engaged in interviewing candidates for multiple new positions and looks forward to finalizing the hiring process soon.

Utilities – Director Lauren Hildebrand (she/her)

- The Department of Utilities takes its responsibilities seriously to inform the public of natural gas safety procedures and Flicker the Flame’s annual Natural Gas Safety Quiz is a great way to help ensure everyone in the area is aware of these procedures and understands how to properly follow them. Take the quiz by going to www.charlottesville.gov/gas, and enter for a chance to win a \$100 gift card. By working together, we can make our community a safer place to call home.
- Utilities has several energy efficiency tips for homes and encourages customers to make small improvements to their home’s energy efficiency to see big differences in energy consumption. Small changes, in combination with the wise use of energy, can help increase a home’s comfort and reduce energy costs. For the full list of energy efficiency tips for your home visit www.charlottesville.gov/gas.
- Utilities offers customers resources to help ease the stress of paying their utility bill, including the Charlottesville Gas Assistance Program (GAP). GAP is designed to help those individuals heating with natural gas who, although in financial need, do not qualify for State Fuel Assistance or whose State Assistance allocation has been exhausted. More information on GAP, including program eligibility requirements, can be found at www.charlottesville.gov/utilityincentives. If you would like to donate to GAP, donations can be mailed to Utility Billing at P.O. Box 591 Charlottesville, VA 22902. Please make checks payable to “City of Charlottesville” with “GAP” in the memo section. You can also make donations in-person at the City Treasurer’s Office inside City Hall located at 605 E Main Street during regular business hours, Monday-Friday. Your contribution is greatly appreciated and helps ensure the program can assist the greatest number of people possible.

Information Technology – Director Steve Hawkes (he/him)

- Later this month, the City of Charlottesville's Information Technology Director will represent the City as a featured presenter at the SAP Public Sector Summit in Washington, D.C. The presentation will highlight the City's recent upgrade to SAP S/4HANA, a major step forward in modernizing its enterprise resource planning (ERP) systems.
- The goals of the project included:
 - Enhancing the user experience through a more modern, intuitive interface.
 - Establishing a strong foundation for adopting advanced technologies such as artificial intelligence (AI).
 - Reducing operational risk by moving away from an unsupported version of SAP.
- This upgrade reflects the City's ongoing commitment to innovation, efficiency, and long-term digital sustainability.

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

- Registration for winter programs opened November 17. There are nearly 80 programs being offered ranging from one-time programs to six-week sessions in dance, art, gymnastics, cooking, and hobbies like Dungeons and Dragons.
- City Market participated in the Harvest Special from Virginia Fresh Match. SNAP users were able to claim \$20 in free Fresh Match vouchers for fresh produce throughout the month of November. Over the course of the month City Market distributed \$760 as part of the Harvest Special.
- Holiday Market kicked off November 29 with 113 vendors in attendance.
- Key Recreation Center served as a voting location on November 4.
- Urban forestry invasive projects began in various management units around the City. The selective herbicide was completed, and now the forestry mulching of wooded areas is underway. Project descriptions are available at <https://www.charlottesville.gov/1745/Invasive-Species-Control-and-Forest-Rest>.
- The Rugby Avenue shared use path is complete. A ribbon cutting was held November 19.
- The public helped select the new playground equipment for Meade Park by voting for their favorite of three conceptual designs. The new equipment is expected to be installed in time for spring enjoyment.

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

- CFD continues to work collaboratively with the County to restore access to the City's fire training props. This is a gradual process, and a memorandum of understanding (MOU) may be developed to outline future joint use. The Chief will continue to provide updates as progress is made.
- Our Firefighters and Single Role members completed their annual live fire and rescue training this week. This year's training not only reinforced core firefighting and rescue skills but also placed a strong emphasis on mayday preparedness. These scenarios are designed to ensure our crews are fully prepared to rescue and remove trapped occupants, as well as to locate and assist a fellow firefighter in the event of separation or entrapment during a structure fire.
- Our medical personnel trained in receiving and treating occupants rescued from the building. Following the transfer of care, crews were provided with scenario-based injuries and tasked with delivering appropriate medical treatment. All training was conducted in strict accordance with NFPA 1403, the national standard for safe and effective live fire training. Adhering to these guidelines ensures a controlled training environment that prioritizes safety while reinforcing tactical proficiency and operational readiness. We remain committed to training that strengthens safety, builds teamwork, and supports our mission to protect both the community and one another.

Key Metrics:

Incident Type	Fiscal Year		
	23	24	25
EMS	5,168	4,881	2,214
Fire	178	204	76
Other	2,318	2,840	1,265
Grand Total	7,664	7,925	3,555

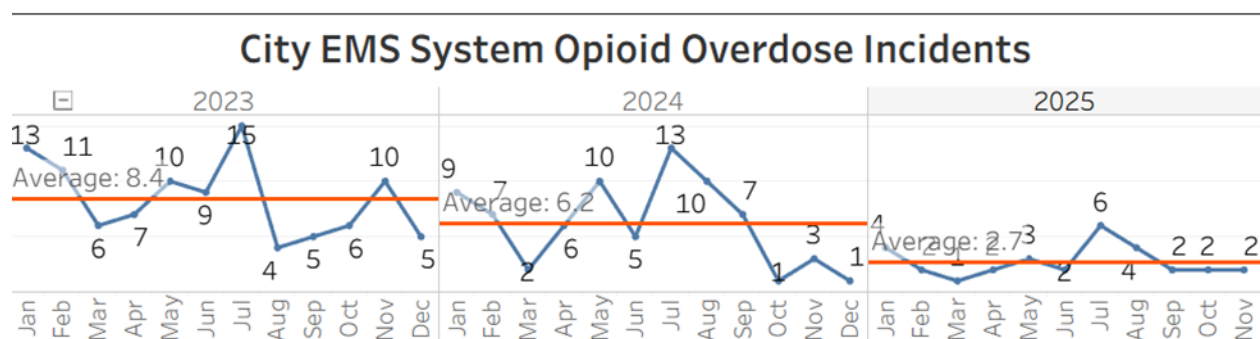
- From July through November of FY25, call volume decreased by 0.55% overall compared to the same months in FY24 with a very busy November making up for a low-volume October. EMS call volume over the equivalent period had a slight uptick of 1.07%. Fire calls are equivalent to the same time last year.

Trends and Patterns		
Average Monthly EMS Incidents July-November:	Average Fire Incidents July- November:	Average Monthly Other Incidents July-November:
436	15	248

Change in Average Monthly EMS Incidents Since This Time Last Year: 1.07%	Average Change in Monthly Fire Incidents Since This Time Last Year: 0%	Average Change in Monthly Other Incidents Since This Time Last Year: 1.8%
-----------------------------------------------------------------------------	---------------------------------------------------------------------------	------------------------------------------------------------------------------

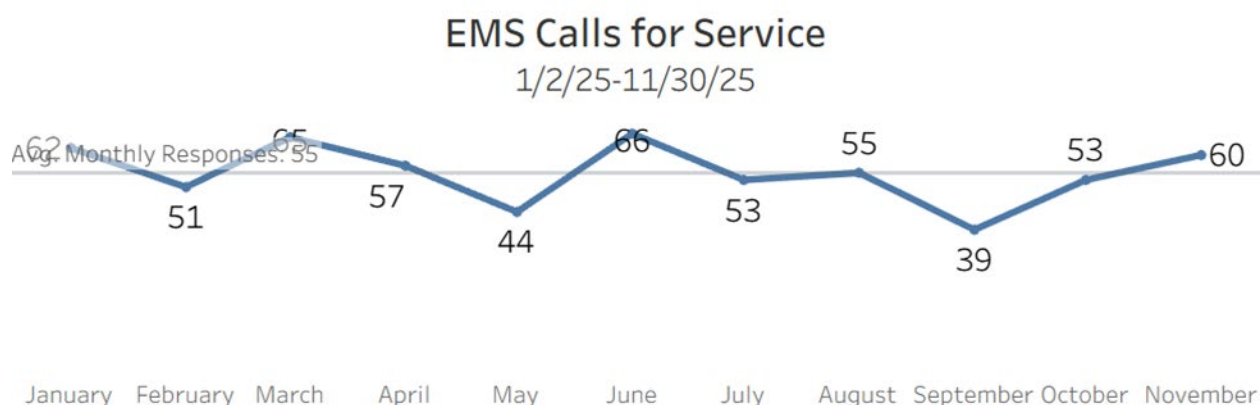
- On average, CFD has run 436 EMS incidents, 15 fire incidents, and 248 other types of incidents each month this fiscal year. Comparing those monthly averages to the year before, all incident types are stabilizing to historical levels.

Opioid Overdoses



- Opioid overdoses in the City have decreased in 2025. CFD and Charlottesville Albemarle Rescue Squad (CARS) have run an average of about three overdoses monthly in 2025, a decrease from 2024's average of six overdoses monthly. This continues a clear trend of decreased opiate overdoses since 2023.

Unhoused EMS Patients



- Our records show that since January 2025, CFD & CARS have responded to 55 unhoused patients monthly on average. The top findings of attendants in charge

of these incidents were non-traumatic pain (11.8% of calls), bodily injuries (14.5%), behavioral health (11.5%), and alcohol abuse (8.5%).

Policy Briefing Summary

City Council



Regarding:	Ordinance to vacate Clarke Court, a City-maintained street (2nd reading)
Staff Contact(s):	Matthew Alfele, City Planner, John Maddux, City Attorney
Presenter:	Matthew Alfele, City Planner, John Maddux, City Attorney
Date of Proposed Action:	December 15, 2025

Issue

The Jefferson Scholars Foundation (Applicant) is requesting the vacation of Clarke Court, which is a City maintained street. The request is part of the Applicant's long range Strategic Plan to evaluate facilities needed to support current and future programs. Applicant has stated the vacation would provide flexibility for anticipated long term needs. All properties that utilize Clarke Court for access are owned by Applicant.

On November 3, 2025, following a public hearing, the City Council authorized the City Attorney to enter into negotiations with the Applicant to determine whether mutually acceptable terms could be reached. Pursuant to those negotiations, the Applicant has agreed to pay the City 750,000 dollars in exchange for the City's agreement to vacate the right of way while retaining necessary utility easements. With those terms established, the matter is now before the City Council for consideration.

Background / Rule

Historically, it was City policy to permit the vacation of public right of way through agreement among all abutting property owners. In the fall of 2019, this policy was updated to ensure appropriate consideration by City Council, to allow for compensation where warranted, and to ensure that City right of way is not needed for access or other public purposes.

State law authorizes municipalities to vacate rights of way upon application by any person. When a vacation is conditioned upon the applicant meeting specified requirements, such as providing compensation to the City, the vacation may not be recorded until those conditions have been satisfied.

Analysis

Following the City Council's action on November 3, the City Attorney's Office initiated negotiations and requested a valuation from the City Assessor for the Clarke Court right of way. The Assessor determined a fair market value of 530,500 dollars if the property were conveyed with an agreement preserving the on street parking spaces, and 618,000 dollars without such an agreement. The Applicant expressed a preference for an arrangement that did not preserve the parking spaces. After further discussion, the City and the Applicant agreed to terms under which the City would vacate the right of way conditioned upon preservation of existing utility easements and payment of 750,000 dollars to the City.

Clarke Court is a cul de sac that serves only property owned by the Applicant. Although the City will lose five on street parking spaces, staff believes the negotiated terms represent a fair exchange given that the compensation exceeds the assessed market value of the right of way.

Financial Impact

Vacating Clarke Court under the negotiated terms will result in payment to the City of 750,000 dollars.

Recommendation

Staff recommends that, if the City Council is amenable to vacating Clarke Court, that it do so pursuant to the negotiated terms outlined above.

Recommended Motion (if Applicable)

I move that the City Council approve the ordinance prepared by staff vacating Clarke Court pursuant to the application submitted by the Jefferson Scholars Foundation provided that no vacation be recorded until all conditions agreed upon by the Applicant have been met.

Attachments

1. Deed Plat
2. Application
3. Ordinance - Clarke Court

SURVEY NOTES:

1. PROPERTY & ZONING INFORMATION:

TMP 17-91.1

OWNER: JEFFERSON SCHOLARS FOUNDATION
REFERENCE: INST. NO. 201700002224
CITY PARCEL ID NUMBER: 170091100
PROPERTY ADDRESS: 100 CLARKE COURT
(ORIGINAL) AREA: 0.645 AC. (SURVEYED)
ZONED: RX-5

TMP 17-92

OWNER: JEFFERSON SCHOLARS FOUNDATION
REFERENCE: INST. NO. 202500001088; INST. NO. 200800004980; DB. 1127, PG. 734
CITY PARCEL ID NUMBER: 170092000
PROPERTY ADDRESS: 112 CLARKE COURT
(ORIGINAL) AREA: 2.614 AC. (RECORD)
ZONED: RX-5

DIMENSIONAL REGULATIONS (FROM CHARLOTTESVILLE CITY CODE, CHAPTER 34, ARTICLE III, DIVISION 2):

2.2.5.A.1 LOT SIZE:

AREA - 2,500 SQUARE FEET MINIMUM WIDTH
FRONT ACCESS - 40 FEET MINIMUM
SIDE / REAR ACCESS - 25 FEET MINIMUM

2.2.5.A.4 BUILDING SETBACKS:

FRONT YARD (PRIMARY STREET) - 10 FEET MIN. / 20 FEET MAX.
[OR EXISTING RANGE]
FRONT YARD (SIDE STREET) - 5 FEET MIN. / 20 FEET MAX.
SIDE YARD - 4 FEET MINIMUM
REAR YARD - 4 FEET MINIMUM

2.2.5.B.1 BUILDING HEIGHT:

BASE - 3.5 STORIES MAXIMUM; 40 FEET MAXIMUM
BONUS: AFFORD. DWELL. UNIT - 4 STORIES MAX; 52 FEET MAX.

2. THE BOUNDARY SURVEY SHOWN HEREON IS BASED ON A FIELD SURVEY BY TIMMONS GROUP, INITIALLY COMPLETED JULY 11, 2016 AND SUBSEQUENTLY UPDATED ON MAY 3, 2023 AND DECEMBER 12, 2024, AND COMPILATION FROM DEEDS AND PLATS OF RECORD IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF CHARLOTTESVILLE, VIRGINIA.

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

4. BASED ON FEMA FLOOD INSURANCE RATE MAP (FIRM), MAP NO. 51003C0269D, PANEL 269 OF 575 EFFECTIVE DATE FEBRUARY 4, 2005, THE PROPERTY SHOWN LIES IN UNSHADED ZONE X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.

5. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT; EASEMENTS MAY EXIST WHICH ARE NOT SHOWN HEREON.

6. IT IS THE INTENT OF THIS PLAT TO CLOSE CLARKE COURT STREET RIGHT OF WAY. THE 0.107 ACRES SHOWN HEREON AS PARCEL 'A' SHALL BE ADJUSTED INTO TMP 17-92. FURTHER THE 0.080 ACRES SHOWN HEREON AS PARCEL 'B' SHALL BE ADJUSTED INTO TMP 17-91.1. THE RESULTANT ADJUSTMENTS ARE TO BE TREATED AS ONE PARCEL RESPECTIVELY.

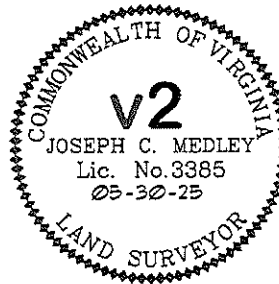
AREA TABULATION:

ORIGINAL TAX MAP PARCEL 17-91.1 (170091100) 0.645 AC.
AREA FROM CLARK COURT CLOSURE + 0.080 AC.
ADJUSTED TAX MAP PARCEL 17-91.1 (170091100) = 0.725 AC.

ORIGINAL TAX MAP PARCEL 17-92 (170092000) 2.614 AC.
AREA FROM CLARK COURT CLOSURE + 0.107 AC.
ADJUSTED TAX MAP PARCEL 17-92 (170092000) = 2.721 AC.

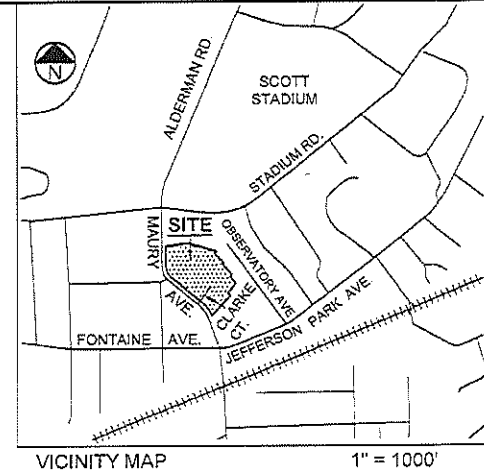
SHEET INDEX

SHEET 1: COVER, NOTES
SHEET 2: APPROVAL(S), CURVE, & LINE TABLES
SHEET 3: PLAT
SHEET 4: PLAT



SURVEYOR'S CERTIFICATE:

I CERTIFY THAT THIS PLAT, TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF, IS CORRECT AND COMPLIES WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY THE VIRGINIA STATE BOARD OF ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS AND CERTIFIED LANDSCAPE ARCHITECTS.



VICINITY MAP

1" = 1000'

LEGEND

- ⊙ (F) CORNER FOUND, AS NOTED
- (S)* CORNER SET, 2023 SURVEY
- (S) CORNER SET, AS NOTED
- △ COMPUTED POINT
- DH DRILL HOLE

PLAT SHOWING

BOUNDARY LINE ADJUSTMENT AND CLARKE COURT STREET CLOSURE

ADJUSTED BETWEEN THE LANDS OF
JEFFERSON SCHOLARS FOUNDATION

CITY TMPs 17-91.1 & 17-92
JEFFERSON PARK AVENUE AREA
CITY OF CHARLOTTESVILLE, VIRGINIA

Date: May 20, 2025	Scale: As Shown
Sheet: 1 of 4	J.N.: 58925
Drawn by: ATE	Checked by: JCM
Last Revised: May 30, 2025	

THIS DRAWING PREPARED AT THE
STAUNTON OFFICE

28 Imperial Drive I, Staunton, VA 24401
TEL 540.695.0520 FAX 540.885.0786 www.timmons.com

TIMMONS GROUP

YOUR VISION ACHIEVED THROUGH CURS.

B'

DATE _____

24

(D) TMP 17-97
N/F JOHN ASHWORTH
INST. NO. 202400001457

(E) TMP 17-98
 N/F THE MEISTER, LLC
 INST. NO. 2021000739

(F) *TMP 17-100*
N/F NELSON E. BICKERS, TRUSTEE
DB. 1037, PG. 559

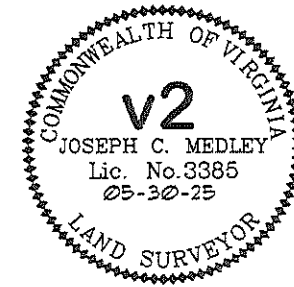
N INCIDENTAL TO BOUNDARY LINE ADJUSTMENT AND CONSOLIDATION OF LAND 202500001088). THIS PLAT SHALL NOT IMPLY RE-ZONING OF ANY LANDS, THEREFORE THE ZONING FOR THOSE RELEVANT PARTS / AREAS (OF TMP 17-92).

LINE	BEARING	LENGTH
VL1	N5°06'21"W	9.69'

LINE	BEARING	LENGTH
L1	N60°22'38"E	10.58'

CURVE	RADIUS	LENGTH	DELTA	CH. BEARING	CHORD
VC1	10.69'	16.14'	86°31'44"	S0°29'23"E	14.65'
VC2	22.42'	7.99'	20°24'31"	N32°34'15"E	7.94'
VC3	22.42'	10.75'	27°28'20"	N8°37'49"E	10.65'
VC4	15.11'	7.01'	26°33'47"	N18°23'11"W	6.94'
VC5	15.11'	7.91'	29°58'32"	N46°39'20"W	7.82'
VC6	26.45'	21.44'	46°26'08"	N22°59'27"E	20.85'
VC7	10.51'	15.99'	87°09'23"	N86°21'29"E	14.49'

CHAIRMAN OF THE PLANNING COMMISSION DATE



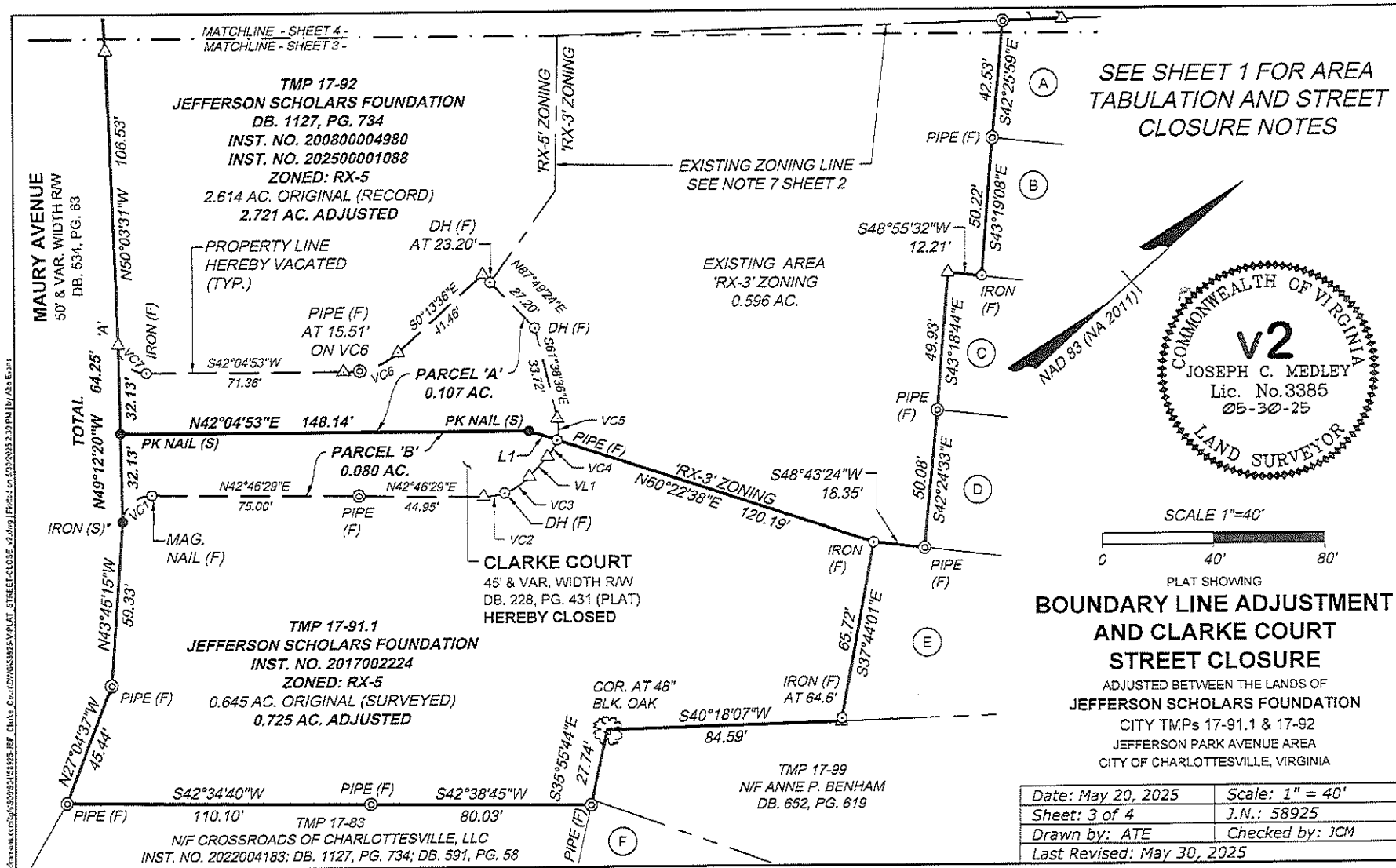
BOUNDARY LINE ADJUSTMENT AND CLARKE COURT STREET CLOSURE

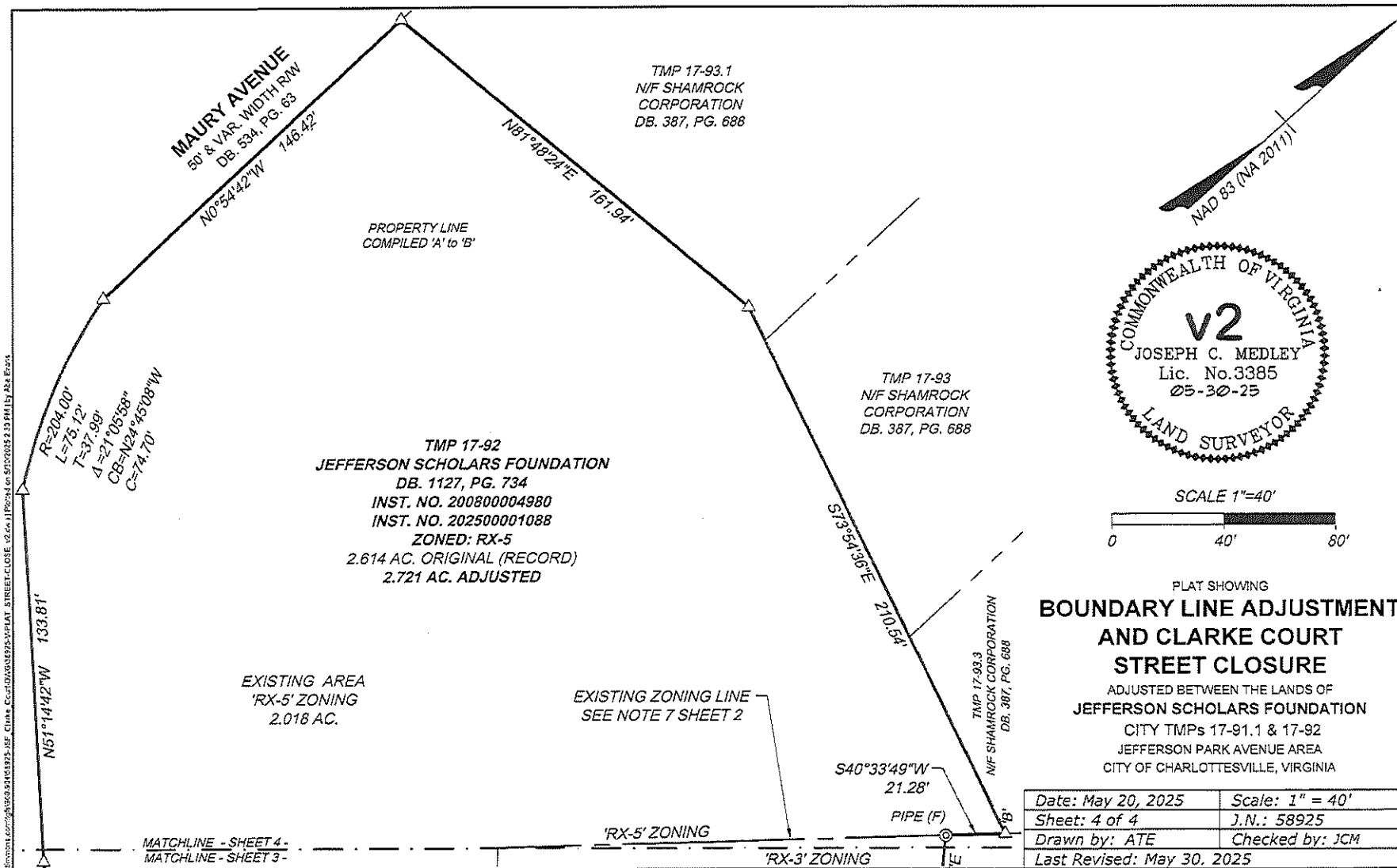
ADJUSTED BETWEEN THE LANDS OF
JEFFERSON SCHOLARS FOUNDATION
CITY TMPs 17-91.1 & 17-92
JEFFERSON PARK AVENUE AREA
CITY OF CHARLOTTESVILLE, VIRGINIA

Date: May 20, 2025	Scale: N / A
Sheet: 2 of 4	J.N.: 58925
Drawn by: ATE	Checked by: JCM
Last Revised: May 30, 2025	

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28 Imperial Drive | Staunton, VA 24401
TEL 540.885.0920 FAX 540.885.0786 www.tlmmmons.com

TIMMONS GROUP





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28 Imperial Drive | Staunton, VA 24401
TEL 540.855.0920 FAX 540.855.0786 www.timmons.com

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

AMENDED PETITION TO VACATE A STREET OR ALLEY

Note: The Original Petition and \$100 filing fee were previously submitted on October 20, 2023.



PETITION TO VACATE A STREET OR ALLEY

Please Return To: Department of Neighborhood Development Services
PO Box 911, City Hall, Charlottesville, Virginia 22902
Telephone (434) 970-3182 Fax (434) 970-3359

FEE: A filing fee of \$100.00 made payable to the City of Charlottesville.

A. PETITIONER INFORMATION

Petitioner(S) Name(s): Jefferson Scholars Foundation

Petitioner Mailing Address(es): See attached Lot List

Do/Does Petitioner(s) currently own property adjacent to the area requested to be closed? Yes

If no, please explain

Petitioner Phone Number(s):
Work: 434-962-9351 Fax: 434-234-9081
Home: 434-962-9351 Email: jimmy.wright@jeffersonscholars.org

B. ADDRESSES OF PROPERTY OWNERS ADJACENT TO THE STREET/ALLEY (use back of page if necessary)

Property Owner Name	Mailing Address	City Tax Map and Parcel #
See attached Lot List -- all adjacent parcels are owned by Jefferson Scholars Foundation.		

C. PETITIONER'S REQUEST

1. That the said Petitioner(s) apply for the vacation, closing or discontinuance of a certain street or alley, situated in the City of Charlottesville, Virginia, as described below (Provide name, right-of-way width and length of streets or alleys proposed to be closed, and reason for the proposed closing):


Clarke Court. This is a cul-de-sac, with variable width and variable length.
See attached narrative regarding the reasons for proposed closure and consolidation with surrounding lots.

2. Attach all information and documentation required by the City's current policy.
- *** 3. Attach a copy of the City real estate/GIS map showing the portion of the street or alley to be vacated with the square footage clearly indicated.
4. Applicant must review the attached dosing policy prior to submission of this form and attach a narrative which addresses the objectives outlined in that policy to include specific information as to why an alley dosing is being requested.

***The GIS map has not yet been updated to reflect the recent boundary line adjustment and consolidation of TMP Nos. 170091000 and 170092000. See attached Certificate of Plat, together with the plat attached thereto, recorded in the Clerk's Office of the Circuit Court of the City of Charlottesville, Virginia, as Instrument No. 2025-00001088.

Respectfully Submitted,

JEFFERSON SCHOLARS FOUNDATION
a Virginia non-stock corporation

By: 
James H. Wright, President

Signature of Petitioner(s)

If a score on the Rubric allows an application to proceed for consideration, valid applications will be forwarded to a joint Planning Commission and City Council Public Hearing and then to City Council for two readings.

Narrative in Support of Amended Petition to Vacate Clarke Court
Jefferson Scholars Foundation and Clarke Court Apartments LLC
June 12, 2025

Jefferson Scholars Foundation (“JSF”) is pleased to submit this narrative in connection with its application to vacate Clarke Court, which is a cul-de-sac that is completely surrounded by two parcels of real estate – both of which are owned by JSF (collectively, the “Parcels”). If this application is approved, JSF intends to consolidate half of the cul-de-sac with each of the Parcels as contemplated by Va. Code § 15.2-2272.

Background on JSF’s Mission & Recent Highlights:

Through the support of undergraduate and graduate students, and faculty, at the University of Virginia, JSF is building a community of leaders, scholars, and citizens. JSF helps attract outstanding undergraduate and graduate students to the University providing scholarships and financial aid that cover the entire cost of attendance, including the cost of supplemental enrichment experiences. Its newest scholarship program focuses on recruiting first-generation college bound students to the University. JSF also works with the University to recruit and retain faculty who are passionate about being part of the University and Charlottesville community.

JSF’s recent highlights include:

- JSF awarded \$12 million in academic scholarships in 2024-2025. Over 200 undergraduate Scholars will be in residence at the University of Virginia in 2025-2026.
- JSF awarded \$3.2 million in fellowships in 2024-2025. Over 50 graduate Fellows will be supported by JSF in 2025-2026.
- JSF funds 11 Distinguished Professorship chairs on the University Faculty and six active searches for JSF Distinguished Professors are underway. JSF awarded \$35,000 to six University of Virginia faculty members in 2025. Since 2005 JSF has provided \$693,000 in faculty recognition grants, and 86 professors have been recognized.

Rationale for Application:

JSF has been updating its long-range strategic plan, including evaluating what facilities it will need to support its current and future programs. As part of this process, JSF has determined that acquiring Clarke Court and consolidating it with the Parcels (thereby vacating the public rights-of-way) would have several benefits – including, for example:

- Increasing flexibility in connection with JSF’s development and execution of a campus master plan.
- Modifying or eliminating internal building setback lines and thereby increasing JSF’s options in connection with its master plan. Note: Eliminating internal building setback lines could be accomplished via consolidation of the Parcels and the cul-de-sac, to create one contiguous parcel of land.
- Enabling JSF to control access and increase the safety and security of JSF’s campus for the benefit of the students and faculty members it serves.

- Closing a public street that is internal to, and entirely surrounded by, property owned and controlled by JSF.

In addition to the various benefits that would accrue to JSF, the closure of Clarke Court would also benefit the City in various respects, including that:

- The City could use the proceeds from the sale of the land and invest in other community needs.
- The City's real estate tax revenue would increase annually, because the land currently occupied by the Clarke Court right-of-way, and any improvements constructed on that land, would become subject to local real estate taxes and stormwater assessments.
- The City would no longer be responsible for the performance and cost of maintenance of Clarke Court, and the public utilities within the right-of-way.

JSF has paused its strategic planning process until it knows the outcome of its application since how it decides to use its land to support future needs will look very different depending on whether the City is willing to close Clarke Court and sell it to JSF.

City of Charlottesville - Alley, Paper Street, and ROW Scoring Rubric						
Clarke Court (2024):						
Criteria	3	2	1	Raw Score	Weight	Weighted Score
Increase rear access for potential ADU	[(Number of ADU* Possible or Existing) / (Number of Parcels) x 100] greater than 66%	[(Number of ADU* Possible or Existing) / (Number of Parcels) x 100] Greater than 33% but less than 66%	[(Number of ADU* Possible or Existing) / (Number of Parcels) x 100] less than 33%	3	x 0.25 =	0.75
Reduction of driveways from primary street	Street that alley will act as an alternate route to has sidewalks and 30+% of properties have driveways	Has driveways and sidewalks on street that alley will act as an alternative route	No sidewalks or driveways on street that alley will act as an alternative route	1	x 0.2 =	0.2
Bicycle and Pedestrian Circulation	Provides alternative route to existing route on street with AADT** > 1000	Alley acts as parallel route to existing route on street	Walkable	1	x 0.15 =	0.15
Vehicular access to rear of lot	Through type alley	Dead end but drivable	Not drivable	2	x 0.1 =	0.2
Reduction of on-street parking demand	Reduce 2 or more cars per block	Reduce 1 car per block	No reduction	2	x 0.1 =	0.2
Greenway Connectivity	Alley connects to pedestrian route within 350' of recreation areas, parks, and trails	Alley connects to pedestrian route within 700' of recreation areas, parks, and trails	Alley does not connect with or route is greater than 700' of recreation areas, parks, and trails	1	x 0.1 =	0.1
Utility route	Existing utilities	Through type alley without existing utilities or has overhead utilities crossing alley	Dead end alley without existing utilities	3	x 0.1 =	0.3
Closure is part of a proposed development or replatting	If an alley, paper street, ROW, or street, is to be closed as part of proposed development requiring a site plan; and/or replatted in a different configuration (-1.5 points)			-1.5		-1.5
Final Score (Sum of all weighted scores)						0.4

ADU* Accessory

Dwelling Unit

AADT** Average Annual

Daily Traffic

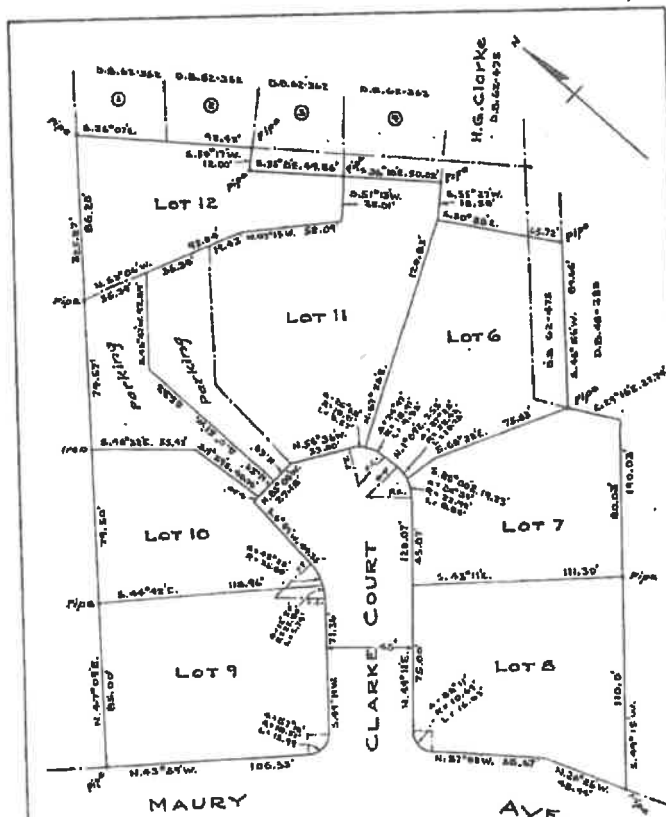
Exh.

PLAT

OF)

CLARKE COURT

Fee \$1.00
Paid



CLARKE COURT, CLARKE COURT, CLARKE COURT

H.G. Clarke

NOTED AND FILED THE CLARKE COURT, CLARKE COURT, CLARKE COURT

H.G. Clarke

NOTED AND FILED THE CLARKE COURT, CLARKE COURT, CLARKE COURT

H.G. Clarke

PLAT OF 'CLARK COURT'
LYING ON EAST SIDE OF MAURY AVE.
CHARLOTTESVILLE, VA.

FOR
H. G. CLARKE

Scale 1"=50'	O. R. RANDOLPH	Date 4-12-61
	ENGINEER	Rev.
	CHARLOTTESVILLE, VA.	
	DWG. No. 2336	

STATE OF VIRGINIA,

COUNTY OF ALBEMARLE, to-wit:

I, Estelle V. Bishop, a Notary Public for the County of Albemarle,
State of Virginia, do hereby certify that H. G. Clarke, whose name is signed



Amended Lot List

The following is a list of all lots adjoining Clarke Court, together with the information required by Part B of the Petition to Vacate a Street or Alley.

Parcel ID 170091100

Street address: 100 Clarke Court, Charlottesville, VA 22903

Owner name: Jefferson Scholars Foundation

Mailing address: 112 Clarke Court, Charlottesville, VA 22903

Parcel ID 170092000

Street address: 108 and 112 Clarke Court, Charlottesville, VA 22903

Owner name: Jefferson Scholars Foundation

Mailing address: 112 Clarke Court, Charlottesville, VA 22903

The undersigned, being the Petitioner and the owner of all of the lots listed above, hereby approves of and submits this list of lots in connection with its request for the City to vacate Clarke Court.

JEFFERSON SCHOLARS FOUNDATION
a Virginia non-stock corporation

By: 
James H. Wright, President

Note: The foregoing list hereby amends and replaces the list of lots that was attached to and submitted with the Petitioner's original Petition to Vacate a Street or Alley, previously submitted on October 20, 2023. For clarity, please see the attached Certificate of Plat, Plat, together with the plat attached thereto, recorded in the Clerk's Office of the Circuit Court of the City of Charlottesville, Virginia, as Instrument No. 2025-00001088, as well as the note in bold font at the bottom of page 1 of Petitioner's Amended Petition to Vacate a Street or Alley.

CITY OF CHARLOTTESVILLE
Llezele Agustin Dugger
CLERK OF COURT
Charlottesville, VA 22902



Instrument Number: 2025- 00001088

Recorded On: May 07, 2025
As
Plat/Map

Parties: JEFFERSON SCHOLARS FOUNDATION
To
JEFFERSON SCHOLARS FOUNDATION

Recorded By: FLORA PETTIT PC
Comment: 170091000 170092000
Num Of Pages:

** Examined and Charged as Follows: **

Plat/Map	8.50	10 or Fewer Pages	14.50
Recording Charge:	23.00		

** THIS PAGE IS PART OF THE INSTRUMENT **

I hereby certify that the within and foregoing was recorded in the Register of Deeds Office For: CITY OF CHARLOTTESVILLE, VA
File Information:

Record and Return To:

Document Number: 2025- 00001088
Receipt Number: 64637
Recorded Date/Time: May 07, 2025 11:05:03A
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Cashier / Station: E Rapi / Cash2 (close to door)

THE COMMONWEALTH OF VIRGINIA - CITY OF CHARLOTTESVILLE

I certify that the document to which this authentication is affixed is a true copy of a record in the Clerk's Office of the Circuit Court for the City of Charlottesville, Virginia and that I am the custodian of that record

Llezele Agustin Dugger - Clerk of Court

CLERK OF COURT - CIRCUIT COURT - CITY OF CHARLOTTESVILLE, VA



Prepared by and return to:
Scott M. Raney (VSB #91004)
Flora Pettit PC
530 East Main St.
Charlottesville, VA 22902

2025 00001088

Tax Map Nos. 170091000 and 170092000

Note: This Certificate of Plat is being re-recorded to correct a typographical error in Paragraph 1 below.

CERTIFICATE OF PLAT

THIS CERTIFICATE OF PLAT (this "Certificate"), dated April 23, 2025, is made by **JEFFERSON SCHOLARS FOUNDATION**, a Virginia non-stock corporation (the "Owner"). The Owner is to be indexed as the Grantor and as the Grantee.

WITNESSETH:

1. The Owner shall and hereby does confirm that it is the owner of those certain parcels of real property shown on current tax maps of the City of Charlottesville, Virginia, as Tax Map Parcel No. 170091000 ("Parcel 91") and Tax Map Parcel No. 170092000 (individually, "Parcel 92" and collectively with Parcel 91, the "Parcels").
2. The attached plat and the courses, distances, notes and descriptions shown thereon, made by Timmons Group, dated January 30, 2025, last revised March 26, 2025, and entitled "Plat Showing Boundary Line Adjustment & Consolidation Across the Lands of Jefferson Scholars Foundation, City TMPs 17-91 & 17-92, Jefferson Park Avenue Area, City of Charlottesville, Virginia" (the "Plat"), shall be and hereby are confirmed and submitted for recordation by the Owner. Pursuant to this Certificate and the Plat, the Owner hereby (a) vacates the boundary line between the Parcels, which boundary line is shown and designated as "P/L HEREBY VACATED (TYP)" on the Plat; and (b) consolidates Parcel 91 and Parcel 92, as more fully shown on the Plat.
3. This Certificate, the property described above, and the boundary line adjustment effectuated herein are subject to the easements, reservations, restrictions, covenants and conditions

contained in duly recorded deeds, plats and other instruments constituting constructive notice in the chain of title to the above-referenced property, which have not expired by a time limitation contained therein or have not otherwise become ineffective.

[SIGNATURE PAGE FOLLOWS]

[SIGNATURE PAGE OF CERTIFICATE OF PLAT]

WITNESS the following duly authorized signature and seal:

JEFFERSON SCHOLARS FOUNDATION
a Virginia non-stock corporation

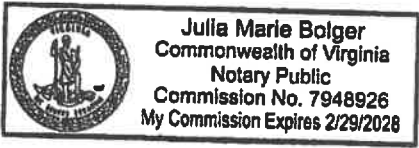
By: James H. Wright (SEAL)
James H. Wright, President

COMMONWEALTH OF VIRGINIA

CITY COUNTY OF CHARLOTTESVILLE, to-wit:

The foregoing instrument was acknowledged before me this 30th day of APRIL, 2025,
by James H. Wright, President of Jefferson Scholars Foundation, a Virginia non-stock corporation, on
behalf of the entity.

[Signature]
Notary Public
Reg # 7948926
My commission expires: 02/29/2028



SURVEY NOTES:

1. PROPERTY & ZONING INFORMATION:

TMP 17-91
OWNER: JEFFERSON SCHOLARS FOUNDATION
REFERENCE: INST. NO. 202400002921
CITY PARCEL ID NUMBER: 170091000
PROPERTY ADDRESS: 108 CLARKE COURT
(ORIGINAL) AREA: 0.597 AC. (25,962 SF) SURVEYED
ZONED: RX-3

TMP 17-92
OWNER: JEFFERSON SCHOLARS FOUNDATION
REFERENCE: INST. NO. 200800004980; DB. 1127, PG. 734
CITY PARCEL ID NUMBER: 170092000
PROPERTY ADDRESS: 112 CLARKE COURT
(ORIGINAL) AREA: 2.018 AC. (87,900 SF) RECORD
ZONED: RX-5

DIMENSIONAL REGULATIONS (FROM CHARLOTTESVILLE CITY CODE, CHAPTER 34, ARTICLE III, DIVISION 2):

2.2.5.A.1 LOT SIZE:
AREA - 2,500 SQUARE FEET MINIMUM WIDTH
FRONT ACCESS - 40 FEET MINIMUM
SIDE / REAR ACCESS - 25 FEET MINIMUM

2.2.5.A.4 BUILDING SETBACKS:
FRONT YARD (PRIMARY STREET) - 10 FEET MIN. / 20 FEET MAX.
(OR EXISTING RANGE)
FRONT YARD (SIDE STREET) - 5 FEET MIN. / 20 FEET MAX.
SIDE YARD - 4 FEET MINIMUM
REAR YARD - 4 FEET MINIMUM

2.2.5.B.1 BUILDING HEIGHT:
BASE - 3.5 STORIES MAXIMUM; 40 FEET MAXIMUM
BONUS: AFFORD. DWELL. UNIT - 4 STORIES MAX; 52 FEET MAX.

2. THE BOUNDARY SURVEY SHOWN HEREON IS BASED ON A FIELD SURVEY BY TIMMONS GROUP, INITIALLY COMPLETED JULY 11, 2016 AND SUBSEQUENTLY UPDATED ON MAY 3, 2023 AND DECEMBER 12, 2024, AND FROM DEEDS AND PLATS OF RECORD IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF CHARLOTTESVILLE, VIRGINIA.

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

4. BASED ON FEMA FLOOD INSURANCE RATE MAP (FIRM), MAP NO. 51003C0269D, PANEL 269 OF 575 EFFECTIVE DATE FEBRUARY 4, 2005, THE PROPERTY SHOWN LIES IN UNSHADED ZONE X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.

5. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT; EASEMENTS MAY EXIST WHICH ARE NOT SHOWN HEREON.

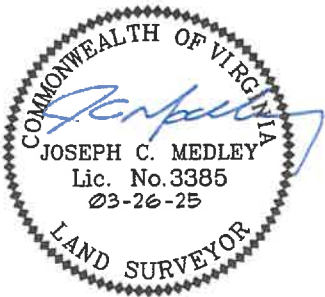
6. IT IS THE INTENT OF THIS PLAT TO ADJUST THE 0.596 ACRES SHOWN HEREON AS TMP 17-91, IN ITS ENTIRETY, INTO TMP 17-92. THE RESULTANT IS TO BE TREATED AS ONE PARCEL WITH COMMON PROPERTY LINE VACATED AS SHOWN.

AREA TABULATION:

ORIGINAL TAX MAP PARCEL 17-92 (170092000) + 2.018 AC.
AREA FROM TAX MAP PARCEL 17-91 (170091000) + 0.596 AC.
ADJUSTED TAX MAP PARCEL 17-92 (170092000) = 2.614 AC.

SHEET INDEX

SHEET 1 : COVER, NOTES
SHEET 2 : APPROVAL(S), CURVE, & LINE TABLES
SHEET 3 : PLAT



SURVEYOR'S CERTIFICATE:

I CERTIFY THAT THIS BOUNDARY LINE ADJUSTMENT PLAT, TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF, IS CORRECT AND COMPLIES WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY THE VIRGINIA STATE BOARD OF ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS AND CERTIFIED LANDSCAPE ARCHITECTS.



LEGEND

⊙ (F) CORNER FOUND, AS NOTED
▲ COMPUTED POINT
DH DRILL HOLE

PLAT SHOWING
BOUNDARY LINE ADJUSTMENT
& CONSOLIDATION

ACROSS THE LANDS OF
JEFFERSON SCHOLARS FOUNDATION
CITY TMPs 17-91 & 17-92
JEFFERSON PARK AVENUE AREA
CITY OF CHARLOTTESVILLE, VIRGINIA

Date: January 30, 2025	Scale: As Shown
Sheet: 1 of 3	J.N.: 46372
Drawn by: ATE, JCM	Checked by: JCM
LAST REVISED: March 26, 2025	

THIS DRAWING PREPARED AT THE
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28 Imperial Drive | Staunton, VA 24401
TEL 540.885.0920 FAX 540.885.0786 www.timmons.com

TIMMONS GROUP
YOUR VISION ACHIEVED THROUGH OURS.

OWNER'S APPROVAL:

THE BOUNDARY LINE ADJUSTMENT OF PROPERTY DESCRIBED HEREIN IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRE OF THE UNDERSIGNED OWNERS, PROPRIETORS, AND TRUSTEES. ANY REFERENCE TO FUTURE POTENTIAL DEVELOPMENT IS TO BE DEEMED AS THEORETICAL ONLY. ALL STATEMENTS AFFIXED TO THIS PLAT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

JEFFERSON SCHOLARS FOUNDATION

BY: James H. Wright 4/14/25
JAMES H. WRIGHT, PRESIDENT DATE

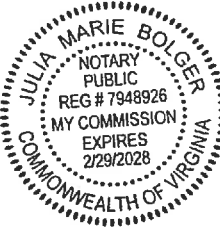
STATE OF VIRGINIA
CITY OF CHARLOTTESVILLE

THE FOREGOING WAS ACKNOWLEDGED BEFORE ME ON THIS 14th DAY OF APRIL, 2025, BY JAMES H. WRIGHT AS PRESIDENT OF JEFFERSON SCHOLARS FOUNDATION, A VIRGINIA NON-STOCK CORPORATION, ON BEHALF OF THE CORPORATION.

NOTARY PUBLIC

MY COMMISSION EXPIRES: 02/29/2028

LINE TABLE		
LINE	BEARING	LENGTH
L1	S40°33'49"W	21.28'
L2	S48°55'32"W	12.21'
L3	S48°43'24"W	18.35'
L4	N61°38'36"W	33.72'
L5	S87°49'24"W	23.20'
L6	S87°49'24"W	4.00'
L7	S0°13'36"E	41.46'



CITY APPROVALS:

Matthew Ryan 4/21/25
SECRETARY OF THE PLANNING COMMISSION DATE
James J. Medley 04/21/2025
CHAIRMAN OF THE PLANNING COMMISSION DATE

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C1	10.51'	15.99'	10.00'	87°09'23"	S86°21'29"W	14.49'
C2	204.00'	75.12'	37.99'	21°05'58"	N24°45'08"W	74.70'
C3	15.11'	7.91'	4.05'	29°58'32"	N46°39'20"W	7.82'
C4	26.45'	21.44'	11.35'	46°26'08"	S22°59'27"W	20.85'

ADJOINING OWNERSHIP INFORMATION:

- (A) TMP 17-94
N/F MILLENNIUM TRUST CO., LLC
CUST. FBO BRIAN T. O'REILLY IRA
INST. NO. 201900000580
- (B) TMP 17-95
N/F CLARKE COURT REAL ESTATE HOLDINGS LLC
INST. NO. 202500000311
- (C) TMP 17-96
N/F JOHN ASHWORTH
INST. NO. 201800003387
- (D) TMP 17-97
N/F JOHN ASHWORTH
INST. NO. 202400001457

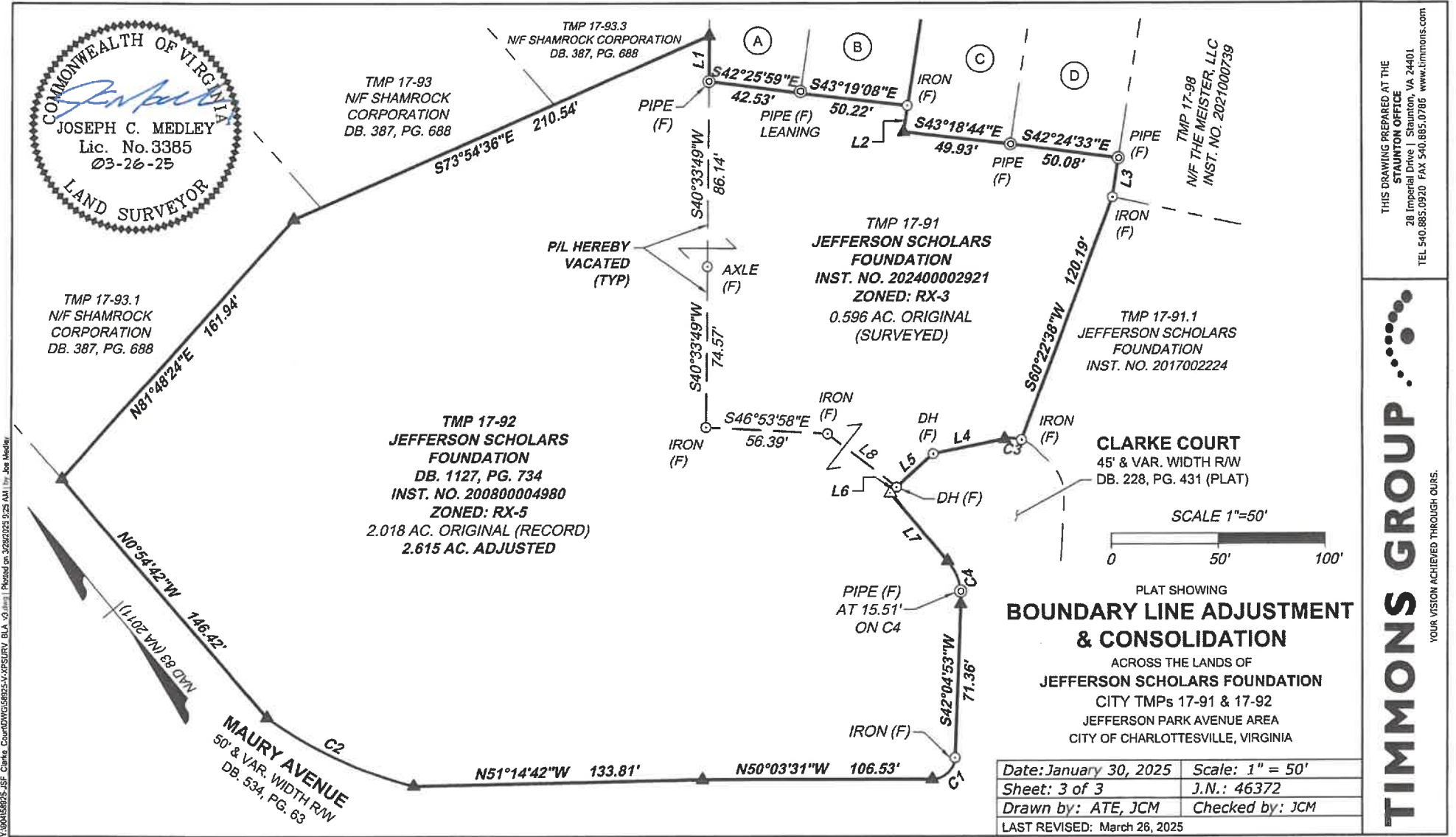


PLAT SHOWING
**BOUNDARY LINE ADJUSTMENT
& CONSOLIDATION**
ACROSS THE LANDS OF
JEFFERSON SCHOLARS FOUNDATION
CITY TMPs 17-91 & 17-92
JEFFERSON PARK AVENUE AREA
CITY OF CHARLOTTESVILLE, VIRGINIA

Date: January 30, 2025	Scale: N / A
Sheet: 2 of 3	J.N.: 46372
Drawn by: ATE, JCM	Checked by: JCM
LAST REVISED: March 26, 2025	

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Legend

- Parcels
- Addresses
- City Limits

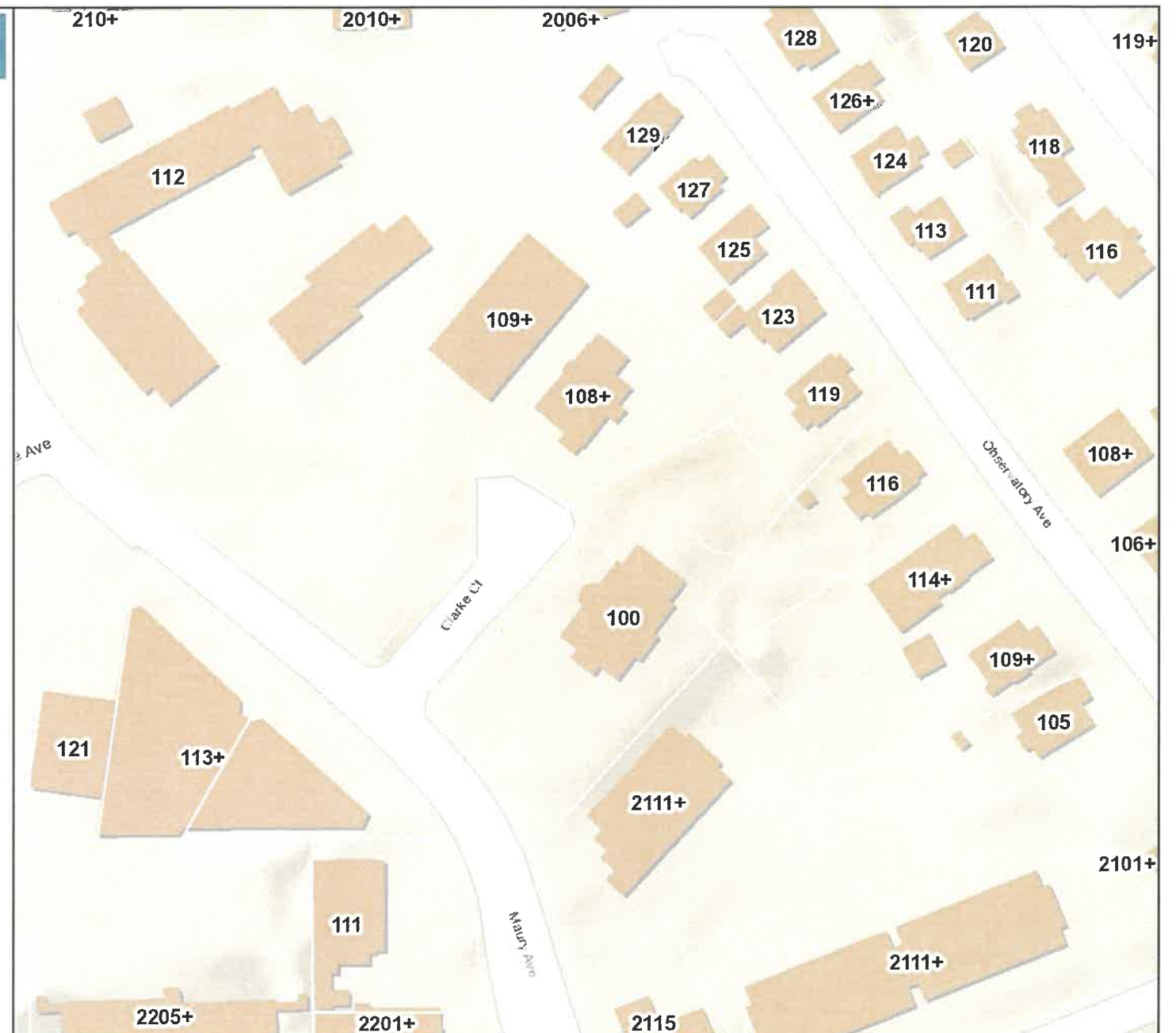


Feet



0 25 50 75 100

1:1,128 / 1"=94 Feet



Title:

Date: 10/20/2023

DISCLAIMER: The City makes no warranties, expressed or implied, concerning the accuracy, completeness or suitability of this data, and it should not be construed or used as a legal description. The information displayed is a compilation of records, information, and data obtained from various sources, and the City is not responsible for its accuracy or how current it may be. Every reasonable effort is made to ensure the accuracy and completeness of the data. Pursuant to Section 54.1-402 of the Code of Virginia, any determination of topography or contours, or any depiction of physical improvements, property lines or boundaries is for general information only and shall not be used for the design, modification or construction of improvements to real property or for flood plain determination.



\\timmons.com\gis\900\904158925-JSF Clarke Court\DWG\58925-V-PLAT STREET-CLOSE v2.dwg [Plotted on 5/30/2025 2:30 PM] by Abe Evans

SURVEY NOTES:

1. PROPERTY & ZONING INFORMATION:

TMP 17-91.1

OWNER: JEFFERSON SCHOLARS FOUNDATION
REFERENCE: INST. NO. 201700002224
CITY PARCEL ID NUMBER: 170091100
PROPERTY ADDRESS: 100 CLARKE COURT
(ORIGINAL) AREA: 0.645 AC. (SURVEYED)
ZONED: RX-5

TMP 17-92

OWNER: JEFFERSON SCHOLARS FOUNDATION
REFERENCE: INST. NO. 202500001088; INST. NO. 200800004980; DB. 1127, PG. 734
CITY PARCEL ID NUMBER: 170092000
PROPERTY ADDRESS: 112 CLARKE COURT
(ORIGINAL) AREA: 2.614 AC. (RECORD)
ZONED: RX-5

DIMENSIONAL REGULATIONS (FROM CHARLOTTESVILLE CITY CODE, CHAPTER 34, ARTICLE III, DIVISION 2):

2.2.5.A.1 LOT SIZE:

AREA - 2,500 SQUARE FEET MINIMUM WIDTH
FRONT ACCESS - 40 FEET MINIMUM
SIDE / REAR ACCESS - 25 FEET MINIMUM

2.2.5.A.4 BUILDING SETBACKS:

FRONT YARD (PRIMARY STREET) - 10 FEET MIN. / 20 FEET MAX.
[OR EXISTING RANGE]
FRONT YARD (SIDE STREET) - 5 FEET MIN. / 20 FEET MAX.
SIDE YARD - 4 FEET MINIMUM
REAR YARD - 4 FEET MINIMUM

2.2.5.B.1 BUIDLING HEIGHT:

BASE - 3.5 STORIES MAXIMUM; 40 FEET MAXIMUM
BONUS: AFFORD. DWELL. UNIT - 4 STORIES MAX; 52 FEET MAX.

2. THE BOUNDARY SURVEY SHOWN HEREON IS BASED ON A FIELD SURVEY BY TIMMONS GROUP, INITIALLY COMPLETED JULY 11, 2016 AND SUBSEQUENTLY UPDATED ON MAY 3, 2023 AND DECEMBER 12, 2024, AND COMPILATION FROM DEEDS AND PLATS OF RECORD IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF CHARLOTTESVILLE, VIRGINIA.

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

4. BASED ON FEMA FLOOD INSURANCE RATE MAP (FIRM), MAP NO. 51003C0269D, PANEL 269 OF 575 EFFECTIVE DATE FEBRUARY 4, 2005, THE PROPERTY SHOWN LIES IN UNSHADED ZONE X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN.

5. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT; EASEMENTS MAY EXIST WHICH ARE NOT SHOWN HEREON.

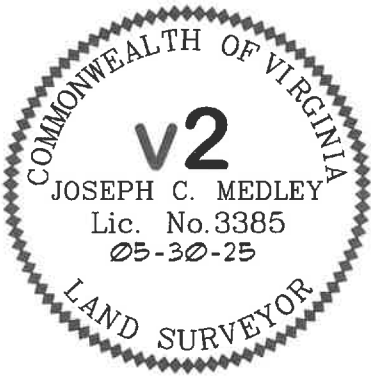
6. IT IS THE INTENT OF THIS PLAT TO CLOSE CLARKE COURT STREET RIGHT OF WAY. THE 0.107 ACRES SHOWN HEREON AS PARCEL 'A' SHALL BE ADJUSTED INTO TMP 17-92. FURTHER THE 0.080 ACRES SHOWN HEREON AS PARCEL 'B' SHALL BE ADJUSTED INTO TMP 17-91.1. THE RESULTANT ADJUSTMENTS ARE TO BE TREATED AS ONE PARCEL RESPECTIVELY.

AREA TABULATION:

ORIGINAL TAX MAP PARCEL 17-91.1 (170091100)	0.645 AC.
AREA FROM CLARK COURT CLOSURE	+ 0.080 AC.
ADJUSTED TAX MAP PARCEL 17-91.1 (170091100)	= 0.725 AC.
ORIGINAL TAX MAP PARCEL 17-92 (170092000)	2.614 AC.
AREA FROM CLARK COURT CLOSURE	+ 0.107 AC.
ADJUSTED TAX MAP PARCEL 17-92 (170092000)	= 2.721 AC.

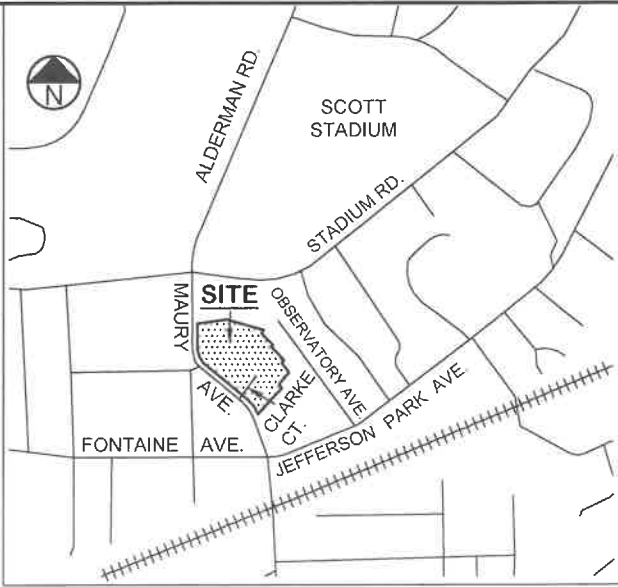
SHEET INDEX

SHEET 1 : COVER, NOTES
SHEET 2 : APPROVAL(S), CURVE, & LINE TABLES
SHEET 3 : PLAT
SHEET 4 : PLAT



SURVEYOR'S CERTIFICATE:

I CERTIFY THAT THIS PLAT, TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF, IS CORRECT AND COMPLIES WITH THE MINIMUM PROCEDURES AND STANDARDS ESTABLISHED BY THE VIRGINIA STATE BOARD OF ARCHITECTS, PROFESSIONAL ENGINEERS, LAND SURVEYORS AND CERTIFIED LANDSCAPE ARCHITECTS.



VICINITY MAP

1" = 1000'

LEGEND

⊙ (F)	CORNER FOUND, AS NOTED
● (S)*	CORNER SET, 2023 SURVEY
● (S)	CORNER SET, AS NOTED
△	COMPUTED POINT
DH	DRILL HOLE

PLAT SHOWING

**BOUNDARY LINE ADJUSTMENT
AND CLARKE COURT
STREET CLOSURE**

ADJUSTED BETWEEN THE LANDS OF
JEFFERSON SCHOLARS FOUNDATION
CITY TMPs 17-91.1 & 17-92
JEFFERSON PARK AVENUE AREA
CITY OF CHARLOTTESVILLE, VIRGINIA

Date: May 20, 2025	Scale: As Shown
Sheet: 1 of 4	J.N.: 58925
Drawn by: ATE	Checked by: JCM
Last Revised: May 30, 2025	

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B'

OF PROPERTY DESCRIBED HEREIN IS WITH THE
E WITH THE DESIRE OF THE UNDERSIGNED
STEEES. ANY REFERENCE TO FUTURE POTENTIAL
S THEORETICAL ONLY. ALL STATEMENTS AFFIXED
ECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

ON

DATE

IGNED BEFORE ME ON
, 2025,
T OF JEFFERSON
A NON-STOCK
CORPORATION.

EL OWNERSHIP INFORMATION:

C
RA

TE HOLDINGS LLC

(D) TMP 17-97
N/F JOHN ASHWORTH
INST. NO. 202400001457

(E) TMP 17-98
N/F THE MEISTER, LLC
INST. NO. 2021000739

(F) TMP 17-100
N/F NELSON E. BICKERS, TRUSTEE
DB. 1037, PG. 559

ED:

N INCIDENTAL TO BOUNDARY LINE ADJUSTMENT AND CONSOLIDATION OF LAND
202500001088). THIS PLAT SHALL NOT IMPLY RE-ZONING OF ANY LANDS, THEREFORE THE
ION FOR THOSE RELEVANT PARTS / AREAS (OF TMP 17-92).

VACATED PROPERTY LINE

LINE TABLE		
LINE	BEARING	LENGTH
VL1	N5°06'21"W	9.69'

NEW PROPERTY LINE

LINE TABLE		
LINE	BEARING	LENGTH
L1	N60°22'38"E	10.58'

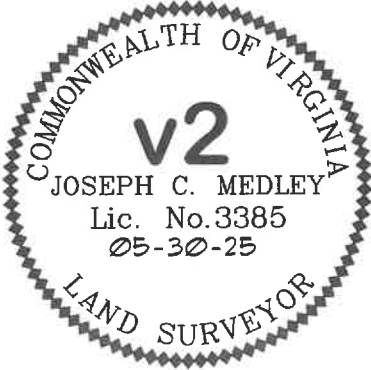
VACATED PROPERTY LINE

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	CH. BEARING	CHORD
VC1	10.69'	16.14'	86°31'44"	S0°29'23"E	14.65'
VC2	22.42'	7.99'	20°24'31"	N32°34'15"E	7.94'
VC3	22.42'	10.75'	27°28'20"	N8°37'49"E	10.65'
VC4	15.11'	7.01'	26°33'47"	N18°23'11"W	6.94'
VC5	15.11'	7.91'	29°58'32"	N46°39'20"W	7.82'
VC6	26.45'	21.44'	46°26'08"	N22°59'27"E	20.85'
VC7	10.51'	15.99'	87°09'23"	N86°21'29"E	14.49'

CITY APPROVALS:

SECRETARY OF THE PLANNING COMMISSION DATE

CHAIRMAN OF THE PLANNING COMMISSION DATE



PLAT SHOWING
BOUNDARY LINE ADJUSTMENT
AND CLARKE COURT
STREET CLOSURE

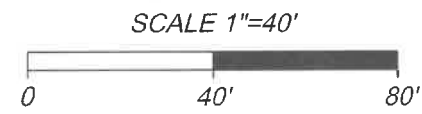
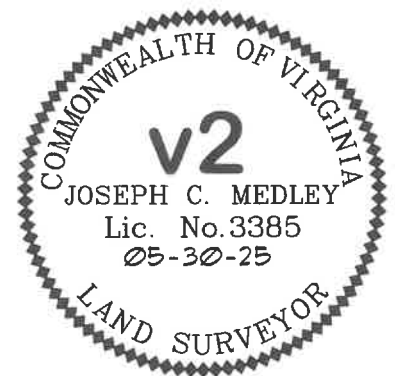
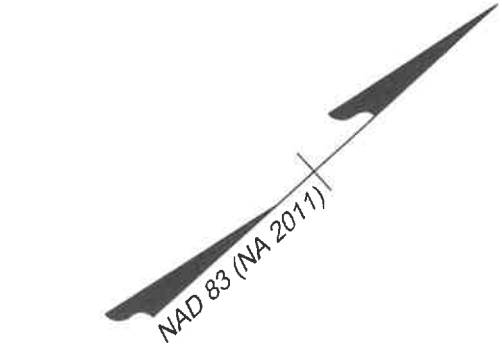
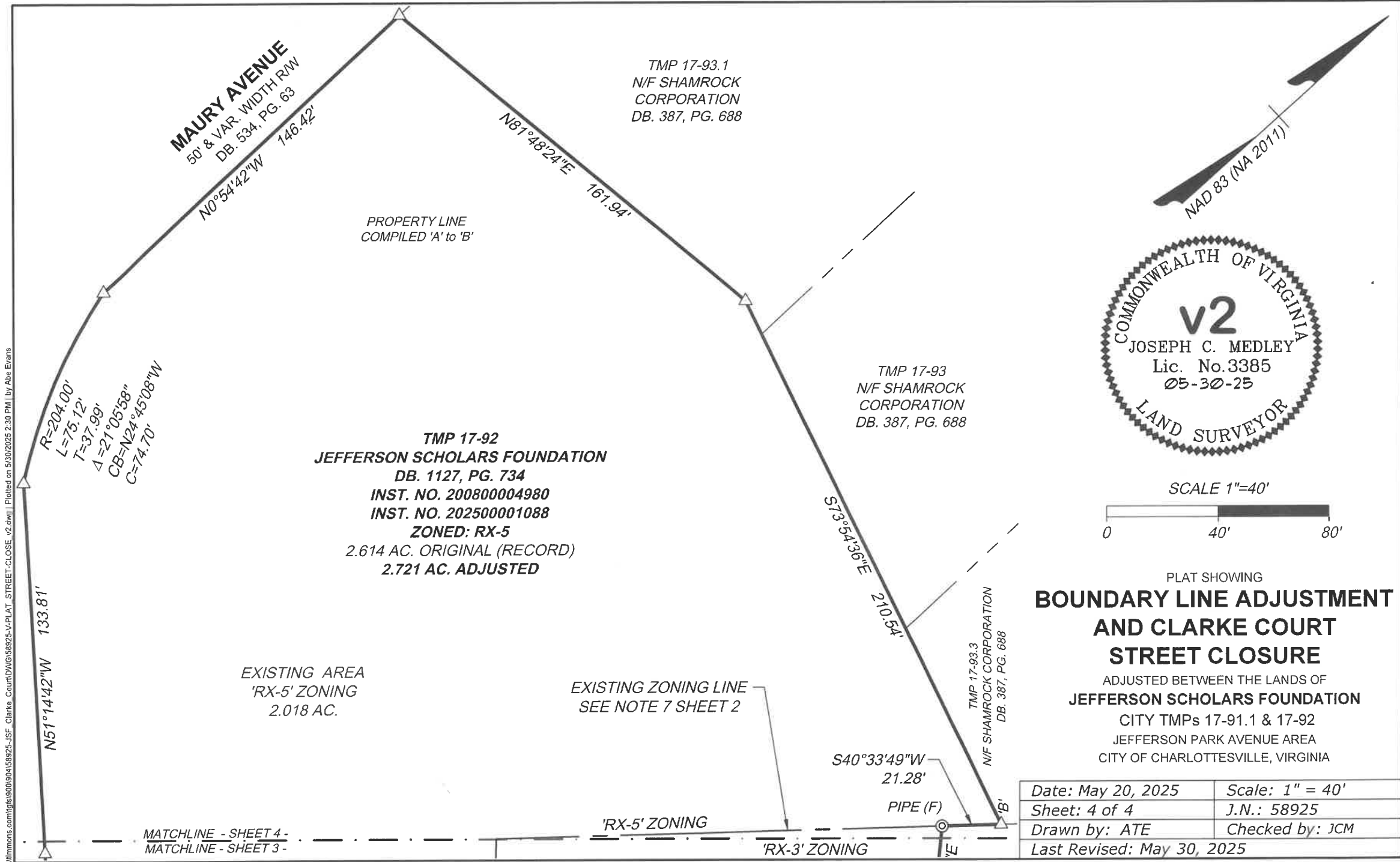
ADJUSTED BETWEEN THE LANDS OF
JEFFERSON SCHOLARS FOUNDATION
CITY TMPs 17-91.1 & 17-92
JEFFERSON PARK AVENUE AREA
CITY OF CHARLOTTESVILLE, VIRGINIA

Date: May 20, 2025	Scale: N / A
Sheet: 2 of 4	J.N.: 58925
Drawn by: ATE	Checked by: JCM
Last Revised: May 30, 2025	

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PLAT SHOWING
**BOUNDARY LINE ADJUSTMENT
AND CLARKE COURT
STREET CLOSURE**
ADJUSTED BETWEEN THE LANDS OF
JEFFERSON SCHOLARS FOUNDATION
CITY TMPs 17-91.1 & 17-92
JEFFERSON PARK AVENUE AREA
CITY OF CHARLOTTESVILLE, VIRGINIA

Date: May 20, 2025	Scale: 1" = 40'
Sheet: 4 of 4	J.N.: 58925
Drawn by: ATE	Checked by: JCM
Last Revised: May 30, 2025	

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**ORDINANCE CLOSING, VACATING, AND DISCONTINUING THE PUBLIC ROAD
KNOWN AS CLARKE COURT ON CITY REAL ESTATE TAX MAP 17**

WHEREAS, the Jefferson Scholars Foundation (“Applicant”), the owners of the property at 100 and 112 Clarke Court, Charlottesville, Virginia 22903, have petitioned the City of Charlottesville, Virginia (“City”), to close the aforesaid Clarke Court, adjoining Parcels 170091100 and 170092000 (“Subject Street”); and

WHEREAS, the portion of Clarke Court that is the subject of this Petition was created circa 1961, by a subdivision plat recorded in the City of Charlottesville land records at Deed Book 228 Page 431, and subsequently annexed into the City; and

WHEREAS, the owners of property adjoining the Subject Street have submitted this Petition, and notice has been given to the public pursuant to Virginia Code §§ 15.2-2204, 15.2-2272 and 15.2-2006, and a legally advertised Public Hearing by City Council was held and conducted on November 3, 2025; and

WHEREAS, following that public hearing the City Council voted to authorize the City Attorney to enter into negotiations with Applicant concerning terms for the requested vacation; and

WHEREAS, after due consideration of the Application and the terms negotiated with Applicant, this City Council finds and determines that Applicant’s request should be granted; now, therefore,

BE IT ORDAINED by the Council of the City of Charlottesville, Virginia:

1. That the Subject Street is hereby closed, vacated, and abandoned, and the said area of the Subject Street being more particularly described as follows: a 148.14 foot platted street, designated as Clarke Court, running from Maury Avenue, and adjoining the lots identified on 2025 City Real Estate Tax Map 17 Parcels 91 and 92; and
2. Said closure, vacation, and abandonment is conditioned upon:
 - a. Applicant’s grant to the City of any and all easements necessary and appropriate for the maintenance, replacement, or upkeep of any public utilities within or adjacent to the Subject Street; and
 - b. Applicant’s payment of \$750,000 to the City.

BE IT FURTHER ORDAINED that this Ordinance shall take effect (i) sixty (60) days after the date of City Council’s vote to approve this Ordinance, if no appeal from City Council’s enactment of this Ordinance is filed of record within the Charlottesville Circuit Court, or (ii) if an appeal is filed, upon the entry of a Final Order by the Circuit Court disposing of the appeal (“Effective Date”). The City Attorney and City Manager, or their designees, are authorized to take all actions necessary to carry out the actions authorized by this Ordinance, and, on or after the

Effective Date, to record an attested copy of this Ordinance within the Street Closing Book within the land records of the Charlottesville Circuit Court. Upon the recordation of this Ordinance within the said Street Closing Book, the owner(s) of the lots currently addressed as 100 and 112 Clarke Court, respectfully, shall acquire title to the centerline of the Subject Street adjoining their lot.

Approved by Council _____

Clerk of Council

Policy Briefing Summary

City Council



Regarding:	Dairy Road Bridge Public Hearing Summary Presentation for Endorsement
Staff Contact(s):	Michael Goddard, Deputy Director, Eric Morris
Presenter:	Najeeb Behnam
Date of Proposed Action:	December 15, 2025

Issue

Updates and Q&A on Dairy Road Bridge

Background / Rule

The City of Charlottesville Department of Public Works has received \$12,620,000 in grant funding through the Virginia Department of Transportation (VDOT) to reconstruct the Dairy Road bridge over the Route 250 bypass. The existing bridge has reached the end of its useful life. Recent inspection data dated March 6, 2025, shows the overall condition of the bridge as “poor.” A full replacement of the bridge is necessary and has been funded through VDOT’s State of Good Repair (SGR) program using a combination of state and federal dollars.

Analysis

A design public hearing was held on July 15, 2025, at Walker Upper Elementary School to inform the public and adjacent neighborhoods about the project needs, background, and construction impacts. A 10-day comment period was provided after the meeting to allow any citizen to provide comment on the project. A total of 16 formal comments were received in writing or orally through the City-provided court reporter present at the public hearing. In general, feedback was focused on the inconvenience of the detour, the appearance of the bridge, and the duration of construction and detour.

The City of Charlottesville will do the following based on feedback received at the Public Hearing:

1. Numerous requests were received to make the bridge more visually appealing. The City will add aesthetic and architectural treatments to the proposed bridge design. These will include painting the girders, adding a decorative steel railing in lieu of a concrete-only barrier, and finishing all foundation walls with an architectural stone finish. The bridge will more closely mimic the Route 250 bridge at McIntire Road/John W. Warner Parkway when construction is complete.
2. The length of construction was commonly cited as longer than desired. The City will explore ways to design the bridge in a way that allows for quicker construction and plans to provide monetary incentives for the contractor to open the bridge ahead of the contractual schedule, to the extent possible.
3. Finally, the impacts of the proposed detour were a common concern. The City plans to closely monitor traffic patterns once the detour is implemented to see if additional mitigation measures are necessary.

A second public meeting is planned in mid-2026 prior to construction to update the public on the project progress, provide a rendering of the proposed bridge, and hear concerns/comments regarding the project and detour.

Financial Impact

The entire project is funded through State and Federal sources provided by VDOT. Delay in issuing design approval could impact the anticipated schedule to advertise the project for construction in mid-2026. Significant delays could increase the project costs as inflation continues to push construction costs upwards over time. Additional funds are not guaranteed from VDOT, and the City of Charlottesville should expect to be required to fund any shortfalls to complete the project beyond the allocated grant funds.

Recommendation

City staff recommends Council issue “design approval” to proceed with the current project design, which will require closure of the bridge and a full detour during construction.

Recommended Motion (if Applicable)

Motion to proceed with bridge design as initiated with the inclusion of aesthetic treatments as approved for funding by VDOT

Attachments

1. Dairy Road PublicHearing Transcript Appendices v2
2. Dairy Road Bridge Replacement - Council Presentation..
3. 20251029_Dairy Rd Bridge Renderings_rev

DESIGN PUBLIC HEARING TRANSCRIPT



Dairy Road Bridge Replacement
City of Charlottesville, Virginia

VDOT PROJECT NO. U000-104-365, UPC 118295

Public Hearing Held: July 15, 2025

6 PM to 8 PM
Walker Upper Elementary School
1564 Dairy Rd
Charlottesville, VA 22903

Prepared By:
Kimley-Horn and Associates, Inc.
210 Ridge McIntire Road, Suite 325
Charlottesville, VA 22903



September 22, 2025

TABLE OF CONTENTS

DESIGN PUBLIC HEARING TRANSCRIPT PACKAGE

HEARING SUMMARY

Design Approval

ATTACHMENT A – DESIGN APPROVAL

ATTACHMENT B - SIGN-IN SHEET

ATTACHMENT C - COMMENT MATRIX

ATTACHMENT D - ORIGINAL COMMENT SHEETS, ORAL COMMENTS, AND E-MAILS

ATTACHMENT E - ADVERTISEMENT

ATTACHMENT F – DESIGN PUBLIC HEARING PLANS

ATTACHMENT G – DESIGN PUBLIC HEARING HANDOUT

ATTACHMENT H – DESIGN PUBLIC HEARING DISPLAYS

ATTACHMENT I – PUBLIC HEARING PRESENTATION

ATTACHMENT J – NEPA DOCUMENT COVER

HEARING SUMMARY

Meeting Date and Time: Tuesday – July 15th, 2025 6:00pm – 8:00pm

Location:

Walker Upper Elementary School, Auditorium
1564 Dairy Rd
Charlottesville, VA 22903

Meeting Notification Advertisement: Attachment E

Local Newspaper:

The Daily Progress:

- 1) June 19, 2025
- 2) July 3, 2025

C-VILLE Weekly:

- 1) June 25, 2025 (print)
- 2) July 2, 2025 (online)
- 3) July 9, 2025 (print)

www.dairyroadbridge.org

Public Hearing Handout: Attachment G

Public Hearing Displays: Attachment H

Public Hearing Presentation: Attachment I

NEPA Document Cover: Attachment J

Design Approval: Attachment A

Number of attendees based on Sign-In sheet: 44

Number of comments received: 16 (14 online, 1 email, and 1 verbal)

Percent of online commenters in support of the project: 38% (5 of 13)

Percent of online commenters neutral to the project: 23% (3 of 13)

Percent of online commenters opposed to the project: 38% (5 of 13)

General Response to comments and survey feedback:

The City of Charlottesville will do the following based on feedback received at the Public Hearing:

1. *Numerous requests were received to make the bridge more visually appealing. The City will add aesthetic and architectural treatments to the proposed bridge design. These will include: painting the girders, adding a decorative steel railing in lieu of concrete-only barrier, and finishing all foundation walls with an architectural stone finish. The bridge will more closely mimic the Route 250 bridge over McIntire when construction is complete.*
2. *The length of construction was commonly cited as longer than desired. The City will explore ways to design the bridge in a way that allows for quicker construction and plans to provide monetary incentives for the contractor to open the bridge ahead of the contractual schedule, to the extent possible.*
3. *Finally, the impacts of the proposed detour were a common concern. The City plans to closely monitor traffic patterns once the detour is implemented to see if additional mitigation measures are necessary.*

ATTACHMENT A

DESIGN APPROVAL
(in progress)

ATTACHMENT B

SIGN-IN SHEET

SIGN-IN SHEET

Dairy Road Bridge Replacement

Public Hearing

Tuesday, July 15, 2025



Name	Home Address	Email (to communicate only about this project)
Jane Tirrell	1715 Meadowbrook Heights Rd City 22901	JCTeek@gmail.com
Gross M Allen	1670 Merrifields Ln, Rixtersville, VA	
Jim Bowling	107 Warren Ln, Culla	jmb@stlawva.com
Sally Barber	1448 Grove Rd 22901	Reganwa@gmail.com
Becky Calvert	1501 Greenleaf lane 22903	beckycalvert@gmail.com
Russell Marks	1001 Grove Rd 22901	Russmarks@msn.com
Nancy Fischer	107 Wilson Ct	FischerNew@aol.com
Sheila Haughey	2408 Hillwood Pl. 22901	sheila.haughey@comcast.net
JAMES WEISSMAN	2206 BANBURY ST 22901	info@vexaway.com
JIM ROUSQUELL	1113 MONTICELLO ROAD	JIR@JNRSTUDIO.COM
RETE MARSHALL	1422 GENTRY LANE	

SIGN-IN SHEET

Dairy Road Bridge Replacement

Public Hearing

Tuesday, July 15, 2025



Name	Home Address	Email (to communicate only about this project)
JANES RUFFLER	1705 Kenwood Ln	Car
LOUIS BATTUELLO	1618 KING MOUNTAIN RD	LOUIS.BATTUELLO@gmail.com
LINDA HANSON	106 WILSON CT	singingout@centurylink.net
Sally Neill	1708 Essex Rd	SALLYNNEILL@gmail.com
Holly Robertson	1824 Meadowbrook Heights Rd.	hollyrobertson21@gmail.com
SARAH BROOKS	1702 Yorktown Dr 22901	SarahTbrooks@gmail.
Bruce & Ellis Hively	1603 Keith Valley Rd 22903	1603KVR@gmail.com
IRA BASHKOW	2101 TARLETON DR 22901	BASHKOW@outlook.com
Serena Hagerty	1510 Dairy Rd	serenahagerty@gmail.com

SIGN-IN SHEET

Dairy Road Bridge Replacement

Public Hearing

Tuesday, July 15, 2025



Name	Home Address	Email (to communicate only about this project)
Jean Hiatt	1719 Meadowbrook Heights RD Cville	jhiatt3@gmail.com
Alan Wong	1442 Grove Rd.	alancw5e@gmail.com
Susan Rice	2104 Tarleton Dr	susanrice616@gmail.com
Rus Perry	1626 Saint Annes Rd	jeanetterosenberg@gmail.com
Jeanette Rosenberg		
FRANZ KOGLER	1508 HOLLY RD	FK2218@GMAIL.COM
Debra A Stergios	1632 Meadowbrook Hts. Rd.	debosterg.132@gmail.com
Andrew Kahl	1623 Keith Valley Rd	akahl1@gmail.com
Sam Kunitz-Lery	1510 Dairy Rd	SKunitzLery@gmail.com

SIGN-IN SHEET

Dairy Road Bridge Replacement

Public Hearing

Tuesday, July 15, 2025



Name	Home Address	Email (to communicate only about this project)
Lee Scott	1711 KING MTN RD	
Rebecca Barns	1607 Greenleaf Ln	
Heidi Jones	1615 Rose Hill Dr.	
Don Higgins	1625 Bradywine Dr.	ArtLink@patho.com
Susan Marks	1601 Grove Rd	
Deborah Johnson	1614 Keith Valley R	dgi7p@virginia.edu
LLOYD SNOOK	2408 HILWOOD PLACE	LLOYD.SNOOK@ATHA.COM
Sarah French	1506 Grove Rd	spin yarn2@gmail.com
Linda McGee	100 Wilson Ct	wilsonet102@gmail.com
ELKE ROST-RUFFNER	1705 KENTWOOD LN	erl@virginia.edu
JAKE MOONEY	1816 YORKTOWN DR	JAKEMOONEY@GMAIL.COM

SIGN-IN SHEET

Dairy Road Bridge Replacement

Public Hearing

Tuesday, July 15, 2025



Name	Home Address	Email (to communicate only about this project)
ROB WINSTEAD	912 OLD FARM ROAD	rbwinstead@gmail.com
Kevin Lynch	1632 Meadowbrook Heights Rd	kevin.r.lynch@hey.com
Gabrielle Hall	1623 Concord Dr	mayghallrentals@gmail.com

ATTACHMENT C

COMMENT MATRIX

Comment No.	Submission Date	Submission Method	First Name	Last Name	Email	Street Address	City	State	Zip	Do you have the opportunity to review and consider the information provided in the exhibits, forum event or project website, prior to answering these questions?	How frequently do you use the Daily Road Bridge?	What is your opinion regarding the proposed project?	Do you feel the information provided at the July 13th Public Meeting adequately covered your questions?	You may elaborate on the previous question answer to this question.	Please use the following space for documenting other comments.	City Response	Action To Take by City
1	Jul 24, 2025	Online Form	Jim	Starnwell	Jim@jimstudio.com	1111 monticello road	collie	va	22902	Yes	rarely	Strongly Oppose	No	The hearing was entitled "Design Public Hearing" and yet the consultants failed to present any relevant information about what the bridge looks like.	Once again, the city and its consultant are failing to grasp the importance of a significant piece of infrastructure. It's the former bridge facade all over again. Instead of soliciting public input at the inception of the design, due to the funding mechanism for this project, VDOT's "State of Good Repair" program, no more than 5% of the total cost can be for aesthetic treatments. More significant treatments would not comply with this requirement and would require the City to allocate additional funding to the project, which is not available. A rendering of the bridge will be made available to the public at the Citizen Information Meeting to be held in 2026.	Add aesthetic treatments to railings, walls, paint griders.	
2	Jul 24, 2025	Online Form	Reinold	Perry	rperry54@gmail.com	1630 Saint Annas Road	Charlottesville	VA	22901	Yes	Daily	Neutral	No	Given that the budget is fixed and the need is documented, the only issue before the public was the sequence of construction (the maintenance of vehicular access) and what the bridge will look like. Unfortunately only the former issue was addressed, and that adequately. The public review is not complete until the consultant / the city present what the bridge will look like for public comment. The traffic inconvenience lasts a year or so. We will be seeing this bridge daily for the next 50 years. Some visitors will see the bridge as they enter the city, becoming part of the way they remember the city. I also reject the argument that "adding aesthetics" only adds to the cost and that there is no cost feasibility, therefore no "added aesthetics."	Due to public comments the City has elected to add aesthetic treatments to the bridge railing, walls, and painting of the griders. Due to the funding mechanism for this project, VDOT's "State of Good Repair" program, no more than 5% of the total cost can be for aesthetic treatments. More significant treatments would not comply with this requirement and would require the City to allocate additional funding to the project, which is not available. A rendering of the bridge will be made available to the public at the Citizen Information Meeting to be held in 2026.	Add aesthetic treatments to railings, walls, paint griders.	
3	Jul 22, 2025	Online Form	David	McIntire	mclor.david@gmail.com	1612 Del Mar Dr	Charlottesville	VA	22903	Yes	Daily	Support	did not attend the meeting	read the extensive meeting notes from a neighbor who was there and passed the presentation slides and information on https://www.dailyroadbridge.org/	Given that this will likely increase traffic on Ragly Ave (https://maps.app.goo.gl/3Qm9d4H9MvUd74?can=place), there can then be improvements for pedestrians crossing that street? The only safe crossing area is a cross hill thanks to the new insight, but that road has lots of traffic, that makes crossing difficult for pedestrians or bikes coming in from the YMCA and McIntire Park area.	The City has an active project at Ragly Ave and the 250 EB off-ramp at Windwood Road that will improve the crosswalk and shared use path at this intersection. Additionally a temporary signal during construction will allow for better pedestrian crossing.	NONE, other project already underway
4	Jul 21, 2025	Online Form	Oliver	Phister	oliver.phister@gmail.com	1701 Kenwood Ln	Charlottesville	VA	22901	Yes	Daily	Oppose	did not attend the meeting	couldn't attend the meeting but read the notes taken by a neighbor who was there and passed the presentation slides and information on https://www.dailyroadbridge.org/	No question the bridge needs to be replaced before it collapses! I'm in courses in support of that. However I find the lack of attention to the traffic issues quite disappointing. As of today, left turns from Hydraulic to Brandewine are impossible at busy times of the day. I always continue to the bypass and take the ramp to Ragly Rd and then the bridge to get to our neighborhood. Coming from Brandewine onto Hydraulic is getting congested as well, as the roundabout fluidified traffic some but not that much. This will not get any better when the bridge is closed.	Conditions for the impacted roadways and intersections on the proposed detour route will be continuously monitored throughout the construction activities. Updated traffic signal timings will be implemented to prioritize impacted movements and lessen the increases in delays, where possible. However, due to the proximity of the intersection at Hydraulic Road at Brandewine Drive to the Route 250 bypass signal, additional signalization at this location is unlikely to occur.	Monitor traffic when the detour is implemented
5	Jul 17, 2025	Online Form	Anna	Phister	afister.anna@gmail.com	1701 kenwood lane	Charlottesville	VA	22901	Yes	1-2 times/week	Strongly Oppose	did not attend the meeting	Unable to make meeting but read notes	It seems to me that you could build another bridge next to the old one if you took down the pedestrian bridge not to it without severely impacting private land or structural integrity. This would not impact in many people as closing the whole bridge for a year. Also, most of those excuses for not doing the alternative seem to come down to money. The city clearly does not use the high negative impact this will have on the lives of so many in the area of CHS. This bridge closed for a full year will cause chaos every school day. I am sure if this were closed to UVA, (where all the money comes from), this would be a much easier project. A whole year for this small bridge is insane.	Relative to the total traffic volumes on Hydraulic (29,000 vehicles/day) and Route 250 (40,000 vehicles/day) the total volume on Dairy Road (5,000 vehicles/day) is much less significant. While the detour will be inconvenient during the peak period for those who rely daily on Dairy Road, traffic modeling shows that the detour won't significantly negatively impact traffic operations on surrounding streets.	Monitor traffic when the detour is implemented
6	Jul 17, 2025	Online Form	Jeff	Shane	jeffshane@gmail.com	1719 Yorktown Drive	Charlottesville	VA	22901	Yes	Daily	Strongly Oppose	did not attend the meeting	read the notes and read all the neighborhood emails about it	16+ months is extremely long for the bridge to be out, especially since the high school has a lot of traffic which will be disrupted and will make a mess in the neighborhood. Not to mention the bridge connects the neighborhood to the city. And the traffic adds to the mess itself as a car which is already crowded and not well-designed will be problematic. And W Parkway is already overwhelmed. At least let us turn up Ragly. The city has had to buy out multiple high-ranking officials. It's raised our property and personal property taxes, re-zoned our neighborhoods against our desires. Why can't it going to help pay to keep the bridge open? Charlottesville has no charge. It is disappointing for the high taxes on related assessments, it would be nice to spend money to be kind to residents.	Building a parallel bridge would have significant cost implications and impacts to adjacent properties as it would have to be built far enough from the existing bridge to not impact the existing bridge foundations. The City is electing to not take on these costs nor impact the properties of the residents in the immediate vicinity for the reduction in inconvenience. Additionally, maintaining traffic on the existing bridge during construction would increase the total construction timeline, whereas the City desires for the project to be accomplished as quickly as possible to minimize the total inconvenience to the public.	NONE, continue with current alignment
7	Jul 16, 2025	Online Form	Susan	Shaw	sophanaw@gmail.com	1719 Yorktown Dr	Charlottesville	VA	22901-3055	No	1-2 times/week	Strongly Oppose	did not attend the meeting	1. I concur with the comment made by the Perry at the meeting, that the new bridge will be the western gateway to the city and so should not be just "utilitarian, some thought should be given to aesthetics... I'd prefer not to have an eyesore there. 2. I agree with the comment who suggested allowing left hand turn off the bypass onto Ragly Road, at least for the duration of the construction. 3. It was stated that the new bridge would not use pipes or either edge of the bypass. If yes, surely there is no need to remove the foundations of the existing piers below the grade. That could save some money that could potentially then go to improved aesthetics of the new bridge.	Due to public comments the City has elected to add aesthetic treatments to the bridge railing, walls, and painting of the griders. A rendering of the bridge will be made available to the public at the Citizen Information Meeting to be held in 2026.	Add aesthetic treatments to railings, walls, paint griders.	
8	Jul 16, 2025	Online Form	Pat	Marshall	pat@mandomafai.com	1421 Gentry Lane	Charlottesville	VA	22903	Yes	Daily	Support	Yes	Thank you	I am concerned by the fact that the bridge will be closed for more than a year and its consequent traffic issues. I had hoped that the hydraulic roundabout would have alleviated the traffic issues considering how difficult it had become to leave and enter this side of the Greenerbrook neighborhood but now I am on Kenwood Lane but part of the left on Meadowbrook Heights. Unfortunately, the Hydraulic/Brandewine construction had not helped as well as the detour from Meadowbrook Heights to the 250 is a ramp would have been great third. The constant flow of traffic on the 250 makes it difficult to exit Meadowbrook Heights on the 250, Lane was from Meadowbrook to Hydraulic, and the parkway is often backup because of the lights. The Greenerbrook Rd exit is still the best option. I hope that the significant increase in taxes the past few years would be reflected into the budget. Adding the bridge closure to this already congested area around nightmarish, and I hope the issues we already have are taken into consideration. Thank you very much for reaching out to the neighborhood!	Keeping the bridge open during construction would have significant cost implications and impacts to adjacent properties. The City is electing to not take on these costs nor impact the properties of the residents in the immediate vicinity for the reduction in inconvenience. Additionally, maintaining traffic on the existing bridge during construction would significantly increase the total construction timeline, whereas the City desires for the project to be accomplished as quickly as possible to minimize the total inconvenience to the public.	Monitor traffic when the detour is implemented
9	Jul 16, 2025	Online Form	Thia	Steady-Colum	mccovee_63@yahoo.com	1402 Holly Rd	Charlottesville	VA	22901	Yes	1-2 times/week	Support	did not attend the meeting	While feeling grateful that I live in a city that assumes the safety of its bridges and replaces them as necessary, I don't feel quite satisfied that the current proposed plan makes the sense that it could.	I'm concerned by the pattern I see in this project. In 2017, the City put in a new pedestrian bridge alongside the Dairy Road bridge. Wonderful! And yet the existence of that bridge is now given as a reason that bridge construction cannot be staged in a way to reduce the length of time that the bridge will be fully closed. The intersection under the bridge - where Meadowbrook Heights dumps onto the bypass - is a disaster. Does a more comprehensive plan address its improvement? I understand that the bridge is broken; it needs to be fixed. But intersection is also dreadfully broken. Might there be a way to work in concert to improve that area in entirety? Without having to return in a few years' time to create a plan that will then be stifled in intersection was by the new bridge, and neighborly utility level of perpetual construction and detours? Basically, it feels to me that projects are occurring more of a vacuum. Without relation to one another, is there a way to more cohesively integrate the various parts into a cohesive whole?	The funding grant the City received (with no cash matching dollars required) for the bridge only. Adding to the project scope, while it may be a worthwhile project, would delay the project years to fund the suggested improvements and result in a loss of the grant.	NONE
10	Jul 16, 2025	Online Form	Susanmah	Wood	ssusanahwood@gmail.com	1279 KENWOOD LN	CHARLOTTESVILLE	VA	22901	Yes	Daily	Strongly Support	did not attend the meeting	Read all material on the project's website, and have been informed through neighborhood communication.	This plan is a reasonable response to a series of difficult tradeoffs. Thank you to everyone involved for navigating such a difficult situation both from an engineering and an neighborhood relationship perspective.	n/a	NONE
11	Jul 16, 2025	Online Form	Andrew	Pennock	andrew.pennock@gmail.com	1721 Concord Dr	Charlottesville	VIRGINIA	22901-3118	Yes	Daily	Strongly Support	did not attend the meeting	How red of state... is there a Youtube or equal video of the meeting?	Yes	Consider incentives to accelerate the contractor's construction	
12	Jul 16, 2025	Online Form	Walter	Edglin	edglinfai@gmail.com	1665 Brandewine Drive	Charlottesville	VA	22901	No	Daily	Strongly Support	did not attend the meeting				
13	Jul 15, 2025	Online Form	Kevin	Huang	kh437201@yahoo.com	Keny Ln	Charlottesville	VA	22901	Yes	Daily	Neutral	No	About construction technology	Considering the time of construction and inconvenience of detour for people traveling between Greenerbrook neighborhoods and UVA, it is possible to use pre-made structural bridge and just install it on concrete support on both sides so as to finish the construction in less than half a year?	A prefabricated bridge would be more expensive and beyond the budget of the current grant funding the City has secured. Based on the current expected construction schedule, this approach would save approximately 2 months off the total expected timeline.	

Comment No.	Submission Date	Submission Method	First Name	Last Name	Email	Street Address	City	State	Zip	Have you had the opportunity to review and consider the information provided in the website or the public forum event or project website, prior to answering these questions?	How frequently do you use the Dairy Road bridge?	What is your opinion regarding the proposed project?	Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?	You may elaborate on the previous question answer in this space.	Please use the following space for documenting other comments.	City Response	Action To Take by City	
															ask that the city consider creating a cut through in the median on 250 (along with a temporary traffic signal) at the intersection with Meadowbrook Heights that would allow cars leaving from the Greenriver neighborhood to turn east on 250. This would relieve cars seeking to drive east on 250 from having to drive all the way to the Hydraulic roundabout to do so. It would also address the serious, long-standing problem of cars speeding on 250 West in the area between the fire station and Hydraulic Road, and the dangers it poses to cars attempting to turn west on 250 from Meadowbrook Heights. If such technology exists, you could place a sensor at this intersection that would only turn the traffic light on 250 from green to red when there is a car at the intersection of 250 and Meadowbrook with its left turn signal on (so that it would not turn red whenever there's a car attempting to turn right on 250 West). This modification to the current plan for remaining traffic would slow down traffic on 250, but do so in a manner that would promote public safety and alleviate congestion further down the road at the intersection of 250 and Hydraulic. Under the current plan, I foresee many drivers not driving all the way to the roundabout but instead doing a U-turn at the intersection of 200 and Hydraulic whenever the opportunity presents itself.	It is not recommended to allow left turning vehicles from Meadowbrook Heights onto Route 250 Bypass with a new median break, as this would increase the potential for vehicle crashes by creating new points of conflict. Therefore, creating a cut-through in the existing median for left turns is not being considered at this time.	Monitor traffic when the detour is implemented	
14	Jul 15, 2025	Online Form	Andrew	Kahrl	akahrl@gmail.com	1628 Keith Valley Rd	Charlottesville	VA	22905-3018	Yes	Daily	Neutral	Yes		Also, at the meeting tonight, it was informed that the roundabout on Hydraulic is not popular among some (perhaps many) residents. Those people are insane. That roundabout is the best thing this city/country has ever done, traffic-wise. It has dramatically alleviated congestion on Hydraulic. The only people it inconveniences are those who don't know how to drive and who, frankly, shouldn't be on the roads. Intersections are dangerous (I was nearly 1-boned by a driver who flew through a red light 4 days ago), they slow down traffic, and they waste gas. Any road project this city undertakes should always include an evaluation of opportunities to replace intersections with roundabouts whenever possible.	A rendering of the bridge will be made available to the public at the Citizens Information Meeting to be held in 2026.	Add aesthetic treatments to railings, walls, paint girders	
															1) I attended the Public Hearing meeting on July 15, 2025 at Walker School, regarding the planned Dairy Road Bridge Replacement Project. I wanted to submit the following comments. 2) I use the Dairy Road Bridge 1-2 times/week. 3) I am grateful that the bridge in poor condition can be replaced. 4) The public hearing did not address what the proposed bridge would look like. It was not provided as part of the slideshow and should have been. Only a 2D technical line drawing was available to view after the presentation. For such a visible and major project, a rendering of the bridge in context should have been mandatory for a public hearing. My requests and recommendations are as follows- please review and forward to the Kimley-Horn representatives who gave the presentation at the public hearing. A realistic rendering of the bridge in its context should be made available for public review as soon as possible, before further documentation work is done by Kimley-Horn. The replacement bridge design should align with the existing pedestrian bridge and complement it- not just by matching colors. The Kimley-Horn engineer was not correct in saying that the pedestrian bridge would obscure the view of the new replacement bridge. Refer to the attached photo to see that the vehicular bridge CAN be seen beyond the pedestrian bridge and that the two present an uncoordinated appearance. The replacement bridge design has the opportunity to coordinate the two bridges- without unduly adding to the scope of the project. Align the structure of the new bridge with the slight camber/curvature of the existing bridge bottom chord. This will make them a unified and coordinated pair, in profile. This might even address the concern another Public Hearing attendee had about having one bridge for both vehicles and pedestrians. Two coordinated bridges might provide an even better effect, if they can mirror each other where possible. Match the guardrail components used by the existing pedestrian bridge. While the replacement bridge will not have a fascia, the guardrail that must be on the replacement bridge, as noted by Kimley-Horn. Allow for future signage to be attached to the side of the bridge. Allow for future well-designed linear LED indirect lighting to be applied at guardrail height, shining downwards. This would have 2 effects: safety and allowing the bridge to take on the role of a gateway to Charlottesville. With water shoulders, lighting both sides may be more important, as pedestrians or bikes may attempt to use the shoulder. Will be coming from Brandwine to turn onto Hydraulic Road, and with the increase in traffic, an experience that's already tricky will be more complicated. I'm concerned about managing that. I would encourage the city to look for funding to make it a -- a more beautiful bridge.	A rendering of the bridge will be made available to the public at the Citizens Information Meeting to be held in 2026. The design of the bridge elevations are controlled by many factors, including roadway geometrics, structural capacity, and material selection. Prioritizing alignment of the bridge shape with the pedestrian bridge would result in significantly more roadway approach work, a longer construction duration, and a more expensive overall project. The bridge will generally follow the existing alignment with respect of having a deeper section than the existing bridge. Due to public comments the City has elected to add aesthetic treatments to the bridge railing, walls, and painting of the girders. Due to the funding mechanism for this project, VDOT's "State of Good Repair" program, no more than 1% of the total cost can be for aesthetic treatments. More significant treatments, such as decorative LED lighting, would not comply with this requirement as would require the City to allocate additional funding to the project, which is not available.	Add aesthetic treatments to railings, walls, paint girders	
15	July 29, 2025	Email	Alan	Wong	alanw@cs@gmail.com	1463 Grove Road	Charlottesville	VA	22901		1-2 times/week						A traffic analysis was performed for the right turn movement from Brandwine Drive to Hydraulic Road. It is expected this movement will see a minor increase in delay, however the increase is insignificant and does not warrant changes to this intersection while the detour is in place. The City will monitor traffic in the area once the detour is implemented to see if additional mitigation measures are necessary.	Monitor traffic when the detour is implemented
16	July 15, 2025	Verbal, in person	Mh	Hanson												Due to public comments the City has elected to add aesthetic treatments to the bridge railing, walls, and painting of the girders. Due to the funding mechanism for this project, VDOT's "State of Good Repair" program, no more than 1% of the total cost can be for aesthetic treatments. More significant treatments would not comply with this requirement as would require the City to allocate additional funding to the project, which is not available.	Add aesthetic treatments to railings, walls, paint girders.	

ATTACHMENT D

ORIGINAL COMMENT FORMS, ORAL COMMENTS, AND E-MAILS

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Andrew Kahrl
Email akahrl@gmail.com
Address 1628 Keith Valley Rd
Charlottesville, VA, 22901-3018

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

Yes

How frequently do you use the Dairy Road bridge?

Daily

What is your opinion regarding the proposed project?

Neutral

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

Yes

Please use the following space for documenting other comments:

I ask that the city consider creating a cut-through in the median on 250 (along with a temporary traffic signal) at the intersection with Meadowbrook Heights that would allow cars leaving from the Greenbrier neighborhood to turn east on 250. This would relieve cars seeking to drive east on 250 from having to drive all the way to the Hydraulic roundabout to do so. It would also address the serious, long-standing problem of cars speeding on 250 West in the area between the fire station and Hydraulic Road, and the dangers it poses to cars attempting to turn west on 250 from Meadowbrook Heights. If such technology exists, you could place a sensor at this intersection that would only turn the traffic light on 250 from green to red when there is a car at the intersection of 250 and Meadowbrook with its left turn signal on (so that it would not turn red whenever there's a car attempting to turn right on 250 West). This modification to the current plan for rerouting traffic would slow down traffic on 250, but do so in a manner that would promote public safety and alleviate congestion further down the road at the intersection of 250 and Hydraulic. Under the current plan, I foresee many drivers not driving all the way to the roundabout but instead doing a U-turn at the intersection of 250 and Hydraulic whenever the opportunity presents itself.

Also: at the meeting tonight, it was inferred that the roundabout on Hydraulic is not popular among some (perhaps many) residents. Those people are insane. That roundabout is the best thing this city/county has ever done, traffic-wise. It has dramatically alleviated congestion on Hydraulic. The only people it

inconveniences are those who don't know how to drive and who, frankly, shouldn't be on the roads. Intersections are dangerous (I was nearly t-boned by a driver who flew through a red light 4 days ago), they slow down traffic, and they waste gas. Any road project this city undertakes should always include an evaluation of opportunities to replace intersections with roundabouts wherever possible.

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Kevin Huang
Email kh4372016@yahoo.com
Address Kerry Ln
Charlottesville, VA, 22901

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

Yes

How frequently do you use the Dairy Road bridge?

Daily

What is your opinion regarding the proposed project?

Neutral

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

No

You may elaborate on the previous question answer in this space:

About construction technology

Please use the following space for documenting other comments:

Considering the time of construction and inconvenience of detour for people traveling between Greenbrier neighborhoods and UVA, is it possible to use pre-made structural bridge and just install it on concrete support on both sides so as to finish the construction in less than half a year?

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Walter Gilpin
Email wdgjrfaia@comcast.net
Address 1665 Brandywine Drive
Charlottesville, VA, 22901

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

No

How frequently do you use the Dairy Road bridge?

Daily

What is your opinion regarding the proposed project?

Strongly Support

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

I did not attend the meeting

You may elaborate on the previous question answer in this space:

Was out of state...is there a YouTube or equal video of the meeting?

Please use the following space for documenting other comments:

See above.

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Andrew Pennock
Email andrew.pennock@gmail.com
Address 1721 Concord Dr
Charlottesville, VIRGINIA, 22901-3118

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

Yes

How frequently do you use the Dairy Road bridge?

Daily

What is your opinion regarding the proposed project?

Strongly Support

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

I did not attend the meeting

Please use the following space for documenting other comments:

This plan is a reasonable response to a series of difficult tradeoffs. Thank you to everyone involved for navigating such a difficult situation both from an engineering and an neighborhood relationship perspective.

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Susannah Wood
Email susannahgwood@gmail.com
Address 1279 KENWOOD LN
CHARLOTTESVILLE, VA, 22901

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

Yes

How frequently do you use the Dairy Road bridge?

Daily

What is your opinion regarding the proposed project?

While feeling gratitude that I live in a city that assesses the safety of its bridges and replaces them as necessary, I don't feel quite settled that the current proposed plan makes the sense that it could.

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

I did not attend the meeting

You may elaborate on the previous question answer in this space:

I read all material on the project's website, and have kept informed through neighborhood communication.

Please use the following space for documenting other comments:

I'm concerned by the pattern I see in this project. In 2017, the City put in a new pedestrian bridge alongside the Dairy Road bridge. Wonderful! And yet the existence of that bridge is now given as a reason that bridge construction cannot be staged in a way to reduce the length of time that the bridge will be fully closed. The intersection under the bridge – where Meadowbrook Heights dumps onto the bypass – is a disaster. Does a more comprehensive plan address its improvement? I understand that the bridge is broken; it needs to be fixed. That intersection is also dreadfully broken. Might there be a way to work in concert to improve that area in entirety? Without having to return in a few years' time to create a plan that will then be stifled in unforeseen ways by the new bridge, and neighbors utterly tired of perpetual construction and detours? Basically, it feels to me that projects are occurring inside a vacuum. Without relation to one another. Is there a way to more congruently integrate the various parts into a cohesive whole?

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Tina Strealy-Colom
Email ronceverte_63@yahoo.com
Address 1402 Holly Rd
Charlottesville, VA, 22901

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

Yes

How frequently do you use the Dairy Road bridge?

1-2 times/week

What is your opinion regarding the proposed project?

Support

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

I did not attend the meeting

Please use the following space for documenting other comments:

I agree with fully replacing the bridge due to its age and condition and mostly agree with the detour plans described, however, I do have a question about access to westbound 250 from north of the bypass. Currently, when accessing the westbound 250 bypass from Meadowbrook Heights, it can be very difficult to do this in the morning and evening when traffic is heaviest. This causes the traffic to back up at the 4-way Stop intersection of Meadowbrook Heights and Grove. I believe this is because there are very few impediments to the 250 westbound traffic coming from the downtown area so the traffic flow is almost constant making it very difficult for cars to enter the bypass from Meadowbrook Heights. Is there something that can be done to create more breaks in the traffic flow from the downtown direction going westbound on 250 so that people needing to enter the westbound 250 bypass can do so more easily and without a lot of wait time? I think this is less an issue going eastbound because the Dairy Rd/Gentry ramp allows cars from the neighborhood to merge, but it's possible it could also be an issue if use of this ramp increases significantly during detour use especially during the busiest times of the day which could make traffic backup on the ramp a possibility.

Another question, does the city have any plans to increase traffic monitoring or increase police presence on streets being used as alternative routes including other roads within the affected neighborhoods (such as Brandywine Dr) to mitigate speeding issues and to gauge how traffic is being impacted in the neighborhoods?

thank you

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Pete Marshall
Email pete@mandomafia.com
Address 1422 Gentry Lane
Charlottesville, VA, 22903

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

Yes

How frequently do you use the Dairy Road bridge?

Daily

What is your opinion regarding the proposed project?

Support

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

Yes

Please use the following space for documenting other comments:

1. I concur with the comment made by Rus Perry at the meeting, that the new bridge will be the western gateway to the city and so should not be 'just' utilitarian, some thought should be given to aesthetics...I'd prefer not to have an eyesore there.
2. I agree with the commenter who suggested allowing left hand turns off the bypass onto Rugby Road, at least for the duration of the construction.
3. It was stated that the new bridge would not use piers at either edge of the bypass. If so, surely there is no need to remove the foundations of the existing piers below the grade. That could save some money that could potentially then go to improved aesthetics of the new bridge.

Thanks.

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Susan Shane
Email sejshane@gmail.com
Address 1719 Yorktown Dr
Charlottesville, VA, 22901-3035

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

No

How frequently do you use the Dairy Road bridge?

1-2 times/week

What is your opinion regarding the proposed project?

Strongly Oppose

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

I did not attend the meeting

You may elaborate on the previous question answer in this space:

I read the notes and read all the neighborhood emails about it

Please use the following space for documenting other comments:

14+ months is extremely long for the bridge to be out, especially since the high school has a lot of traffic which will be disrupted and will make a mess in the neighborhood. Not to mention the bridge connects the neighborhood to the city. And the traffic added to the roundabout to be used as a u-turn which is already crowded and not well-designed will be problematic. And JW Parkway is already overloaded. At least let us turn up Rugby. The city has had to buy out multiple high-ranking officials. It's raised our property and personal property taxes, re-zoned our neighborhoods against our desires. Why can't it spring to help pay to keep the bridge open? Charlottesville has changed. It is disappointing. For the high taxes on raised assessments, it would be nice to spend money to be kind to residents.

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Jeff Shane
Email jresvet@gmail.com
Address 1719 Yorktown Drive
Charlottesville, VA, 22901

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

Yes

How frequently do you use the Dairy Road bridge?

Daily

What is your opinion regarding the proposed project?

Strongly Oppose

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

I did not attend the meeting

You may elaborate on the previous question answer in this space: Unable to make meeting but read notes

Please use the following space for documenting other comments:

It seems to me that you could build another bridge next to the old one if you took down the pedestrian bridge next to it without severely impacting private land or structural integrity. This would not impact as many people as closing the whole bridge for a year. Also, most of these excuses for not doing the alternative seem to come down to money. The city clearly does not see the huge negative impact this will have on the lives of so many in the area of CHS. This bridge closed for a full year will cause chaos every school day. I am sure if this were closer to UVA, (where all the money comes from), this would be a much quicker project. A whole year for this small bridge is insane.

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Anne Pfister
Email pfister.anne@gmail.com
Address 1701 kenwood lane
Charlottesville, VA, 22901

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

Yes

How frequently do you use the Dairy Road bridge?

1-2 times/week

What is your opinion regarding the proposed project?

Strongly Oppose

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

I did not attend the meeting

You may elaborate on the previous question answer in this space:

I couldn't attend the meeting but read the notes taken by a neighbor who was there and I also read your website. I understand that the bridge needs to be replaced but I am opposed to the closure project.

Please use the following space for documenting other comments:

I am concerned by the fact that the bridge will be closed for more than a year and its consequent traffic issues. I had hoped that the hydraulic round-about would have alleviated the traffic issues considering how difficult it had become to leave and enter this side of the Greenbrier neighborhood (we live on Kenwood Lane but part of the lot is on Meadowbrook heights). Unfortunately, the Hydraulic/Brandywine construction had not helped as well as the exit from Meadowbrook heights to the 250 (a ramp would have been great there). The constant flow of traffic on the 250 makes it difficult to exit Meadowbrook Heights on the 250, same from Brandywine to Hydraulic, and the parkway is often backup because of the lights. The Greenbrier/Rio Rd exit is still the best option. I hope that the significant increase in taxes the past few years would be reflected into the budget. Adding the bridge closure to this already congested area sounds nightmarish, and I hope the issues we already have are taken into consideration. Thank you very much for reaching out to the neighborhood!

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Olivier Pfister
Email olivier.pfister@gmail.com
Address 1701 Kenwood Ln
Charlottesville, VA, 22901

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

Yes

How frequently do you use the Dairy Road bridge?

Daily

What is your opinion regarding the proposed project?

Oppose

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

I did not attend the meeting

You may elaborate on the previous question answer in this space:

I read the extensive meeting notes from a neighbor who was there and perused the presentation slides and information on <https://www.dairyroadbridge.org/>

Please use the following space for documenting other comments:

No question the bridge needs to be replaced before it collapses! I'm of course in support of that.

However I find the lack of attention to the traffic issues quite disappointing. As of today, left turns from Hydraulic to Brandywine are impossible at busy times of the day. I always continue to the bypass and take the ramp to Dairy Rd and then the bridge to get to our neighborhood. Coming from Brandywine onto Hydraulic is getting congested as well, as the roundabout fluidified traffic some but not that much. This will not get any better when the bridge is closed.

Likewise, getting onto the 250 bypass from Meadowbrook Heights can take a while in the morning. I expect this to become a zoo when the bridge is closed.

The single-lane parkway was obsolete from day one. It's already too busy, it's not going to get better.

My plan is to escape to the North via Rio Road and add 15 minutes to all my travel times.

I strongly suggest using temporary traffic lights between Brandywine and Hydraulic and even between Meadowbrook Heights and the 250 bypass!

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name David Mellor
Email mellor.david@gmail.com
Address 1612 Del Mar Dr
Charlottesville, VA, 22903

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

Yes

How frequently do you use the Dairy Road bridge?

Daily

What is your opinion regarding the proposed project?

Support

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

I did not attend the meeting

Please use the following space for documenting other comments:

Given that this will likely increase traffic on Rugby Ave (<https://maps.app.goo.gl/XjcSbnq4Hj9MVaSa7>) can there please be improvements for pedestrians crossing that street? The only safe crossing area is at Rose Hill thanks to the new stoplight, but that road has lots of traffic that makes crossing difficult for pedestrians or bikes coming to and from the YMCA and McIntire Park area.

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name Russell Perry
Email rusperry54@gmail.com
Address 1626 Saint Annes Road
Charlottesville, VA, 22901

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions? ☒ Yes

How frequently do you use the Dairy Road bridge? ☒ Daily

What is your opinion regarding the proposed project? ☒ Neutral

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions? ☐ No

Please use the following space for documenting other comments:

Given that the budget is fixed and the need is documented, the only issues before the public were the sequence of construction / the maintenance of vehicular access and what the bridge will look like. Unfortunately only the former issue was addressed, and that adequately. The public review is not complete until the consultant / the city present what the bridge will look like for public comment. The traffic inconvenience lasts a year or so. We will be seeing this bridge daily for the next 50 years. Some visitors will see the bridge as they enter the city, becoming part of the way they remember the city.

Given the disdain with which the consultant did not address the issue of aesthetics, one can only conclude that it doesn't matter to them and that the city has not prioritized the appearance of the bridge. I also reject the argument that "adding aesthetics" only adds to the cost and that there is no cost flexibility, therefore no "added aesthetics."

There are a thousand decisions that are being made / have been made regarding the looks of the bridge. The public should participate in these decisions. I look forward to attending that public review.

Dairy Road Bridge Replacement Project

VDOT Project Number: U000-104-365, UPC 118295
Federal Project Number: STP-5104(326)

Comments may be submitted on or before July 25, 2025

Name jim rounsevell
Email j1R@jnrstudio.com
Address 1113 monticello road
cville, va, 22902

Please respond to the following statements by checking the box that best expresses your opinion.

Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

Yes

How frequently do you use the Dairy Road bridge?

rarely

What is your opinion regarding the proposed project?

Strongly Oppose

Do you feel the information provided at the July 15th Public Hearing adequately answered your questions?

No

You may elaborate on the previous question answer in this space:

The hearing was entitled "Design Public Hearing" and yet the consultants failed to present any relevant information about what the bridge looks like.

Please use the following space for documenting other comments:

Once again, the city and its consultant are failing to grasp the importance of a significant piece of infrastructure. It's the Belmont bridge fiasco all over again. Instead of soliciting public input at the inception of the process to identify stakeholders and establish a direction, the city and its consultant are choosing to essentially foist this on the public with little to no input from the community. The attitude of the consultants that this is a done deal with no thought to what this looks like is frankly a bit offensive. This site is a prominent threshold in the city's landscape and warrants much greater care in how a replacement is executed. As a bridge designer, I am appalled to think that the consultants think that "aesthetics" is some sort of sauce to be poured over structural utility. One only need to look at the work of talented firms in London, Brussels, or Berlin to see how to do this properly. It is imperative that design and engineering go hand in hand. City staff and Council owe it to the general public to seriously reconsider this procurement and the potential disastrous results.

Oliver, Jonathan

From: A W <alancw5e@gmail.com>
Sent: Tuesday, July 29, 2025 10:02 PM
To: Behhnam, Najeebullah
Subject: RE: VDOT PROJECT #U000-104-365, UPC 118295
Attachments: Dairy Road Bridges from 250 heading West.JPG

WARNING: This email has originated from **outside of the organization**. Do not click links or open attachments unless you recognize the sender and know the content is safe.



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To: Mr. Najeeb Behhnam, Project Manager, Capital Development Division.

Dear Mr. Behhnam:

- 1) I attended the Public Hearing meeting on July 15, 2025 at Walker School, regarding the planned Dairy Road Bridge Replacement Project. I wanted to submit the following comments.
- 2) I use the Dairy Road Bridge 1-2 times/week.
- 3) I am grateful that the bridge in poor condition can be replaced.
- 4) The public hearing did **not** address what the proposed bridge would look like. It was **not** provided as part of the slideshow and should have been. Only a 2D technical line drawing was available to view after the presentation. For such a visible and major project, a rendering of the bridge in context should have been mandatory for a public hearing.

My requests and recommendations are as follows--please review and forward to the Kimley-Horn representatives who gave the presentation at the public hearing.

- A realistic rendering of the bridge in its context should be made available for public review as soon as possible, before further documentation work is done by Kimley-Horn.
- The replacement bridge design should align with the existing pedestrian bridge and complement it--not just by matching colors. The Kimley-Horn engineer was not correct in saying that the pedestrian bridge would obscure the view of the new replacement bridge. Refer to the attached photo to see that the vehicular bridge CAN be seen beyond the pedestrian bridge and that the two present an uncoordinated appearance. *The replacement bridge design has the opportunity to coordinate the two bridges--without unduly adding to the scope of the project.*
 - align the structure of the new bridge with the slight camber/curvature of the existing bridge **bottom** chord. This will make them a unified and coordinated pair, in profile. This might even address the concern another Public Hearing attendee had about having one bridge for

both vehicles and pedestrians. Two coordinated bridges might provide an even better effect, if they can mirror each other where possible.

- match the guardrail components used by the existing pedestrian bridge. While the replacement bridge will not have a truss, the guardrail that must be on the replacement bridge, as noted by Kimley-Horn.
- allow for future signage to be attached to the side of the bridge.
- allow for future well-designed linear LED indirect lighting to be applied at guardrail height, shining downwards. This would have 2 effects: safety and allowing the bridge to take on the role of a gateway to Charlottesville. With wider shoulders, lighting both sides may be more important, as pedestrians or bikes may attempt to use the shoulder.

Thank you for your efforts so far. Please do review this letter and forward it to the Kimley-Horn presenters at the Public Hearing meeting, as well as any other key stakeholders.

Many thanks,

Alan Wong
1442 Grove Road

Oliver, Jonathan

From: >NoReply <email@dairyroadbridge.org>
Sent: Friday, July 18, 2025 1:52 PM
To: Oliver, Jonathan; Davis, Danny
Subject: New message from "Dairy Road Bridge Replacement"

Categories: External

Name: Linda Hanson

Email: singingout@centurylink.net

Message: I am intrigued by the suggestion of others that the pedestrian bridge currently in place could be moved to address the McIntyre Park problem and that the new bridge could include pedestrian and bicycle lanes.

I'm also intrigued by the suggestion that the bridge could be more beautiful than the design presented to us. I would be in favor of using taxpayer funds to enhance the design of the bridge. This is a very lively city. Creativity is a hallmark. The city has a commitment to making public space is beautiful. Much of Charlottesville is a very beautiful city. I wish this bridge were., too.

Date: July 18, 2025

Time: 5:51 pm

Page URL: <https://www.dairyroadbridge.org/contact/>

User Agent: Mozilla/5.0 (iPhone; CPU iPhone OS 18_5 like Mac OS X) AppleWebKit/605.1.15 (KHTML, like Gecko) Version/18.5 Mobile/15E148 Safari/604.1 Ddg/18.5

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Transcript of Public Hearing

Date: July 15, 2025

Case: Dairy Road Project, In Re:

Planet Depos

Phone: 888.433.3767 | **Email:** transcripts@planetdepos.com

www.planetdepos.com

Michigan #8598 | Nevada #089F | New Mexico #566

1 -----x
2 PUBLIC HEARING :
3 IN RE: Dairy Road Bridge Replacement :
4 Project :
5 City of Charlottesville :
6 -----x

7
8 PUBLIC HEARING: DAIRY ROAD BRIDGE
9 REPLACEMENT PROJECT
10 Charlottesville, Virginia
11 Tuesday, July 15, 2025
12 7:17 p.m.
13
14
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18
19

20 Job No.: 590260
21 Pages: 1 - 6
22 Recorded By: Kai Gibson

1 PUBLIC HEARING, held at the location of:

2

3

4 WALKER UPPER ELEMENTARY SCHOOL

5 1564 Dairy Road

6 Charlottesville, VA 22903

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9 Pursuant to agreement, before Kai Gibson, Notary
10 Public in and for the Commonwealth of Virginia.

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C O N T E N T S

PUBLIC COMMENTS

PAGE

By Ms. Hanson

5

E X H I B I T S

(None marked)

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P R O C E E D I N G S

(Whereupon, the court reporter was duly sworn.

MS. HANSON: I will be coming from Brandywine to turn onto Hydraulic Road, and with the increase in traffic, an experience that's already tricky will be more complicated. I'm concerned about managing that. I would encourage the city to look for funding to make it a -- a more beautiful bridge.

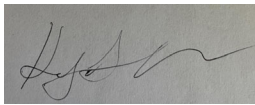
(Off the record at 7:17 p.m.)

CERTIFICATE OF COURT REPORTER - NOTARY PUBLIC

I, Kai Gibson, the officer
before whom the foregoing proceedings were
taken, do hereby certify that any witness(es) in
the foregoing proceedings were fully sworn;
that the proceedings were recorded by me and
thereafter reduced to typewriting by a
qualified transcriptionist; that said digital
audio recording of said proceedings are a
true and accurate record to the best of my
knowledge, skills, and ability; and that I am
neither counsel for, related to, nor employed
by any of the parties to this case and have no
interest, financial or otherwise, in its outcome.

Notary Registration No.: 7999733

My Commission Expires: 06/30/2026



KAI GIBSON, NOTARY PUBLIC,

FOR THE COMMONWEALTH OF VIRGINIA

July 24, 2025

CERTIFICATE OF TRANSCRIBER

I, Grace Markarian, do hereby certify
that this transcript was prepared from the digital
audio recording of the foregoing proceeding; that
said proceedings were reduced to typewriting under
my supervision; that said transcript is a true and
accurate record of the proceedings to the best of
my knowledge, skills, and ability; and that I am
neither counsel for, related to, nor employed by
any of the parties to the case and have no
interest, financial or otherwise, in its outcome.

GRACE MARKARIAN

GRACE MARKARIAN
PLANET DEPOS, LLC
July 24, 2025

Transcript of Public Hearing
Conducted on July 15, 2025

7

<p>A</p> <p>ability 5:11, 6:8</p> <p>about 4:8</p> <p>accurate 5:10, 6:7</p> <p>agreement 2:9</p> <p>already 4:7</p> <p>any 5:4, 5:13, 6:10</p> <p>audio 5:9, 6:4</p>	<p>complicated 4:7</p> <p>concerned 4:8</p> <p>counsel 5:12, 6:9</p> <p>court 4:2, 5:1</p>	<p>hearing 1:2, 1:8, 2:1</p> <p>held 2:1</p> <p>hereby 5:4, 6:2</p> <p>hydraulic 4:5</p>	<p>N</p> <p>neither 5:12, 6:9</p> <p>none 3:6</p> <p>notary 2:9, 5:1, 5:16, 5:20</p>
<p>B</p> <p>beautiful 4:10</p> <p>before 2:9, 5:3</p> <p>best 5:10, 6:7</p> <p>brandywine 4:5</p> <p>bridge 1:3, 1:8, 4:10</p>	<p>D</p> <p>dairy 1:3, 1:8, 2:5</p> <p>depos 6:16</p> <p>digital 5:8, 6:3</p> <p>duly 4:2</p>	<p>I</p> <p>increase 4:6</p> <p>interest 5:14, 6:11</p>	<p>O</p> <p>officer 5:2</p> <p>otherwise 5:14, 6:11</p> <p>outcome 5:14, 6:11</p>
<p>C</p> <p>case 5:13, 6:10</p> <p>certificate 5:1, 6:1</p> <p>certify 5:4, 6:2</p> <p>charlottesville 1:5, 1:10, 2:6</p> <p>city 1:5, 4:9</p> <p>coming 4:4</p> <p>comments 3:2</p> <p>commission 5:17</p> <p>commonwealth 2:10, 5:21</p>	<p>E</p> <p>elementary 2:4</p> <p>employed 5:12, 6:9</p> <p>encourage 4:8</p> <p>experience 4:6</p> <p>expires 5:17</p>	<p>J</p> <p>job 1:20</p> <p>july 1:11, 5:22, 6:17</p>	<p>P</p> <p>page 3:2</p> <p>pages 1:21</p> <p>parties 5:13, 6:10</p> <p>planet 6:16</p> <p>prepared 6:3</p> <p>proceeding 6:4</p> <p>proceedings 5:3, 5:5, 5:6, 5:9, 6:5, 6:7</p> <p>project 1:4, 1:9</p> <p>public 1:2, 1:8, 2:1, 2:10, 3:2, 5:1, 5:20</p> <p>pursuant 2:9</p>
	<p>F</p> <p>financial 5:14, 6:11</p> <p>foregoing 5:3, 5:5, 6:4</p> <p>fully 5:5</p> <p>funding 4:9</p>	<p>K</p> <p>kai 1:22, 2:9, 5:2, 5:20</p> <p>knowledge 5:11, 6:8</p>	
	<p>G</p> <p>gibson 1:22, 2:9, 5:2, 5:20</p> <p>grace 6:2, 6:15</p>	<p>L</p> <p>llc 6:16</p> <p>location 2:1</p> <p>look 4:9</p>	
	<p>H</p> <p>hanson 3:3, 4:4</p>	<p>M</p> <p>make 4:9</p> <p>managing 4:8</p> <p>markarian 6:2, 6:15</p> <p>marked 3:6</p> <p>more 4:7, 4:10</p>	
			<p>Q</p> <p>qualified 5:8</p>
			<p>R</p> <p>record 4:11, 5:10, 6:7</p>

Transcript of Public Hearing
Conducted on July 15, 2025

8

recorded 1:22, 5:6 recording 5:9, 6:4 reduced 5:7, 6:5 registration 5:16 related 5:12, 6:9 replacement 1:3, 1:9 reporter 4:2, 5:1 road 1:3, 1:8, 2:5, 4:5 <hr/> S <hr/> said 5:8, 5:9, 6:5, 6:6 school 2:4 signature-bi6ds 5:18 signature-sc3 6:12 skills 5:11, 6:8 supervision 6:6 sworn 4:3, 5:5 <hr/> T <hr/> taken 5:4 thereafter 5:7 traffic 4:6 transcriber 6:1 transcript 6:3, 6:6 transcriptionist 5:8	tricky 4:7 true 5:10, 6:6 tuesday 1:11 turn 4:5 typewriting 5:7, 6:5 <hr/> U <hr/> under 6:5 upper 2:4 <hr/> V <hr/> va 2:6 virginia 1:10, 2:10, 5:21 <hr/> W <hr/> walker 2:4 whereupon 4:2 witness(es 5:4 <hr/> 0 <hr/> 06 5:17 <hr/> 1 <hr/> 15 1:11 1564 2:5 17 1:12, 4:11 <hr/> 2 <hr/> 2025 1:11, 5:22, 6:17	2026 5:17 22903 2:6 24 5:22, 6:17 <hr/> 3 <hr/> 30 5:17 <hr/> 5 <hr/> 590260 1:20 <hr/> 7 <hr/> 7 1:12, 4:11 7999733 5:16 <hr/> 9 <hr/> 92 6:12	
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ATTACHMENT E

ADVERTISEMENT

DESIGN PUBLIC HEARING

Dairy Road Bridge Replacement
State Project: U000-104-365, UPC 113835
Federal Project: STP-5104(326)

Tuesday, July 15, 2025

Open House: 6:00 PM to 8:00 PM
Walker Upper Elementary School –
1564 Dairy Rd., Charlottesville, VA 22903

The City of Charlottesville will hold a Public Hearing for the Dairy Road Bridge Replacement Project. Come see plans for the replacement of the Dairy Road Bridge Project. This project will replace the aging and load restricted Dairy Road bridge over the US Route 250 bypass. The City of Charlottesville has secured funding through VDOT's State of Good Repair program to complete the bridge replacement. Dairy Road over Route 250 bypass will be closed during construction beginning in late 2026 for approximately one year to complete the construction.

Review the proposed project plans depicting the major design features and the National

Environmental Policy Act (NEPA) documentation at the Informal Plan Review. The environmental document will be available for review and comment for 30 days beginning July 1, 2025.

Project materials may be viewed at City of Charlottesville Public Works, Capital Development Division, 305 4th Street NW, Charlottesville, VA 22903 beginning July 1, 2025 and will be available at the public hearing.

Give your written or oral comments at the hearing or submit written comments post-marked by July 25, 2025 to Najeeb Behnam, City of Charlottesville Public Works, Capital Development Division, 305 4th Street NW, Charlottesville, VA 22903 or behnamn@charlottesville.gov.

The City of Charlottesville ensures non-discrimination and equal employment in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964. No person shall be excluded from participation in or be denied the benefits of, or be subjected to, discrimination under any program or activity receiving Federal financial assistance.

If you feel you have been denied participation in, or denied benefits of, or been subjected to discrimination, in regard to this project or otherwise discriminated against because of your race, color, national origin, gender, age or disability, you may contact the City of Charlottesville, Clerk of Council at (434) 970-3113.

Questions regarding this project should be directed to Najeeb Behnam at 434-459-9763 or behnamn@charlottesville.gov. Any persons with questions on the accessibility of the facility or need for reasonable accommodations should contact Najeeb Behnam.

PUBLIC NOTICE

DESIGN PUBLIC HEARING: Dairy Road Bridge Replacement

State Project: U000-104-365, UPC 118295
Federal Project: STP-5104(326)

Tuesday, July 15, 2025

Open House: 6:00 PM to 8:00 PM

Walker Upper Elementary School – 1564 Dairy Rd., Charlottesville, VA
22903

The City of Charlottesville will hold a Public Hearing for the Dairy Road Bridge Replacement Project. Come see plans for the replacement of the Dairy Road Bridge Project. This project will replace the aging and load restricted Dairy Road bridge over the US Route 250 bypass. The City of Charlottesville has secured funding through VDOT's State of Good Repair program to complete the bridge replacement. Dairy Road over Route 250 bypass will be closed during construction beginning in late 2026 for approximately one year to complete the construction..

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PUBLIC NOTICE

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ATTACHMENT F

DESIGN PUBLIC HEARING PLANS

THIS PROJECT WAS DEVELOPED UTILIZING THE DEPARTMENT'S ENGINEERING DESIGN PACKAGE (OpenRoads Designer), COMPUTER IDENTIFICATION NO 118295.

WILLINGNESS PLANS

THESE PLANS ARE UNFINISHED
AND UNAPPROVED AND ARE NOT
TO BE USED FOR ANY TYPE
OF CONSTRUCTION OR THE
ACQUISITION OF RIGHT OF WAY.

ADDITIONAL EASEMENTS FOR UTILITY
RELOCATIONS MAY BE REQUIRED
BEYOND THE PROPOSED RIGHT-OF-WAY
SHOWN ON THESE PLANS.

CITY OF CHARLOTTESVILLE
DEPARTMENT OF PUBLIC WORKS

PLAN AND PROFILE OF PROPOSED STATE HIGHWAY

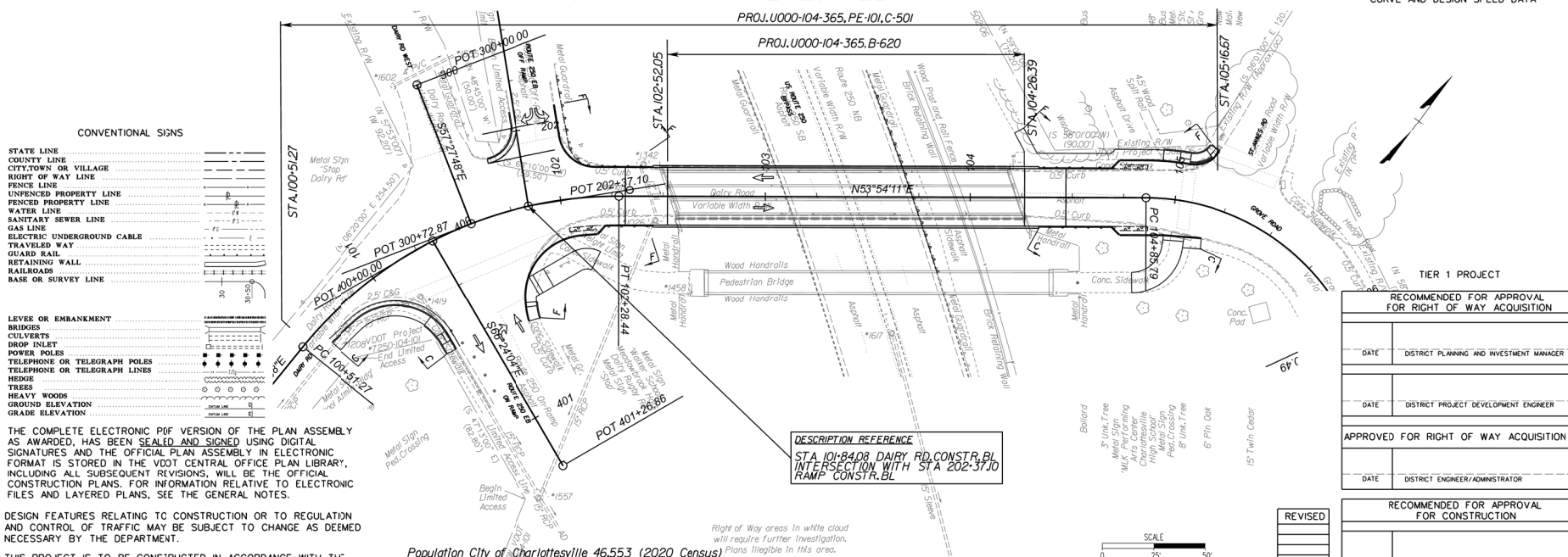
CITY OF CHARLOTTESVILLE
DAIRY ROAD BRIDGE
FROM: 0.03 MI. S. OF ROUTE 250 EB OFF RAMP
TO: 0.06 MI. N. OF ROUTE 250 FB OFF RAMP

STATE	FEDERAL AID	STATE		SHEET NO.
	PROJECT	ROUTE	PROJECT	
VA.	STP-5104(326)	N/A	U000-104-365 SEE TABULATION BELOW FOR SECTION NUMBERS	1

FUNCTIONAL CLASSIFICATION AND TRAFFIC DATA

	DAIRY ROAD MAJOR COLLECTOR (GS-7)	US 250-EB OFF-RAMP	US 250-BYPASS OTHER FREEWAYS AND EXPRESSWAYS (GS-5)
	Fr: Gentry Lane To: Grove Road	Fr: US 250 EB To: Dairy Road	Fr: Hydraulic Road To: Rugby Ave
ADT (2023)	1,500	2,000	41,000
ADT (2047)	1,680	2,240	45,960
DHV	110	280	2,000
D (Z) (design hour)	62.3	100	51.6
T (Z) (design hour)	1	1	2
V (MPH)	25 MPH	25 MPH	45 MPH
TERRAIN	ROLLING	ROLLING	ROLLING
DIVIDED/UNDIVIDED	UNDIVIDED	UNDIVIDED	DIVIDED

*SEE PLAN AND PROFILE SHEETS FOR HORIZONTAL
CURVE AND DESIGN SPEED DATA



THE COMPLETE ELECTRONIC PDF VERSION OF THE PLAN ASSEMBLY AS AWARDED, HAS BEEN SEALED AND SIGNED USING DIGITAL SIGNATURES AND THE OFFICIAL PLAN ASSEMBLY IN ELECTRONIC FORMAT IS STORED IN THE VDOT CENTRAL OFFICE PLAN LIBRARY, INCLUDING ALL SUBSEQUENT REVISIONS, WILL BE THE OFFICIAL CONSTRUCTION PLANS. FOR INFORMATION RELATIVE TO ELECTRONIC FILES AND LAYERED PLANS, SEE THE GENERAL NOTES.

DESIGN FEATURES RELATING TO CONSTRUCTION OR TO REGULATION
AND CONTROL OF TRAFFIC MAY BE SUBJECT TO CHANGE AS DEEMED
NECESSARY BY THE DEPARTMENT.

THIS PROJECT IS TO BE CONSTRUCTED IN ACCORDANCE WITH THE DEPARTMENT'S 2020 ROAD AND BRIDGE SPECIFICATIONS, 2016 ROAD AND BRIDGE STANDARDS, 2009 MUTCD, 2011 VIRGINIA SUPPLEMENT TO THE MUTCD, 2011 VIRGINIA WORK AREA PROTECTION MANUAL REV. 2.1 AND AS AMENDED BY CONTRACT PROVISIONS AND THE COMPLETE ELECTRONIC PDF VERSION OF THE PLAN ASSEMBLY.

ALL CURVES ARE TO BE SUPERELEVATED, TRANSITIONED AND WIDENED IN ACCORDANCE WITH STANDARD TC-5.11ULS OR TC-5.11W, EXCEPT WHERE OTHERWISE NOTED.

THE ORIGINAL, APPROVED TITLE SHEET(S), INCLUDING ORIGINAL SIGNATURES, ARE FILED IN THE VDOT CENTRAL OFFICE PLAN LIBRARY. ANY MISUSE OF ELECTRONIC FILES, INCLUDING SCANNED SIGNATURES, IS ILLEGAL AND ENFORCED TO THE FULL EXTENT OF THE LAW.

DESCRIPTION	REFERENCE
-------------	-----------

STA 101+84.08 DAIRY RD.CONSTR.E
INTERSECTION WITH STA 202+37.
RAMP CONSTR.BL

Right of Way areas in white cloud will require further investigation.

Population City of Charlottesville 46,553 (2020 Census)

[illegible]

Project Lengths are based on Dairy Road Construction Baseline.

Copyright 2025, City of Charlottesville

PROJECT	SHEET NO.
U000-104-365	1

PROJECT MANAGER: NAJEEBULLAH BEHNIAW (434-493-9161) (CITY OF CHARLOTTESVILLE)
SURVEYED BY: DATE: 1998 Survey and Mapping Inc. 11/11/2024
DESIGN BY: KIMMELHORN & ASSOCIATES, INC.
SUBSURFACE UTILITY BY: DATE: INFRAMAP CORP. 10/30/2024

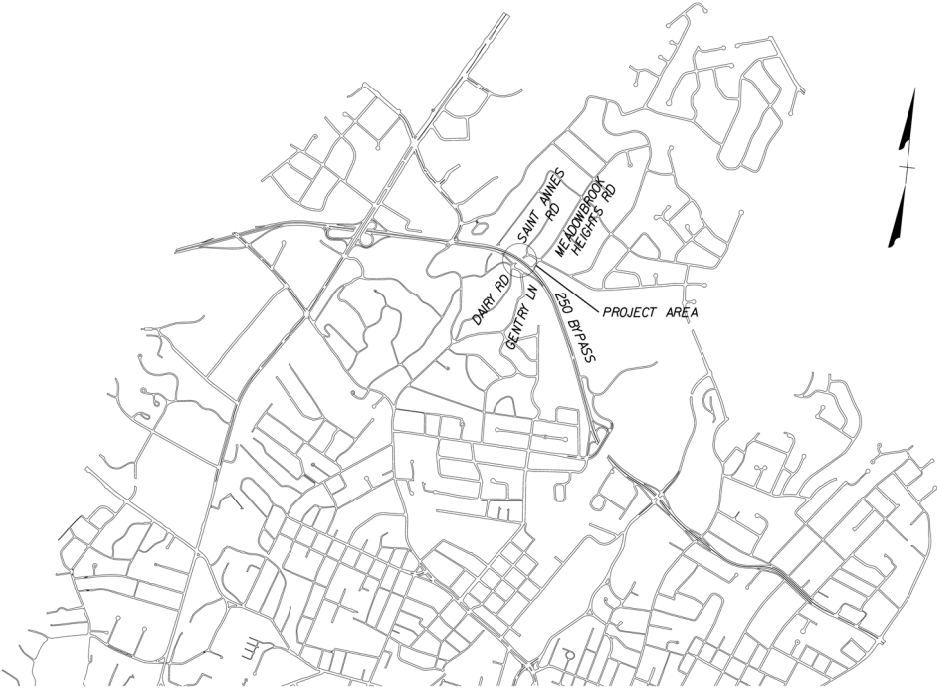
INDEX OF SHEETS

REVISED	STATE	ROUTE	STATE PROJECT	SHEET NO
	VA.	N/A	U000-104-365 C-501	1A

DESIGN FEATURES RELATING TO CONSTRUCTION
OR TO REGULATION AND CONTROL OF TRAFFIC
MAY BE SUBJECT TO CHANGE AS DEEMED
NECESSARY BY THE DEPARTMENT

SHEET NO	DESCRIPTION	STATIONS
1	TITLE SHEET	
1A	INDEX OF SHEETS/LOCATION MAP	
*1B	RIGHT OF WAY DATA SHEET	
*1C	REVISION DATA SHEET	
1D	SURVEY ALIGNMENT DATA SHEET	
1E	CONSTRUCTION ALIGNMENT DATA SHEET	
*1F	UNDERGROUND UTILITY TEST HOLE INFORMATION	
1G	TRAFFIC MAINTENANCE PLAN & SEQUENCE OF CONSTRUCTION	
1H(1) thru 1H(3)	DETOUR PLAN	
*2	GENERAL NOTES	
2A	TYPICAL SECTIONS	
3	PLAN DAIRY ROAD	100+51.27 to 105+00.00
3A	PROFILE DAIRY ROAD	100+51.27 to 105+00.00
3A2	SIDE STREET PROFILES	
3B	PHASED EROSION AND SEDIMENT CONTROL DAIRY ROAD	100+51.27 to 105+00.00
*3RW	RIGHT OF WAY PLAN SHEET DAIRY ROAD	100+51.27 to 105+00.00
*4(1) THRU 4(X)	DRAINAGE DESCRIPTIONS AND STORM PROFILES	
*5(1) THRU 5(3)	SIGNING AND PAVEMENT MARKING PLANS	

* INDICATES SHEET IS NOT INCLUDED IN THIS SUBMITTAL



PH PLANS

THESE PLANS ARE UNFINISHED
AND UNAPPROVED AND ARE NOT
TO BE USED FOR ANY TYPE
OF CONSTRUCTION OR THE
ACQUISITION OF RIGHT OF WAY.

ADDITIONAL EASEMENTS FOR UTILITY
RELOCATIONS MAY BE REQUIRED
BEYOND THE PROPOSED RIGHT OF WAY
SHOWN ON THESE PLANS.

TOTAL CROSS SECTION SHEETS 3. (SEE CROSS SECTION SHEET NUMBER 1 FOR INDEX OF SHEETS)

SCALE	PROJECT	SHEET NO
0 25' 50'	U000-104-365	1A

PROJECT MANAGER: NAJEE BULLAH, BEHNAM (434-459-9161) (CITY OF CHARLOTTEVILLE)
SURVEYED BY: DATE 1961, Survey and Mapping, LLC 11/20/2024
DESIGN BY: KIM HORN & Associates, Inc.
SUBSURFACE UTILITY BY: DATE INFRAMAP CORP 10/30/2024

SURVEY ALIGNMENT DATA SHEET

EXISTING STORM DATA

- *1026
Drop inlet
Rim +510.18'
Inv. In +507.12' (12" DI From *1342)
Inv. Od +505.62' (15' RCP To *1557)
- *1208
Drop inlet
Rim +519.99'
Inv. In +516.46' (15' RCP From *1574)
Inv. Od +516.32' (15' RCP To *1419)
- *1342
Drop inlet
Rim +510.02'
Inv. Od +510.02' (Full of Debris)
- *1419
Storm Manhole
Rim +516.52'
Inv. In +512.97' (15' RCP From *1208)
Inv. Od +516.7' (15' RCP To *1557)
- *1458
Outlet Pipe
Inv. Od +508.59' (4" PVC From Metal Gate)
- *1557
Drop inlet
Rim +510.99'
Inv. In +505.07' (15' RCP From *1419)
Inv. In +504.71' (15' RCP From *1026)
Inv. Od +504.69' (15' RCP To AD)
- *1574
Storm Manhole
Rim +526.27'
Inv. In +520.90' (15' RCP From AD)
Inv. Od +520.11' (15' RCP To *1208)
- *1602
Drop inlet
Rim +515.08'
Inv. Od +513.42' (4" PVC To *1555)
- *1617
Drop inlet
Rim +485.99'
Inv. Od +482.12' (15' Sleeve To *1618)
- *1618
Drop inlet
Rim +482.48'
Inv. In +477.61' (15' Sleeve From *1617)
Inv. In +477.80' (15' Sleeve From AD)
Inv. In +477.75' (18" RCP From AD)
Inv. Od +477.59' (18" Sleeve To AD)

THIS SURVEY WAS UPDATED UNDER THE DIRECT RESPONSIBLE CHARGE OF, LESLIE R. BYRNESIDE, L.S., FROM AN ACTUAL GROUND SURVEY MADE UNDER HIS SUPERVISION THAT THE ADDITIONAL DATA WAS OBTAINED SEPTEMBER 2024 THROUGH OCTOBER 2024, AND THAT THIS PLAT, MAP OR DIGITAL GEOSPATIAL DATA INCLUDING METADATA MEETS MINIMUM ACCURACY STANDARDS UNLESS OTHERWISE NOTED.

THIS ROUTE SURVEY TO THE BEST OF MY KNOWLEDGE AND BELIEF IS CORRECT AND COMPLIES WITH THE STANDARDS AND PROCEDURES AS ESTABLISHED BY THE VIRGINIA DEPARTMENT OF TRANSPORTATION LOCATION AND DESIGN DIVISION SURVEY MANUAL 2021.

PROPERTY INFORMATION IS BASED ON DEEDS, PLATS OF RECORD, HIGHWAY PLANS AND PHYSICAL EVIDENCE FOUND IN THE FIELD AND WAS PLACED IN THE DRAWING.

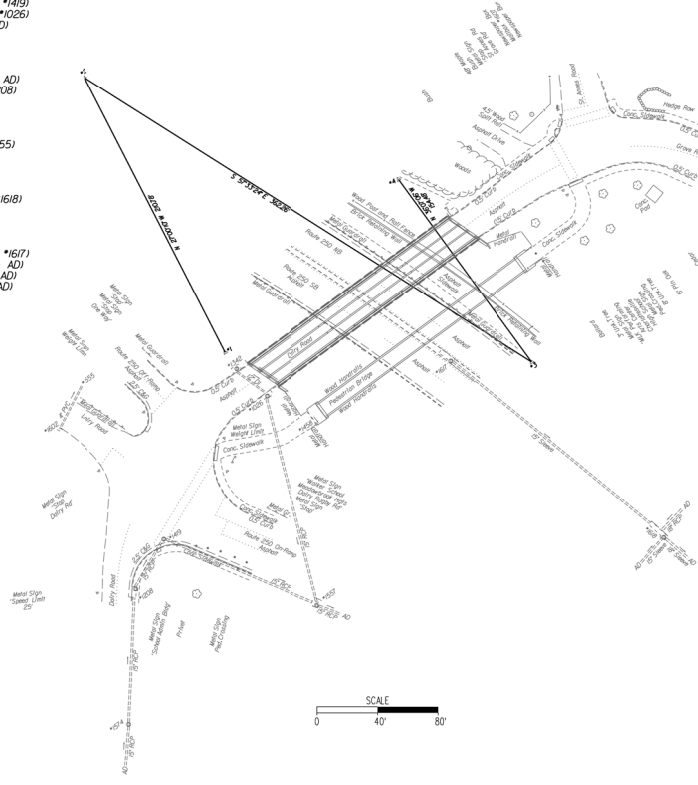
THE INFORMATION SHOWN IN THIS DRAWING WAS COMPILED FROM EXISTING LAND RECORDS AND DOES NOT REPRESENT A BOUNDARY SURVEY. BEARINGS AND DISTANCES IN PARENTHESES ARE FROM RECORDED PLATS OR DEED DATA.

NO TITLE REPORT FURNISHED WHICH MAY REVEAL OR DISCOVER EASEMENTS NOT SHOWN HEREON.

NO CEMETERY SITES WERE OBSERVED WITHIN THE SURVEY LIMITS. THIS DOES NOT PRECLUDE THEIR EXISTENCE.

INFRAMAP IS RESPONSIBLE FOR THE LOCATION OF ALL THE UTILITIES TO INCLUDE SANITARY SEWER.

Survey Control - VDOT State Plane Coordinates				
NAD 83/NAVD 88 - VA South Zone - US Survey Feet				
Point	Northing	Eastng	Elevation	Description
1	3907932.750	11487338.660	508.355	CS-R-C
2	3908120.550	11487242.960	485.984	CS-R-C
3	3907926.210	11487548.680	486.297	CS-R-C
4	3908051.000	11487457.620	508.070	CS-R-C



PLANIMETRIC LEGEND

- Advertising Sign
- Bore Hole
- Bench Mark
- Ballard Post
- PHOTO CP
- Photo Control Point
- Control Station
- Drainage Flow Arrow (Storm Drainage)
- Filter Cap (Gas Stations)
- Flow Arrow (Streams & Rivers)
- Flag Pole
- Secondary Control Point
- Filter Pipe (Gas Stations)
- Gas Tank Access Manhole (Gas Stations)
- Gravelite Marker
- Guard Post
- Gas Vent Pipe (Gas Stations)
- Mail Box
- Mine Entrance
- Node Point
- Property Line Symbol
- Found Monumentation
- Property Monument
- Metal or Wooden Post
- Monitoring Well
- Road Arrow
- Reference
- Right of Way Monument
- VDOT Commission Monument
- Iron Right of Way Pin
- Railroad Mile Marker
- Railroad Right of Way Monument
- Railroad Signal Pole or Gate
- Railroad Telegraph Pole
- Railroad Telephone Pole
- Railroad Switch
- Shrub
- Storm Sewer Manhole
- Photogrammetric Target
- Tree
- Traffic Left Turn Arrow
- Traffic Left-Right Arrow
- Traffic Left-Thru Arrow
- Traffic Left-Thru-Right Arrow
- Traffic Right Turn Arrow
- Traffic Thru Arrow
- Traffic Thru-Right Arrow
- Traffic Springbook Marker
- Wetland Flag Automatic
- Wetland Flag Manual
- Bridge Elevation
- Plan Elevation
- Water Elevation
- Elevation Tick Mark
- Connected Plot Symbol
- Brush Line
- Pipe Culverts
- City Line
- County Line
- Curb Only
- Curb and Gutter
- Fence Line
- Guardrail
- Hedge Row
- Jersey Barrier
- Obscure Areas
- Paved Ditches
- Railroad
- Right of Way
- State Line
- Edges of Water
- Sidewalks
- Wetlands
- Woods
- * Designate size of culverts (Variable from 12" to 120")

PH PLANS

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ADDITIONAL EASEMENTS FOR UTILITY RELOCATIONS MAY BE REQUIRED BEYOND THE PROPOSED RIGHT OF WAY SHOWN ON THESE PLANS.

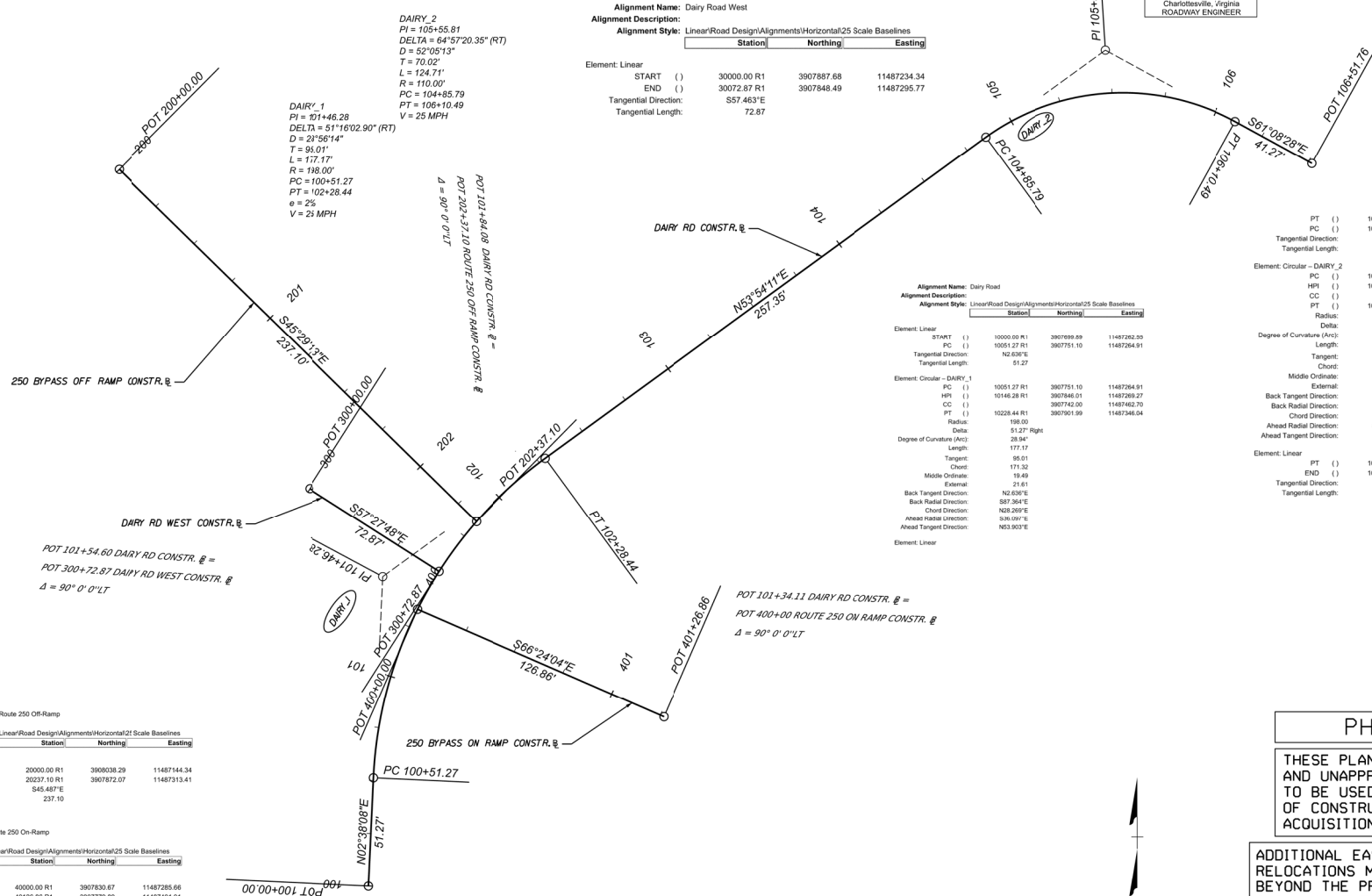
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SURVEYED BY: DATE 1998, SURVEYING AND MAPPING, INC. 11/10/2024
DESIGN BY: KIMLEY-HORN & ASSOCIATES, INC.
SUBSURFACE UTILITY BY: DATE 11/10/2024, CORP. 10/30/2024

REVISED	STATE	ROUTE	PROJECT	SHEET NO
	VA.	N/A	U000-104-365 P-101 C-501	1E

DESIGN FEATURES RELATING TO CONSTRUCTION OR TO REGULATION AND CONTROL OF TRAFFIC MAY BE SUBJECT TO CHANGE AS DEEMED NECESSARY BY THE DEPARTMENT

Kimley-Horn & Associates
Charlottesville, Virginia
ROADWAY ENGINEER

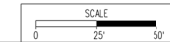
CONSTRUCTION ALIGNMENT DATA SHEET



PH PLANS

THESE PLANS ARE UNFINISHED AND UNAPPROVED AND ARE NOT TO BE USED FOR ANY TYPE OF CONSTRUCTION OR THE ACQUISITION OF RIGHT OF WAY.

ADDITIONAL EASEMENTS FOR UTILITY RELOCATIONS MAY BE REQUIRED BEYOND THE PROPOSED RIGHT OF WAY SHOWN ON THESE PLANS.



PROJECT: U000-104-365
SHEET NO: 1E

PROJECT MANAGER: NAJEE BULLAH, BEHNAM (434-459-9161) (CITY OF CHARLOTTESVILLE)
SURVEYED BY: DATE 1998, SURFING AND MODIFIED: 11/11/2025
DESIGN BY: KIMLEY-HORN & ASSOCIATES, INC.
SUBSURFACE UTILITY BY: DATE 1998, MAP: CORP-1073072024

TRAFFIC MANAGEMENT PLAN (TMP)

REVISED	STATE	ROUTE	STATE PROJECT	SHEET NO.
			PROJECT	
	VA.	N/A	U000-104-365 C-501	IG
DESIGN FEATURES RELATING TO CONSTRUCTION OR TO REGULATION AND CONTROL OF TRAFFIC MAY BE SUBJECT TO CHANGE AS DEEMED NECESSARY BY THE DEPARTMENT				
Kimley-Horn & Associates Charlottesville, Virginia ROADWAY ENGINEER				

INTRODUCTION

THE PROPOSED IMPROVEMENTS TOTAL APPROXIMATELY XXX LINEAR FEET AND INVOLVE THE REPLACEMENT OF THE EXISTING DAIRY ROAD BRIDGE OVER ROUTE 250 BYPASS IN CHARLOTTESVILLE, VIRGINIA. THE PROJECT INCLUDES ANCILLARY ROADWAY IMPROVEMENTS TO BOTH THE NORTHERN AND SOUTHERN APPROACH TO THE BRIDGE.

TEMPORARY TRAFFIC CONTROL PLAN

GENERAL NOTES

- THE PROPOSED IMPROVEMENTS FALL UNDER THE TMP TYPE B PROJECT.
- THE PROJECT LOCATION IS ON DAIRY ROAD AT THE ROUTE 250 BYPASS IN THE CITY OF CHARLOTTESVILLE.
- THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL TRAFFIC CONTROL DEVICES, SIGNAGE, EQUIPMENT, PERSONNEL, INCLUDING CERTIFIED TRAFFIC CONTROL PERSONNEL TO CONTROL TRAFFIC DURING CONSTRUCTION WITHIN CITY-MAINTAINED RIGHT-OF-WAY. ALL TRAFFIC CONTROL SHALL BE IN STRICT ACCORDANCE WITH THE STANDARDS, GUIDELINES, POLICIES, AND OBJECTIVES OF THE 2011 VIRGINIA WORK AREA PROTECTION MANUAL, REVISION 2, 2009 MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, AND ALL CITY PERMITS. CONTRACTOR SHALL HAVE BOTH INTERMEDIATE AND BASIC WORK ZONE TRAFFIC CONTROL CERTIFIED EMPLOYEE ON SITE AT ALL TIMES DURING LANE CLOSURES, TRAFFIC SHIFTS, AND AT LEAST DAILY TO REVIEW WORK ZONE.
- THE CONTRACTOR IS RESPONSIBLE FOR ACQUIRING AREAS FOR EQUIPMENT STORAGE AND STAGING OF MATERIALS. ALL COSTS FOR TCD AND E&S REQUIREMENTS FOR LAYDOWN YARD SHALL BE INCIDENTAL WITH OTHER ITEMS WITH NO SEPARATE PAYMENT THERETO.
- THE WORK ZONE SHALL BE MAINTAINED ACCORDING TO THE TEMPORARY TRAFFIC CONTROL PLANS AS SHOWN IN THE CONTRACT DOCUMENTS.
- THE FOLLOWING TRAFFIC CONTROL SPECIFICATIONS FROM THE VIRGINIA WORK AREA PROTECTION MANUAL, REVISION 2, APPLY TO THIS PROJECT: TTC-4, TTC-4.2, TTC-16.2, TTC-17.2, TTC-34.2, TTC-35.1, TTC-36.2, TTC-45.2, TTC-48.2, TTC-53.D AND OTHERS AS REQUIRED.
- MAXIMUM CHANNELIZING DEVICE SPACING SHALL BE AS FOLLOWS:
 - DAIRY ROAD:
 - TRAVELWAY SPACING - 40'
 - TRANSITION SPACING - 20'
 - ROUTE 250 BYPASS:
 - TRAVELWAY SPACING - 80'
 - TRANSITION SPACING - 40'
- ENTRANCES ALONG DAIRY ROAD WILL BE AFFECTED BY THE WORK ZONE AND ACCESS SHALL BE MAINTAINED AT ALL TIMES.
- THIS TMP PLAN HAS BEEN DESIGNED UNDER THE ASSUMPTION THAT THE FOLLOWING TYPES OF TRAFFIC UTILIZE THE WORK ZONE: COMMUTERS, SCHOOL BUSES, TRANSIT BUSES, PEDESTRIANS, PASSENGER VEHICLES, BICYCLES, AND TRUCKS.
- ALL AREAS EXCAVATED BELOW THE EXISTING PAVEMENT SURFACE AND WITHIN THE CLEAR ZONE (NOT PROTECTED BY BARRIER) AT THE CONCLUSION OF EACH WORKDAY, SHALL BE BACK-FILLED TO FORM AN APPROXIMATE 6" WEDGE AGAINST THE EXISTING PAVEMENT SURFACE FOR SAFETY AND PROTECTION OF VEHICULAR TRAFFIC. THE 6" WEDGE SHALL PRESENT NO MORE THAN A 2" DROP OFF FROM THE EDGE OF PAVEMENT WITHIN THE WORK ZONE CLEAR ZONE. ALL COST OF PLACING, MAINTAINING, AND REMOVING THE WEDGE SHALL BE INCLUDED IN THE PRICE BID FOR OTHER ITEMS IN THE CONTRACT AND NO ADDITIONAL COMPENSATION WILL BE ALLOWED. THE 6" WEDGE SHALL BE REMOVED IN ITS ENTIRETY PRIOR TO PLACEMENT OF SUBBASE AGGREGATE AND/OR ASPHALT AS REQUIRED BY THE INSPECTOR.
- NIGHT TIME WORK HOURS ARE ALLOWABLE AS DESCRIBED ALLOWABLE BY THE CITY OF CHARLOTTESVILLE AND UPON APPROVAL BY THE ENGINEER.
- ALLOWABLE WORK HOURS SHALL BE FROM 7AM TO 9PM MONDAY THROUGH SATURDAY EXCEPT HOLIDAYS AND WHEN NIGHT WORK IS APPROVED BY THE ENGINEER AND CITY TRAFFIC ENGINEER. ALLOWABLE LANE CLOSURE HOURS ARE TO BE DETERMINED. WORK PERFORMED OUTSIDE THESE HOURS THAT IS NOT SPECIFICALLY ALLOWED FOR IN WRITING BY ENGINEER WILL BE IMMEDIATELY SHUT DOWN BY THE INSPECTOR AND/OR CITY.
- WORK DURATION FOR THIS PROJECT HAS BEEN ESTIMATED TO TAKE 12 MONTHS WITH THE NOT SHOWN.
- THE CONTRACTOR SHALL BE REQUIRED TO AND MAINTAIN ACCESS TO THE ADJACENT PEDESTRIAN BRIDGE AT ALL TIMES, EXCEPT WHEN THE WORK REQUIRES SHORT-TERM CLOSURE FOR SAFETY REASONS. SUCH CLOSURES CAN ONLY BE MADE UPON APPROVAL OF A REQUEST MADE OF THE ENGINEER.

PUBLIC COMMUNICATIONS PLAN

THE CONTRACTOR IS TO COORDINATE WITH THE CITY OF CHARLOTTESVILLE TO PUBLISH ANNOUNCEMENTS REGARDING WORK ACTIVITIES FOR THIS PROJECT. EACH ACTIVITY WILL BE GOVERNED BY THE TIMES ESTABLISHED BY THE CITY TRAFFIC ENGINEER. THE CONTRACTOR SHALL PROVIDE LANE CLOSURE INFORMATION A MINIMUM OF TWO WEEKS IN ADVANCE OF WORK SO IT CAN BE PUBLISHED. THE CONTRACTOR SHALL SUBMIT TO THE ENGINEER A TWO WEEK LOOK AHEAD EVERY WEDNESDAY BY NOON TO AID IN THE CITY NOTIFYING PUBLIC OF WORK ACTIVITIES.

TRANSPORTATION OPERATIONS PLAN

- THE CONTRACTOR OR THE INSPECTOR (AS IDENTIFIED BELOW) SHALL BE RESPONSIBLE FOR NOTIFICATION THE DAY PRIOR TO LANE CLOSURES EACH DAY BY CALLING THOSE BELOW AND OTHERS AS REQUIRED:
 - CONTRACTOR SHALL CALL THE PROJECT INSPECTOR, TBD
 - INSPECTOR SHALL NOTIFY THE CONSTRUCTION MANAGER, TBD
 - INSPECTOR SHALL NOTIFY THE CITY PROJECT MANAGER, TBD
- THE FOLLOWING IS A LIST OF LOCAL EMERGENCY CONTACT AGENCIES:
CITY OF CHARLOTTESVILLE POLICE DEPARTMENT (434) 970-3280 OR 911 (IN EMERGENCY)
- PROCEDURES TO RESPOND TO TRAFFIC INCIDENTS THAT MAY OCCUR IN THE WORK ZONE ARE GENERALLY AS FOLLOWS:
 - CONTRACTOR TO NOTIFY THE INSPECTOR.
 - CONTRACTOR TO REQUEST PRESENCE OF EMERGENCY MEDICAL SERVICES AS APPROPRIATE (WHEN EMERGENCY) OR IF NOT ALREADY ON SCENE OR ENROUTE.
 - THE INSPECTOR SHALL NOTIFY THE CONSTRUCTION MANAGER, TBD
 - THE CONSTRUCTION MANAGER SHALL NOTIFY THE CITY PROJECT MANAGER, TBD
 - DEPENDING ON THE SEVERITY OF INCIDENT, AND IF DIRECTED BY THE INSPECTOR, THE CONTRACTOR MAY BE DIRECTED TO CEASE OPERATIONS TEMPORARILY TO ALLOW FOR CLEARANCE OF THE INCIDENT.
 - UPON ARRIVAL ON SCENE, CITY OF CHARLOTTESVILLE POLICE DEPARTMENT STAFF WILL DETERMINE RESPONSE NECESSARY TO ALLOW TRAVELING PUBLIC AROUND THE INCIDENT.
 - THE CITY OF CHARLOTTESVILLE POLICE DEPARTMENT WILL TAKE CONTROL OF THE INCIDENT AND DIRECT ITS CLEARING AND RESTORATION TO NORMAL TRAFFIC OPERATIONS. THE CONTRACTOR MAY BE DIRECTED BY THE INSPECTOR TO COOPERATE WITH THE CHARLOTTESVILLE POLICE DEPARTMENT TO CLEAR TRAFFIC AND RESTORE NORMAL OPERATIONS.
- IN THE EVENT OF AN INCIDENT WITHIN THE WORK ZONE THE FOLLOWING DOCUMENTATION PROCESS IS TO BE FOLLOWED DURING AND AFTER THE INCIDENT:
 - BE ADVISED THAT THE INSPECTOR WILL TAKE PICTURES AS NECESSARY, ESPECIALLY PICTURES OF CONTRACTOR'S WORK ZONE SET UP TO VERIFY COMPLIANCE WITH STANDARDS.
 - CONTRACTOR IS TO DISCUSS SITUATION WITH THE PROJECT INSPECTOR AND MAKE NECESSARY ADJUSTMENTS TO THE WORK ZONE IN LIGHT OF AND IN RESPONSE TO THE INCIDENT.
 - THE CITY OF CHARLOTTESVILLE POLICE DEPARTMENT REPORT OF THE INCIDENT WILL BE REVIEWED BY THE CITY TO DETERMINE IF ANY MODIFICATION OF THE TEMPORARY TRAFFIC CONTROL PLAN IS NECESSARY. IF IT IS DETERMINED THAT IT IS NECESSARY TO ALTER THE PLAN, THEN A MEETING WILL BE CALLED WITH THE CONTRACTOR, CITY OF CHARLOTTESVILLE PROJECT PERSONNEL, AND THE CITY OF CHARLOTTESVILLE POLICE DEPARTMENT STAFF (IF NECESSARY) TO DISCUSS MODIFICATION AND IMPLEMENTATION OF AN IMPROVED TRAFFIC CONTROL PLAN.

SEQUENCE OF CONSTRUCTION

GENERAL SEQUENCE OF CONSTRUCTION IS AS FOLLOWS:

- STAGE 1: DEMOLISH EXISTING BRIDGE
STAGE 2: CONSTRUCT BRIDGE FOUNDATIONS AND PIERS.
STAGE 3: CONSTRUCT BRIDGE SUBSTRUCTURE OVER ROUTE 250
STAGE 4: CONSTRUCT BRIDGE SUPERSTRUCTURE AND APPROACHES.
- STAGE 1:
- CONTRACTOR SHALL INSTALL PCMS SIGNS AT NOTED LOCATIONS NEAR PROJECT TO ALERT PUBLIC OF PENDING ROAD CLOSURE AND DETOUR AT LEAST ONE WEEK IN ADVANCE OF DETOUR IMPLEMENTATION. PCMS SIGNS SHALL REMAIN IN PLACE AT LEAST ONE WEEK AFTER IMPLEMENTATION OF DETOUR.
 - CONTRACTOR SHALL INSTALL TEMPORARY TRAFFIC CONTROL MEASURES TO IMPLEMENT DAIRY ROAD BRIDGE CLOSURE AND DETOUR.
 - CONTRACTOR TO DEMOLISH DAIRY ROAD BRIDGE.
 - CONTRACTOR SHALL USE ROUTE 250 BYPASS DETOUR ONLY WHEN OPERATIONS NECESSITATE FOR THE SAFETY OF THE TRAVELLING PUBLIC.
- STAGE 2:
- CONTRACTOR TO CLOSE OUTSIDE LANE OF ROUTE 250 IN NIGHT-TIME OPERATIONS ONLY TO COMPLETE FOUNDATION AND PIER WORK.
- STAGE 3, PHASE 1:
- CONTRACTOR TO CLOSE ROUTE 250 BYPASS EB USING THE STAGING DETOUR.
 - CONTRACTOR TO DELIVER AND PREPARE GIRDERS 3 & 4.
- STAGE 3, PHASE 2:
- CONTRACTOR TO CLOSE ROUTE 250 BYPASS USING DETOUR.
 - CONTRACTOR TO ERECT GIRDERS 3 & 4.
 - CONTRACTOR TO REOPEN ROUTE 250 TO TRAFFIC.
- STAGE 3, PHASE 3:
- CONTRACTOR TO CLOSE ROUTE 250 BYPASS EB USING THE STAGING DETOUR.
 - CONTRACTOR TO DELIVER AND PREPARE GIRDERS 1 & 2.
- STAGE 3, PHASE 2:
- CONTRACTOR TO CLOSE ROUTE 250 BYPASS USING DETOUR.
 - CONTRACTOR TO ERECT GIRDERS 1 & 2.
 - CONTRACTOR TO REOPEN ROUTE 250 TO TRAFFIC.
- STAGE 3 PHASE 5:
- CONTRACTOR TO CLOSE ROUTE 250 BYPASS USING DETOUR.
 - CONTRACTOR TO INSTALL CROSS FRAMES BETWEEN GIRDERS 3 & 4 AND FORMS.
 - CONTRACTOR TO REOPEN ROUTE 250 TO TRAFFIC.
- STAGE 4:
- CONTRACTOR TO COMPLETE BRIDGE SUPERSTRUCTURE AND APPROACHES.
 - CONTRACTOR TO REOPEN DAIRY ROAD TO TRAFFIC.

PH PLANS

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ADDITIONAL EASEMENTS FOR UTILITY RELOCATIONS MAY BE REQUIRED BEYOND THE PROPOSED RIGHT OF WAY SHOWN ON THESE PLANS.

PROJECT	SHEET NO.
U000-104-365	IG

PROJECT MANAGER: NAJEE BULLAH (434-453-9161) (CITY OF CHARLOTTESVILLE)
SURVEYED BY: DATE: 1968, SURVEY OR: MODIFIED: 11/21/2024
DESIGN BY: KIMLEY-HORN & ASSOCIATES, INC.
SUBSURFACE UTILITY BY: DATE: INFRAMAP_CORP 10/30/2024

MAINTENANCE OF TRAFFIC - DAIRY RD DETOUR

REVISED	STATE	ROUTE	PROJECT	SHEET NO.
	VA.	N/A	U000-104-365 C-501	1H(1)

DESIGN FEATURES RELATING TO CONSTRUCTION
OR TO REGULATION AND CONTROL OF TRAFFIC
MAY BE SUBJECT TO CHANGE AS DEEMED
NECESSARY BY THE DEPARTMENT

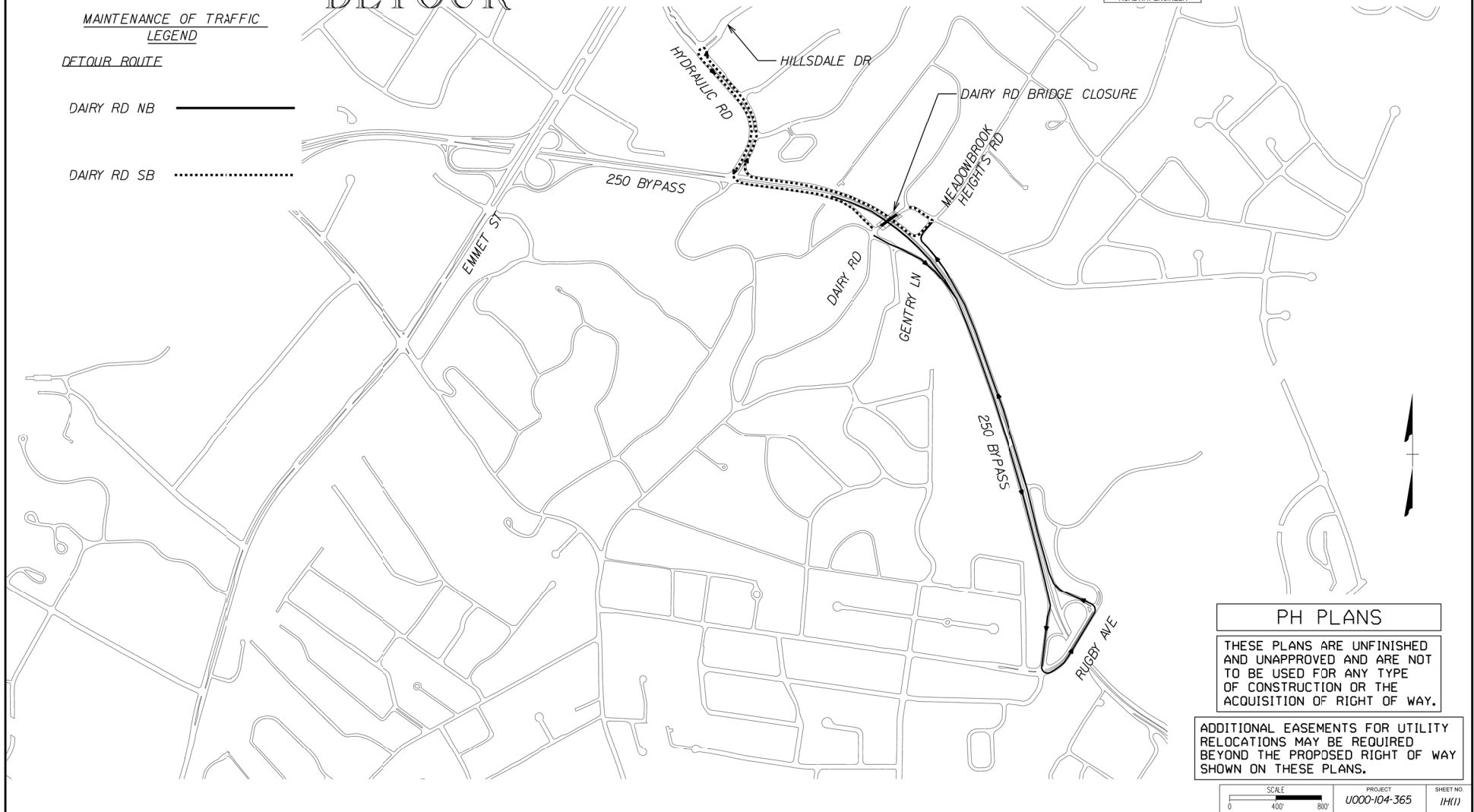
Kimley-Horn & Associates
Charlottesville, Virginia
ROADWAY ENGINEER

MAINTENANCE OF TRAFFIC
LEGEND

DETOUR ROUTE

DAIRY RD NB —————

DAIRY RD SB



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RELOCATIONS MAY BE REQUIRED
BEYOND THE PROPOSED RIGHT OF WAY
SHOWN ON THESE PLANS.

SCALE	PROJECT	SHEET NO.
0 400' 800'	U000-104-365	1H(1)

PROJECT MANAGER: NAJEE BULLAH (434-453-9161) (CITY OF CHARLOTTESVILLE)
SURVEYED BY: DATE: 1962, Survey and Mapping, 11/21/2024
DESIGN BY: KIMLEY-HORN & ASSOCIATES, INC.
SUBSURFACE UTILITY BY: DATE: INFRAMAP, CORP. 10/30/2024

REVISED	STATE	ROUTE	PROJECT	SHEET NO.
	VA.	N/A	U000-104-365 C-501	1H(2)
DESIGN FEATURES RELATING TO CONSTRUCTION OR TO REGULATION AND CONTROL OF TRAFFIC MAY BE SUBJECT TO CHANGE AS DEEMED NECESSARY BY THE DEPARTMENT				
Kimley-Horn & Associates Charlottesville, Virginia ROADWAY ENGINEER				

MAINTENANCE OF TRAFFIC - OVERNIGHT DETOUR

MAINTENANCE OF TRAFFIC LEGEND

DETOUR ROUTE

OVERNIGHT WB
OVERNIGHT EB —————

OVERNIGHT EB —————



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SHOWN ON THESE PLANS.

SCALE	PROJECT	SHEET NO.
0 400' 800'	U000-104-365	1H(2)

7/11/2025
10:37:01 AM

dl829500H3.dgn
Plotted By: Zach Tapp

PROJECT MANAGER: NAJEE BULLAH (434-453-9163) (CITY OF CHARLOTTESVILLE)
SURVEYED BY: DATE: 1992, SURVEYED BY: MONROE, LLC, 11/21/2024
DESIGN BY: KIMLEY-HORN & ASSOCIATES, INC.
SUBSURFACE UTILITY BY: DATE: INFRAMAP, CORP, 10/30/2024

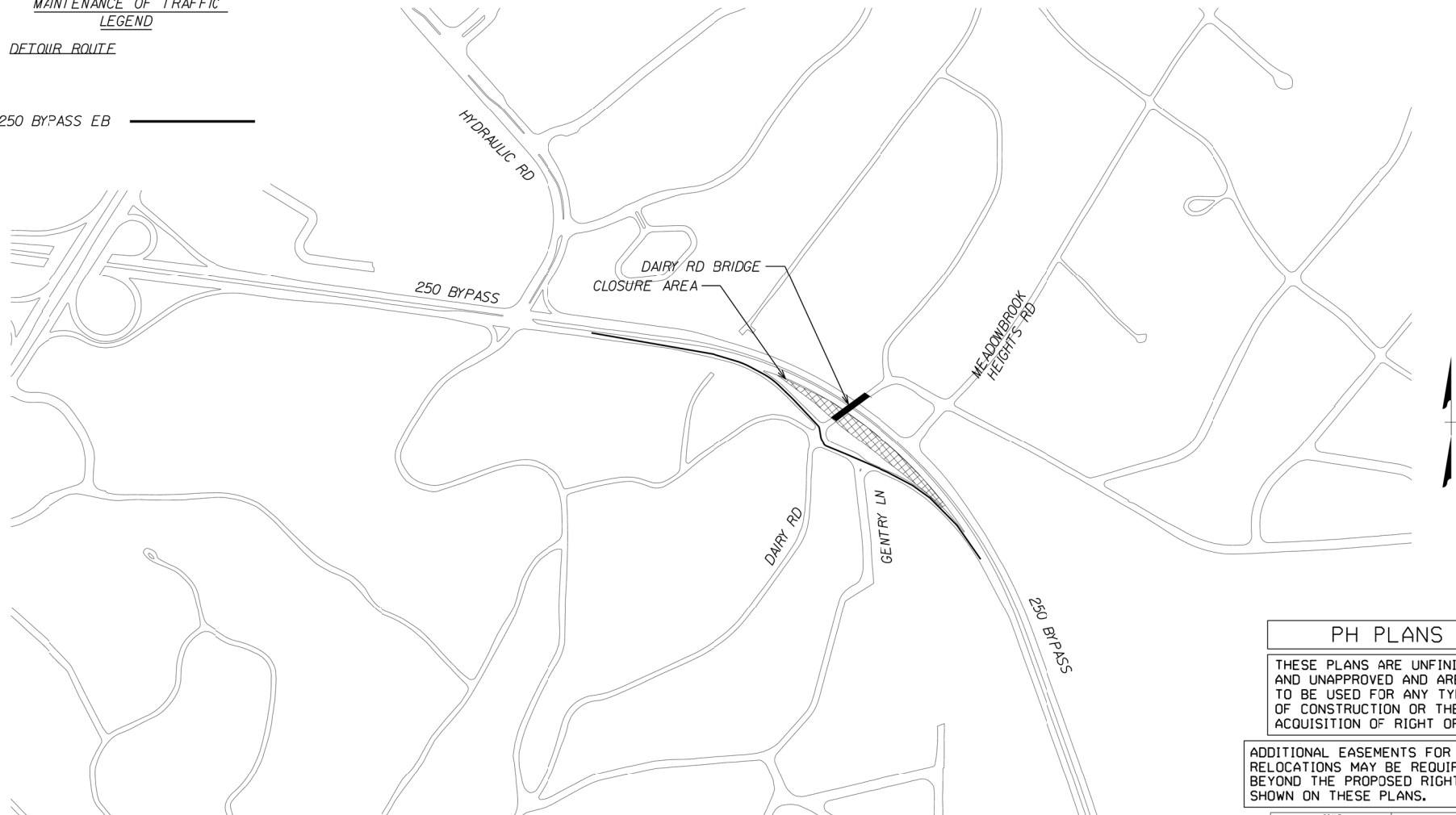
REVISED	STATE	ROUTE	PROJECT	SHEET NO.
	VA.	N/A	U000-104-365 C-501	1H(3)
DESIGN FEATURES RELATING TO CONSTRUCTION OR TO REGULATION AND CONTROL OF TRAFFIC MAY BE SUBJECT TO CHANGE AS DEEMED NECESSARY BY THE DEPARTMENT				
Kimley-Horn & Associates Charlottesville, Virginia ROADWAY ENGINEER				

MAINTENANCE OF TRAFFIC STAGING DETOUR

MAINTENANCE OF TRAFFIC LEGEND

DETOUR ROUTE

250 BYPASS EB



PH PLANS

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RELOCATIONS MAY BE REQUIRED
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SHOWN ON THESE PLANS.

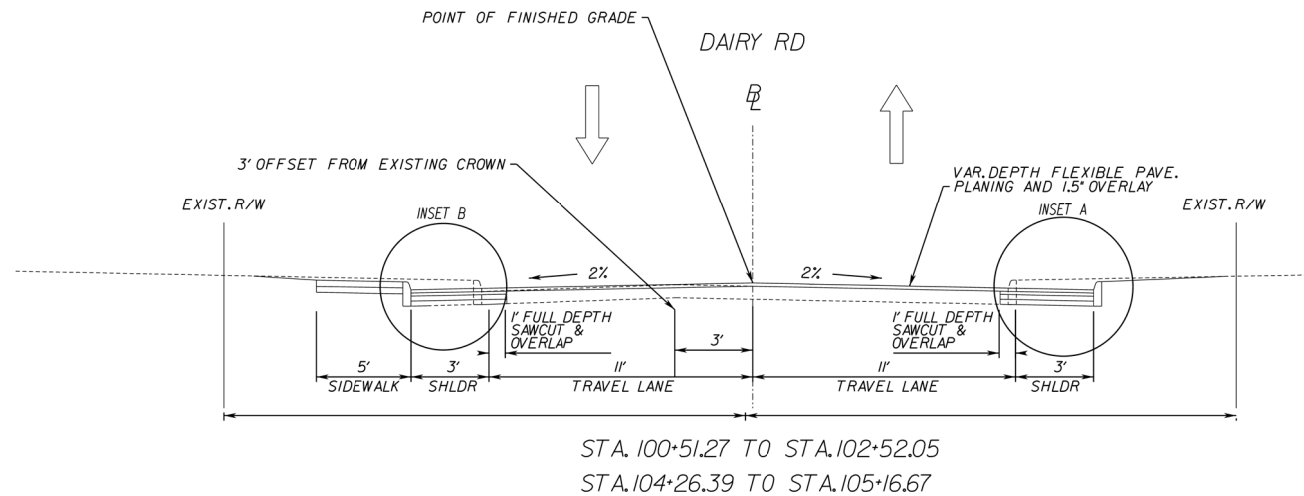
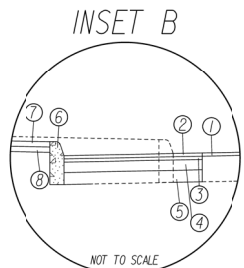
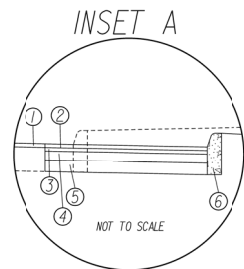
SCALE	PROJECT	SHEET NO.
0 200 400	U000-104-365	1H(3)

PROJECT MANAGER: NAJEE BULLAH, BEHNAM (434-453-9161) (CITY OF CHARLOTTESVILLE)
SURVEYED BY: DATE 1998, SURVEY AND MAPPING, LLC, 11/11/2024
DESIGN BY: KIMLEY-HORN & ASSOCIATES, INC.
SUBSURFACE UTILITY BY: DATE INFRAMAP CORP. 10/30/2024

TYPICAL SECTIONS

(Not to Scale)

REVISED	STATE	ROUTE	PROJECT	SHEET NO.
	VA.	N/A	U000-104-365 C-501	2A
DESIGN FEATURES RELATING TO CONSTRUCTION OR TO REGULATION AND CONTROL OF TRAFFIC MAY BE SUBJECT TO CHANGE AS DEEMED NECESSARY BY THE DEPARTMENT				
Froehling & Robertson Roanoke, Virginia MATERIALS ENGINEER		Kimley-Horn & Associates Charlottesville, Virginia ROADWAY ENGINEER		



- ① 1.5\"/>

PH PLANS

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SCALE	PROJECT	SHEET NO.
0 25' 50'	U000-104-365	2A

PROJECT MANAGER: NAJEE BULLAH, BEHNAM (434-453-9161) (CITY OF CHARLOTTESVILLE)
SURVEYED BY: DATE 1994, Survey and Mapping, Inc. 11/11/2024
DESIGN BY: Kimley-Horn & Associates, Inc.
SUBSURFACE UTILITY BY: DATE 1994, INFRAMAP, CORP. 10/30/2024

UTILITY OWNER INFORMATION:

Water, Sewer & Gas:

City of Charlottesville - (CVU)
Contact: Gavin Chan
Email: gchan@charlottesville.gov
Record Received

Electric:

Dominion Power - (DOM)
Contact: Timothy Gossett
Email: timothy.gossett@dominionenergy.com

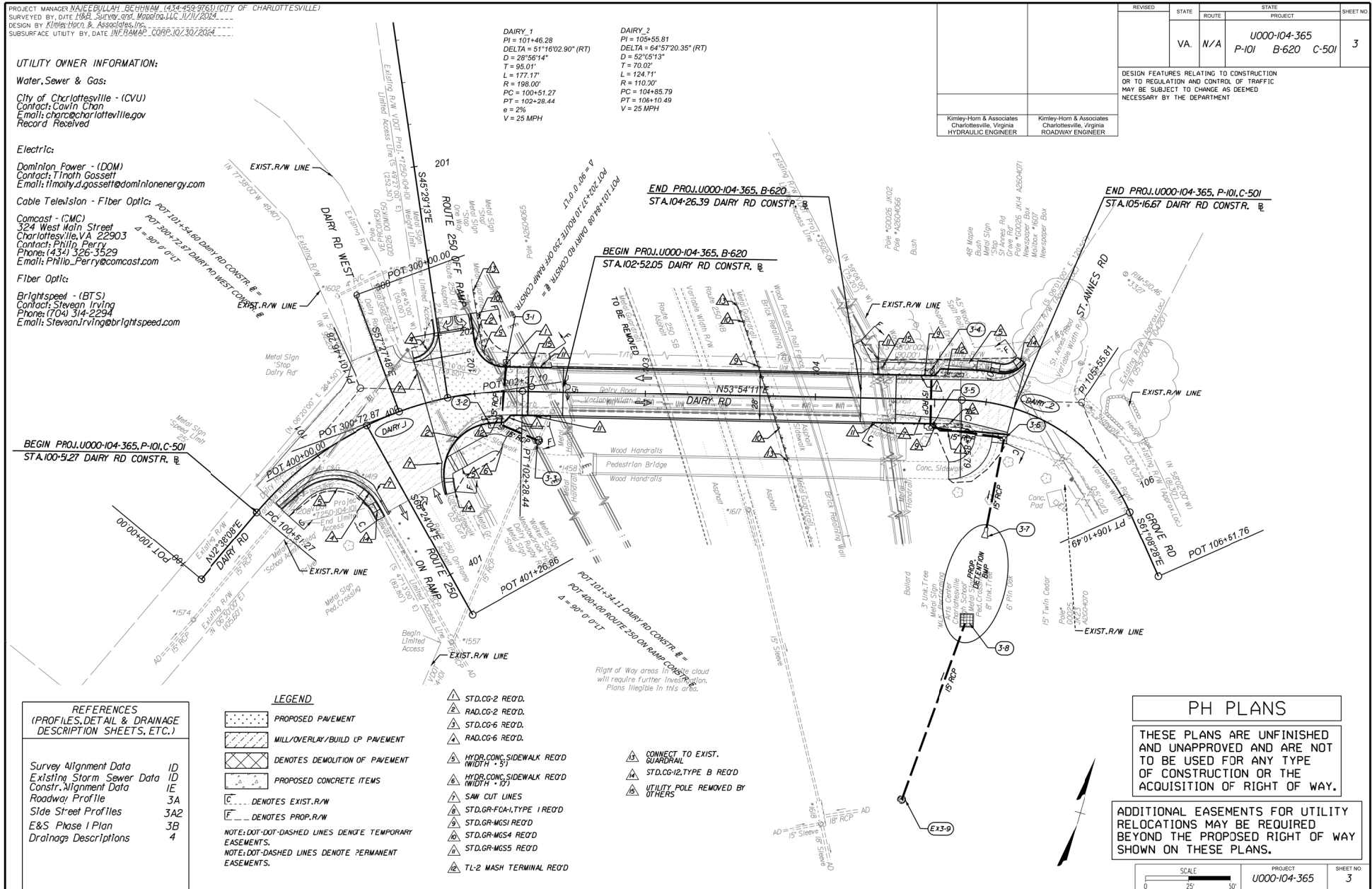
Cable Television - Fiber Optic:
Comcast - (CMC)
324 West Main Street
Charlottesville, VA 22903
Contact: Phil Perry
Phone: (434) 326-3529
Email: Phil.Perry@comcast.com

Fiber Optic:

Brightspeed - (BTS)
Contact: Steven Irving
Phone: (704) 314-2294
Email: Steven.Irving@brightspeed.com

DAIRY 1
PI = 101+46.28
DELTA = 51°16'02.90" (RT)
D = 28°56'14"
T = 95.01'
L = 177.17'
R = 198.00'
PC = 100+51.27
PT = 102+28.44
e = 2%
V = 25 MPH

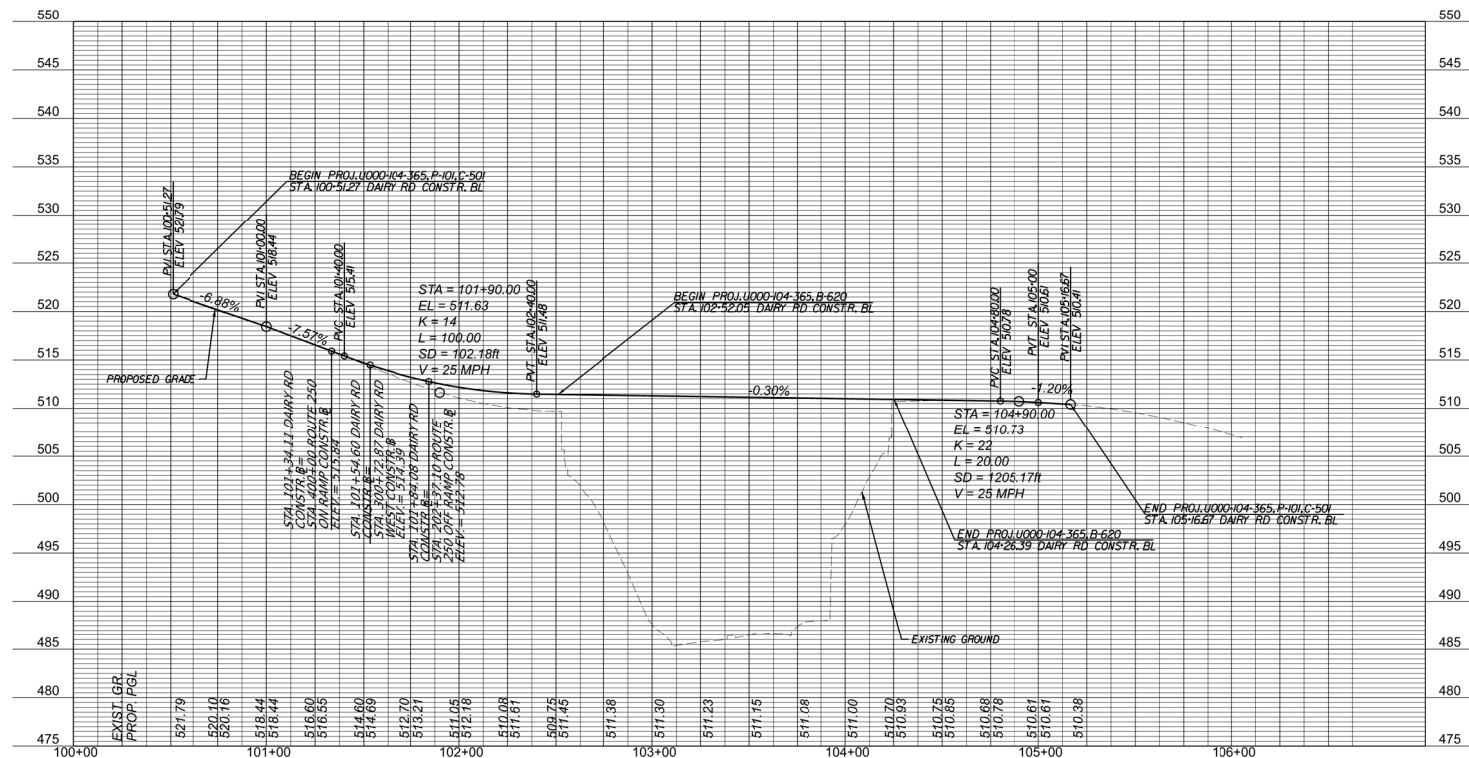
DAIRY 2
PI = 105+55.81
DELTA = 64°57'20.35" (RT)
D = 52°05'13"
T = 70.02'
L = 124.71'
R = 110.00'
PC = 104+85.79
PT = 106+10.49
V = 25 MPH



PROJECT MANAGER: NAJEEBULLAH BEHHAN (434-459-9163) (CITY OF CHARLOTTESVILLE)
SURVEYED BY DATE: R&B Survey and Mapping, LLC 11/11/2024
DESIGN BY: Kimley-Horn & Associates, Inc.
SUBSURFACE UTILITY BY DATE: INFRAMAP CORP. 10/30/2024

REVISED	STATE	ROUTE	PROJECT	SHEET NO.
	VA.	N/A	U000-104-365 PE-101 RW-201 C-501 B-620	3A
DESIGN FEATURES RELATING TO CONSTRUCTION OR TO REGULATION AND CONTROL OF TRAFFIC MAY BE SUBJECT TO CHANGE AS DEEMED NECESSARY BY THE DEPARTMENT				
Kimley-Horn & Associates Richmond, Virginia HYDRAULIC ENGINEER		Kimley-Horn & Associates Richmond, Virginia ROADWAY ENGINEER		

DAIRY ROAD



PH PLANS

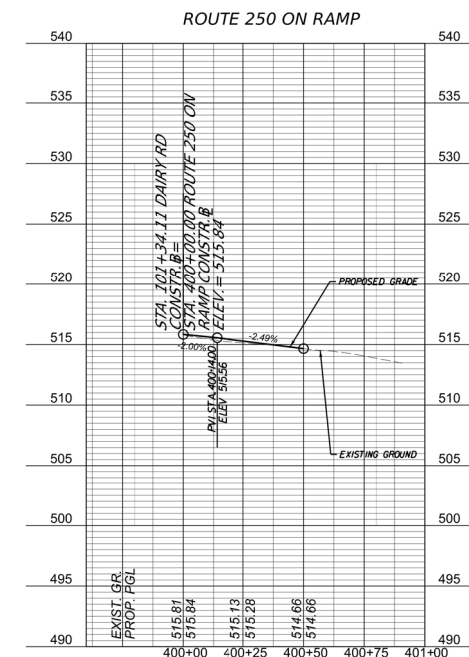
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PROJECT
U000-104-365

SHEET NO.
3A

		REVISED	STATE	STATE		SHEET NO.
			ROUTE	PROJECT		
			VA.	N/A	U000-104-365 PE-101 RW-201 C-501 B-620	
DESIGN FEATURES RELATING TO CONSTRUCTION OR TO REGULATION AND CONTROL OF TRAFFIC MAY BE SUBJECT TO CHANGE AS DEEMED NECESSARY BY THE DEPARTMENT						
Kimley-Horn & Associates Richmond, Virginia HYDRAULIC ENGINEER	Kimley-Horn & Associates Richmond, Virginia ROADWAY ENGINEER					



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PROJECT	SHEET NO.
U000-104-365	3A2

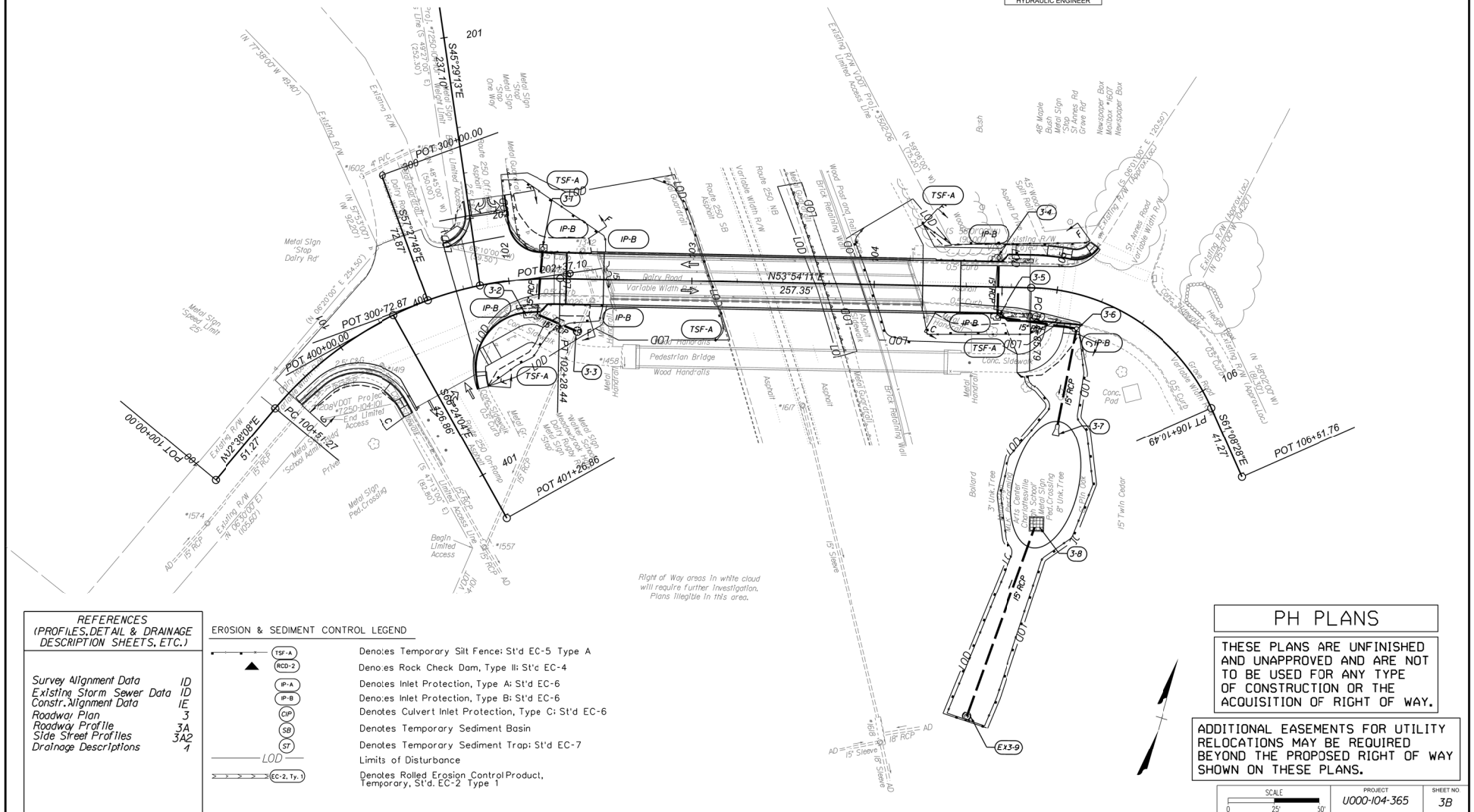
PROJECT MANAGER: NAJEE BULLAH, BEHNAM (434-453-9161) (CITY OF CHARLOTTESVILLE)
SURVEYED BY: DATE: 1991, Survey and Mapping, Inc. 11/11/2024
DESIGN BY: Kimley-Horn & Associates, Inc.
SUBSURFACE UTILITY BY: DATE: INFRAMAP CORP. 10/30/2024

REVISED	STATE	ROUTE	STATE PROJECT	SHEET NO.
	VA.	N/A	U000-104-365 C-501	3B

DESIGN FEATURES RELATING TO CONSTRUCTION OR TO REGULATION AND CONTROL OF TRAFFIC MAY BE SUBJECT TO CHANGE AS DEEMED NECESSARY BY THE DEPARTMENT

Kimley-Horn & Associates
Charlottesville, Virginia
HYDRAULIC ENGINEER

THIS SHEET IS FOR E&S CONTROL ONLY





Beginning of bridge
End of Slab
Sta. 102+53.49

174'-4"

End of Bridge
End of Slab
Sta. 104+27.83

To Barracks Rd.
(Dairy Road)

90° (typ.)

El. 511.440

El. 511.438

Face of rail

Point of min.
vertical cl.

Construction B
Dairy Road

N 53°54'11" E

Sta. 250
Bypass Rd.

Sta. 250
Bypass Rd.

Abutment and line
thru center of piles
Sta. 104+27.16

Point of min.
vertical cl.

Face of rail

El. 510.917

El. 510.919

To St. Annes Rd.
(Dairy Road)

Approach slab

PLAN

-6.88%
-1.57%

-0.30%

-1.20%

C.G. Sta. 104+90.00
C.G. Elev. 510.73
V.C. 20.00

C.G. Sta. 101+90.00
C.G. Elev. 511.63
V.C. 100.000

Beginning of bridge
End of Slab
Sta. 102+53.49

174'-4"

End of Bridge
End of Slab
Sta. 104+27.83

Finished grade

4" Concrete slab
slope protection

17'-10 3/4" of min.
vertical cl.

17'-2 1/4" of min.
vertical cl.

4" Concrete slab
slope protection

Existing profile along
Dairy Road

DEVELOPED SECTION ALONG CONSTRUCTION B

STATE	FEDERAL AID		STATE		SHEET NO.
	ROUTE	PROJECT	ROUTE	PROJECT	
VA.	—	STP-5104 (326)	—	U000-104-365, B620, C501, P101	1
Federal Structure No. 20073			FHWA Construction and Scour Code: —		
Federal Stewardship and Oversight Code:					UPC No. 118295

DESIGN EXCEPTION(S):

None

GENERAL NOTES:

Width: 3'-0" shoulder, 22'-0" roadway
30'-0" overall width

Span layout: 174'-4" Steel girder, single span

Capacity: HL-93 loading.

Specifications:

Construction: Virginia Department of Transportation Road
and Bridge Specifications, 2020; and SP407-000500
(Special Provision for Superstructure Erection Stability).

Design: AASHTO LRFD Bridge Design Specifications
8th Edition; and VDOT Modifications.

Standards: Virginia Department of Transportation Road and
Bridge Standards, 2016; including all current revisions.

These plans are incomplete unless accompanied by the
Supplemental Specifications and Special Provisions included
in the contract documents.

Note:

"Existing Bridge Not Shown for Clarity"



CITY OF CHARLOTTESVILLE NEIGHBORHOOD DEVELOPMENT SERVICES

PROPOSED BRIDGE REPLACEMENT ON

DAIRY ROAD BRIDGE OVER ROUTE 250 BYPASS CITY OF CHARLOTTESVILLE

PROJ. U000-104-365, B620, C501, P101

Recommended for Approval: City Engineer

Date

No.	Description	Date
REVISIONS		
For Table of Revisions, see Sheet ...		

Date: September 2025

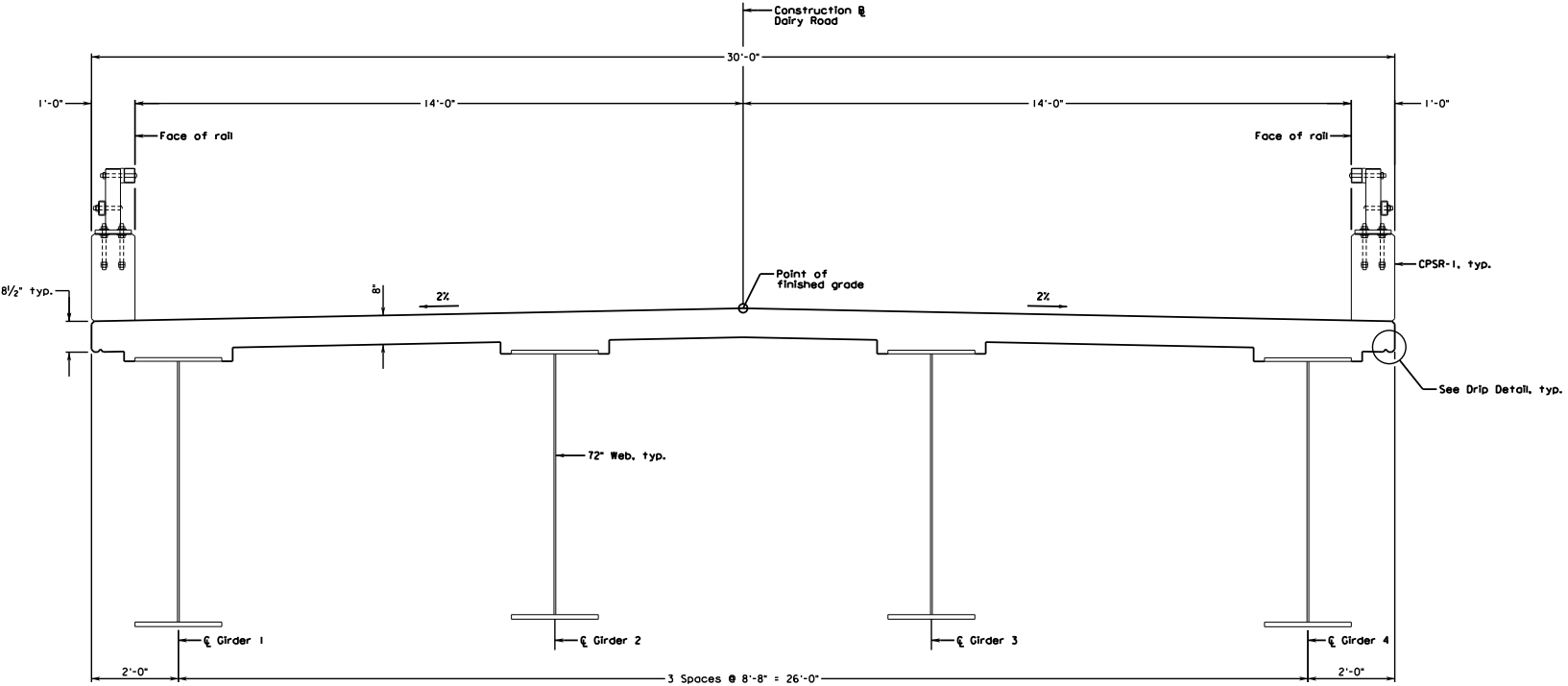
© 2025, Commonwealth of Virginia

XXX-XX
Sheet 1 of 8

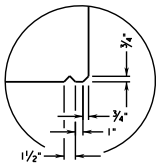
Altamora Co. GPE.dwg

KIMLEY-HORN & ASSOC. RICHMOND, VA STRUCTURAL ENGINEER	
PLANS BY:	
COORDINATED:	
SUPERVISED:	
DESIGNED:	
DRAWN:	
CHECKED:	

STATE	FEDERAL AID		STATE	SHEET
	ROUTE	PROJECT		
VA	---	STP-5104 (326)	U000-104-365, B620, C501, P10	---



TRANSVERSE SECTION



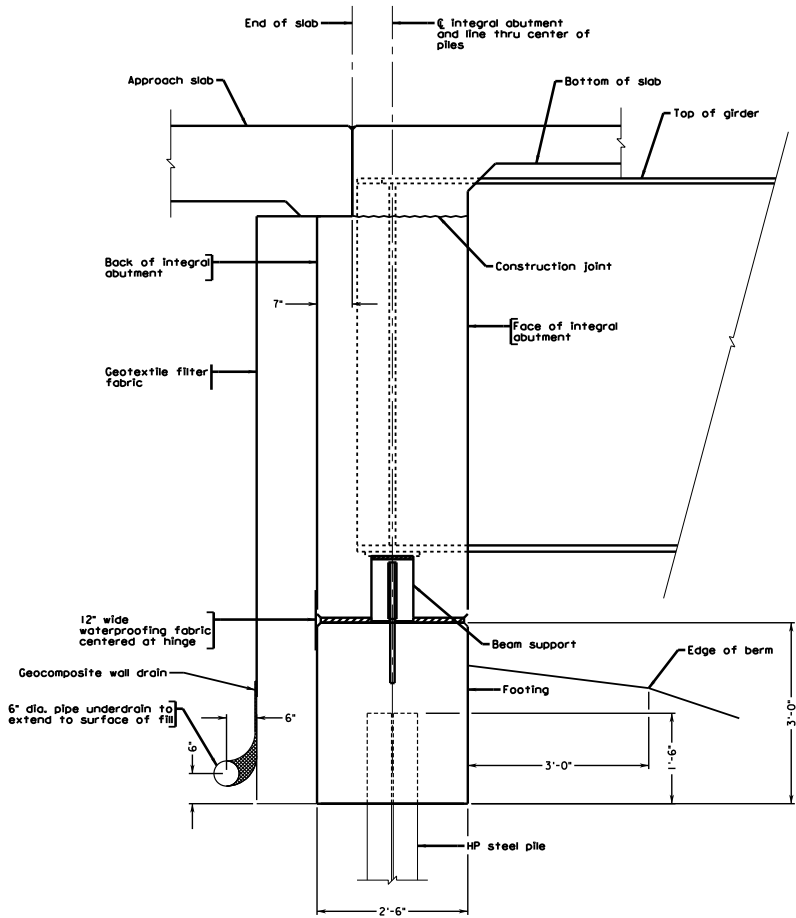
DETAIL
SCALE: 1 1/2" = 1'-0"

KIMLEY-HORN & ASSOC.
RICHMOND, VA
STRUCTURAL ENGINEER

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			CITY OF CHARLOTTESVILLE				
			TRANSVERSE SECTION				
No.	Description	Date	Designed: KMR Drawn: RKA Checked: DGD	Date	Plan No.	Sheet No.	
Revisions				March 2025	XXX-XX	2 of 8	

STATE	FEDERAL AID		STATE		SHEET NO.
	ROUTE	PROJECT	ROUTE	PROJECT	
VA	---	STP-5104 (326)	---	J000-104-365, B620, C501, P101	---

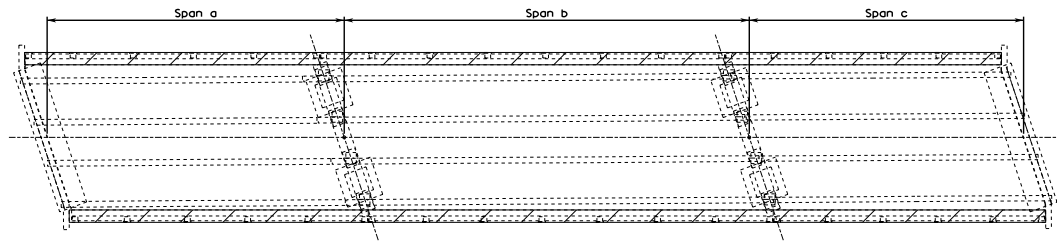


ABUTMENT TYPICAL DETAIL
Scale: 1" = 1'-0"

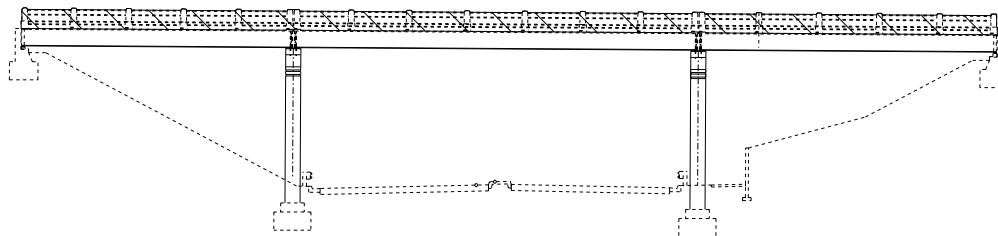
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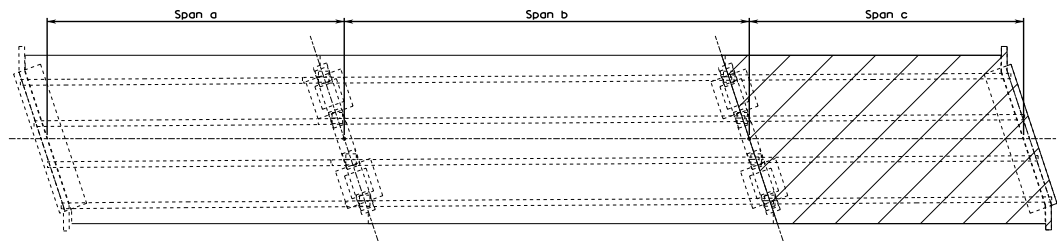
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			ABUTMENT DETAILS			
No.	Description	Date	Designed: DGD	Date	Plan No.	Sheet No.
Revisions			Drawn: RCA	March 2025	XXX-XX	3 of 8
			Checked: KMF			



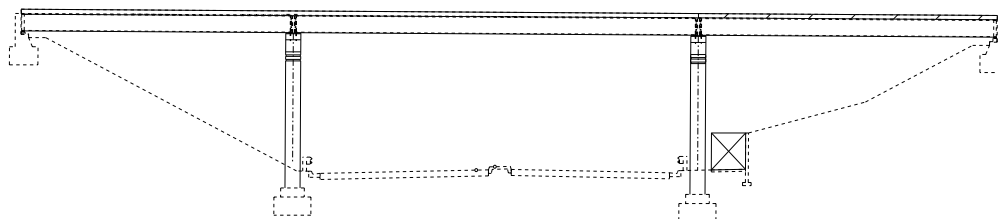
PLAN



ELEVATION
PHASE I



PLAN



ELEVATION
PHASE 2a

STATE	FEDERAL AID	STATE	SHEET
ROUTE	PROJECT	ROUTE	NO.
VA	STP-5104 (326)	U000-104-363, B620, C501, P101	---

PHASE I:

1. Close Dairy Road bridge to traffic
2. Remove railing and curb for both sides of bridge.

PHASE 2a:

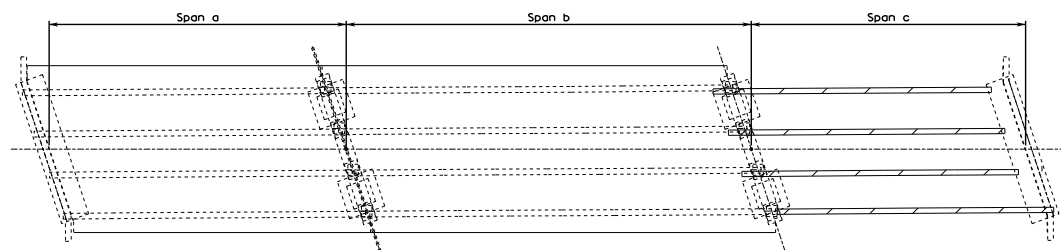
1. Close Shared path.
2. Remove slab on Span c.

Note: Contractor to check stability of Pier 2 prior to the removal of slab on Span c.

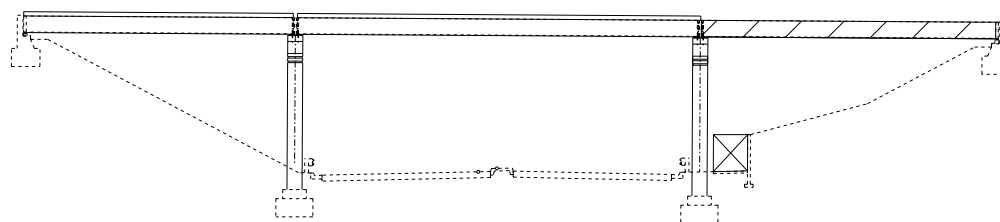
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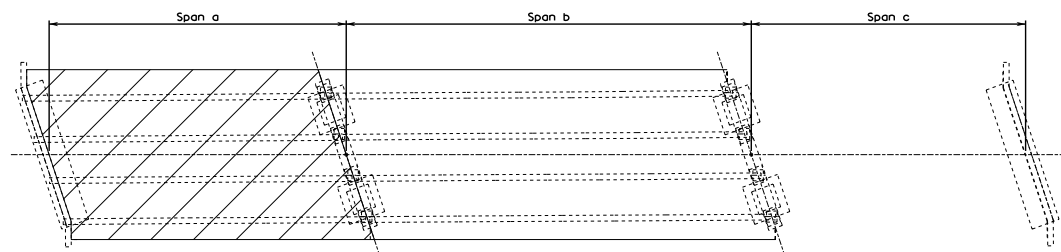
CITY OF CHARLOTTESVILLE			
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No.	Description	Date	Designed: DGD Drawn: RCA Checked: KMF
Revisions			
		Date	Plan No.
		March 2025	XXX-XX
		Sheet No.	
		4 of 8	



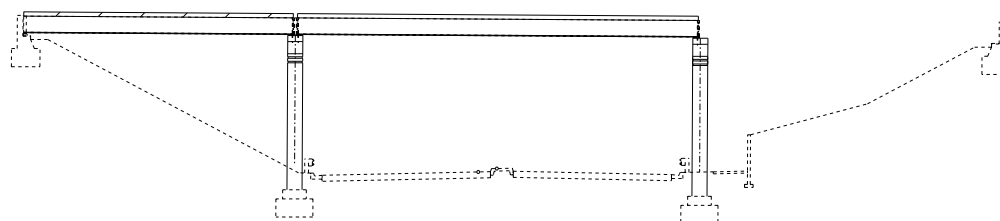
PLAN



ELEVATION
PHASE 2b



PLAN



ELEVATION
PHASE 3a



STATE	ROUTE	FEDERAL AID	ROUTE	STATE	SHEET
		PROJECT		PROJECT	
VA	---	STP-5104 (326)	---	U000-104-365, B620, C501, P101	---

PHASE 2b:

1. Remove diaphragms in center bay.
2. Remove Girders 1 and 2.
3. Remove Girders 3 and 4.

PHASE 3a:

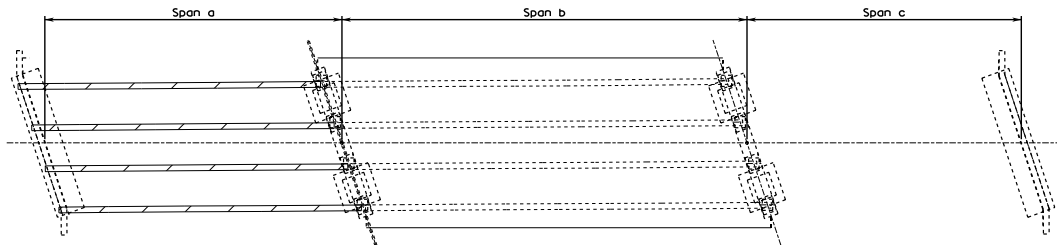
1. Remove slab on Span a.

Note: Contractor to check stability of Pier 2 prior to the removal of girders in Span c. Contractor to check stability of Pier 1 prior to the removal of slab on Span a.

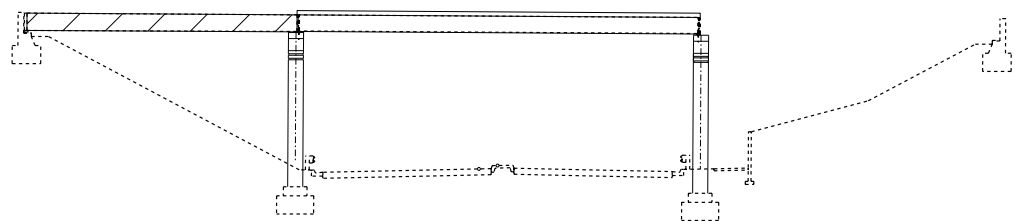
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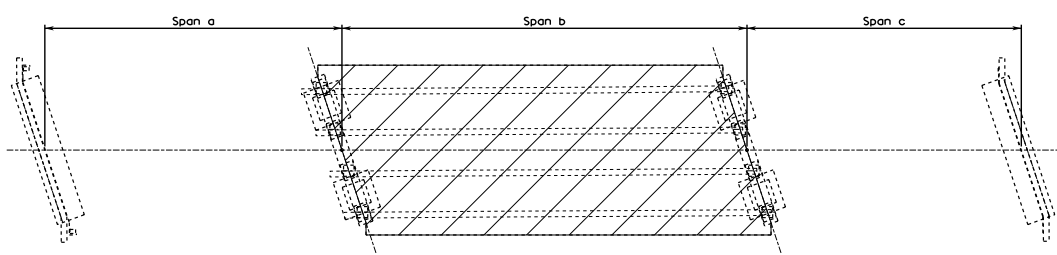
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			ERECTION SCHEMATICS 2 OF			
No.	Description	Date	Designed: DGD Drawn: RCA Checked: KMF	Date	Plan No.	Sheet No.
	Revisions			March 2025	XXX-XX	5 of 8



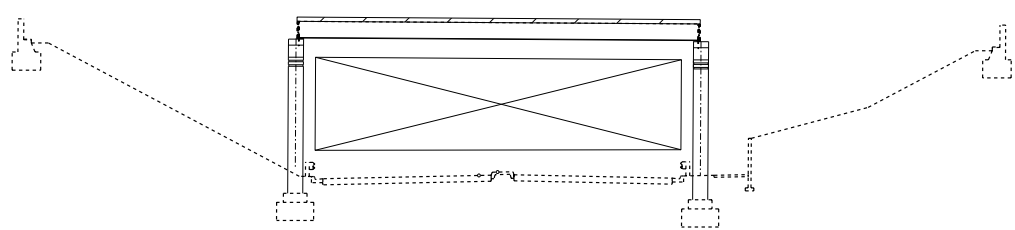
PLAN



ELEVATION
PHASE 3b



PLAN



ELEVATION
PHASE 4a



STATE	ROUTE	FEDERAL AID	ROUTE	STATE	SHEET NO.
		PROJECT		PROJECT	
VA	---	STP-5104 (326)	---	J000-104-365, B620, C501, P101	---

- PHASE 3b:
1. Remove diaphragms in center bay.
 2. Remove Girders 1 and 2.
 3. Remove Girders 3 and 4.

- PHASE 4a:
1. Close Route 250.
 2. Remove slab for Span b.

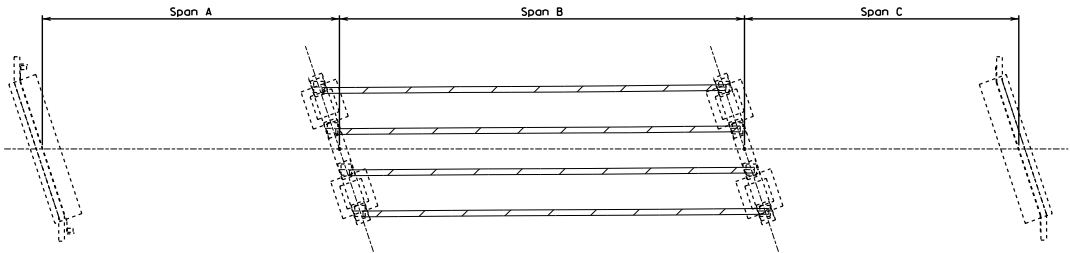
Note: Contractor to check stability of Pier 1 prior to the removal of girders in Span a.

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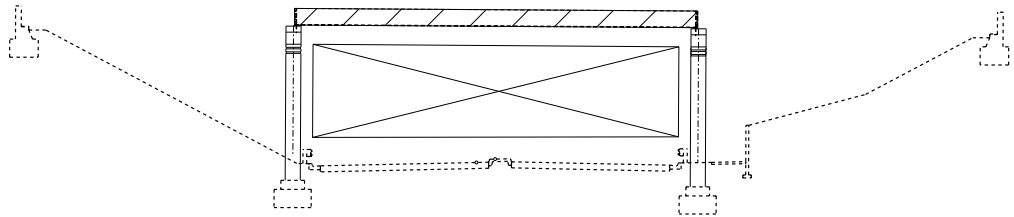
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CITY OF CHARLOTTESVILLE					
ERECTION SCHEMATICS 3 OF 4					
No.	Description	Date	Designed: DGD Drawn: RCA Checked: KMF	Date	Plan No.
Revisions			March 2025	XXX-XX	Sheet No.
					6 of 8

STATE	FEDERAL AID		STATE	SHEET
	ROUTE	PROJECT		
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			ROUTE	PROJECT
			---	U000-104-365, B620, C501, P101



PLAN



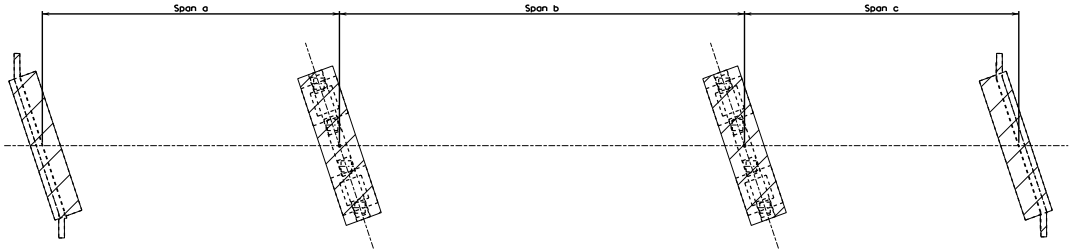
ELEVATION
PHASE 4b

PHASE 4b:

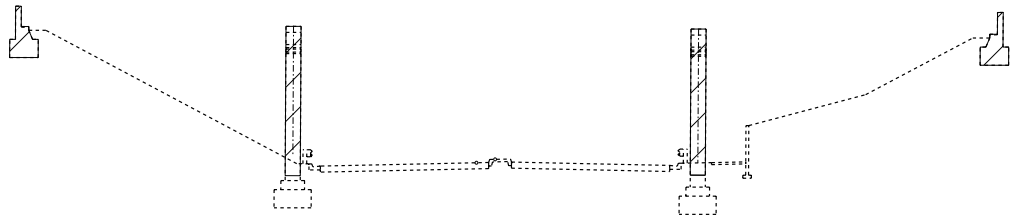
1. Remove diaphragms in center bay.
2. Remove Girders 1 and 2.
3. Remove Girders 3 and 4.

PHASE 5:

1. Demo Piers to 2ft below ground.
2. Remove Abutments.



PLAN



ELEVATION
PHASE 5

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				ERECTION SCHEMATICS 4 OF 4			
No.	Description	Date	Designed: DGD Drawn: RCA Checked: KMF	Date	Plan No.	Sheet No.	
Revisions				March 2025	XXX-XX	7 of 8	

STATE	FEDERAL AID		STATE	SHEET
	ROUTE	PROJECT		
VA	---	STP-5104 (326)	---	U000-104-365, B620, C501, P101



GENERAL NOTES:

- Phase 1

 1. Close Rte. 250 Bypass EB.
 2. Deliver Girders 3 and 4.
 3. Complete assembly of Girders 3 and 4 with Field Splices.
 4. Install Cross Frames between Girders 3 and 4.
- Phase 2

 1. Close Rte. 250 Bypass EB and WB and Shared Use Path during nighttime closure allowance times.
 2. Pick Girders 3 and 4 with Cross Frames using 2 - XXXXW Cranes - XXXft Boom, Min. : Boom Angle = 62 Deg., Oper. Rad. = XX'.
 3. Secure Girders in place.
 4. Open Rte. 250 Bypass EB and WB.
- Phase 3

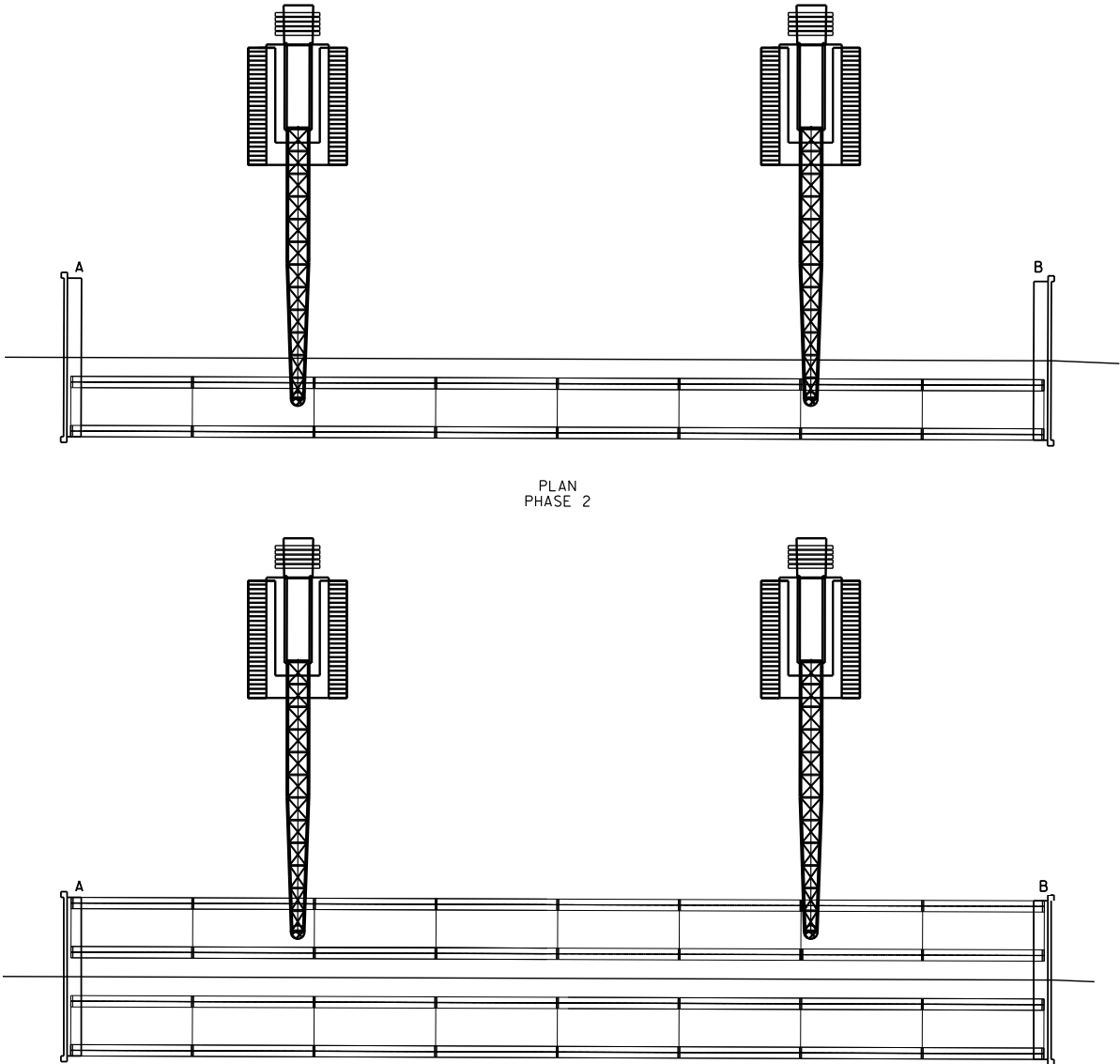
 1. Close Rte. 250 Bypass EB.
 2. Deliver Girders 1 and 2.
 3. Complete assembly of Girders 1 and 2 with Field Splices.
 4. Install Cross Frames between Girders 1 and 2.
- Phase 4

 1. Close Rte. 250 Bypass EB and WB and Shared Use Path during nighttime closure allowance times.
 2. Pick Girders 1 and 2 with Cross Frames using 2 - XXXXW Cranes - XXXft Boom, Min. : Boom Angle = 62 Deg., Oper. Rad. = XX'.
 2. Secure Girders in place.
 4. Open Rte. 250 Bypass EB and WB.
- Phase 5

 1. Install Cross Frames between Girders 2 and 3. No installation is allowed over live traffic (pedestrian traffic included).
 2. Install Stay-in-place forms between Girders 1, 2, 3, and 4. No installation is allowed over live traffic (pedestrian traffic included).

Erection will occur at night with a total lane closer of Route 250 Bypass.

Note:
This is a schematic only. It is not a working drawing. The Contractor shall submit complete details of proposed erection methods and equipment in accordance with the specifications.



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PLAN
PHASE 4

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				CITY OF CHARLOTTESVILLE			
				ERECTION PLAN			
No.	Description	Date	Designed: DGD Drawn: RCA Checked: KMF	Date	Plan No.	Sheet No.	
Revisions				March 2025	XXX-XX	8 of 8	

ATTACHMENT G

DESIGN PUBLIC HEARING HANDOUTS

DESIGN PUBLIC HEARING - JULY 15, 2025

Dairy Road Bridge Replacement Project

VDOT PROJECT NUMBER: U000-104-365, UPC 118295

FEDERAL PROJECT NUMBER: STP-5104(326)

www.dairyroadbridge.org

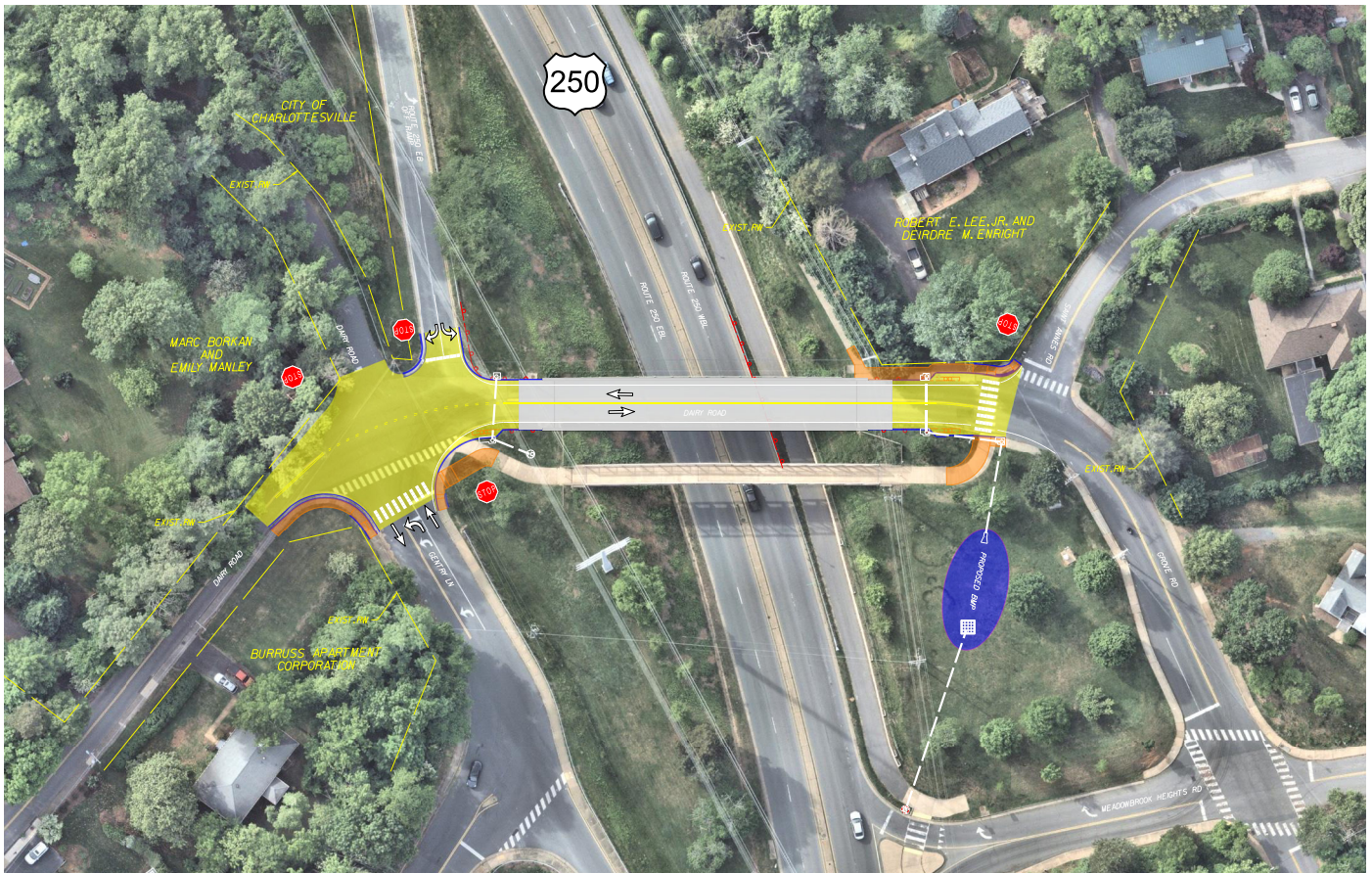


Design Public Hearing

Welcome to the Design Public Hearing for the Dairy Road bridge replacement project. This meeting provides an opportunity for any person, acting on his or her behalf or representing a group or governmental agency, to review the displayed project exhibits and give the City of

Charlottesville comments and/or suggestions on this project. Verbal comments will be accepted during tonight's hearing. Written statements may be submitted via comment forms, in writing to the City on or before July 25, 2025, via email or mail (address included on back page of this brochure).

Project Overview



Project Description

The existing Dairy Road bridge over Route 250 Bypass has reached the end of its useful life. Recent inspection data dated March 6, 2025, shows an overall condition of the bridge as “poor.” A full replacement of the bridge is necessary and has been funded through the State of Good Repair (SGR) program using a combination of state and federal dollars.

An engineering review of the existing bridge substructure has determined that phasing construction of the new bridge while maintaining traffic on half of the existing bridge is not feasible due to the nature of the foundation work required and the structural needs of current bridge design standards. Building a bridge “off alignment” to either the east or west of the existing bridge while maintaining traffic will require considerable permanent impacts to adjacent private properties, significant and costly reconstruction of the approach roadways, and/or removal of the dedicated pedestrian bridge

the City completed in 2017. Therefore, the most cost-effective and least impactful replacement method is to close the bridge entirely, demolish the existing bridge, and build a new bridge in its place. A complete structure replacement presents the most effective solution for extending the bridge’s service life while offering the greatest potential to optimize the bridge’s geometric design and substantially enhance safety.

The pedestrian bridge will remain open during construction, except for short-term closures as bridge construction activities dictate the closure of the bridge for the safety of pedestrians/cyclists.

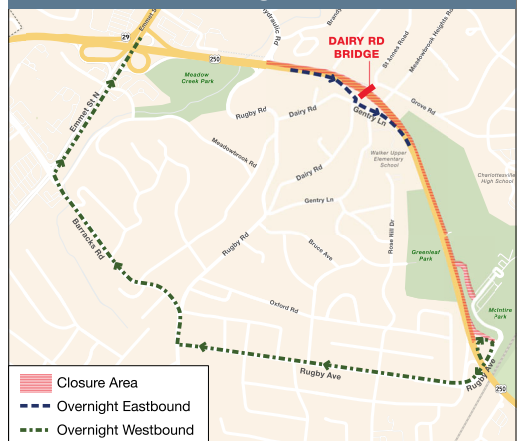
Proposed Detours

The Dairy Road bridge over the Route 250 Bypass is expected to be closed for 12-14 months during construction. The City of Charlottesville has developed official detour routes that will be signed for the duration of construction. The routes were analyzed

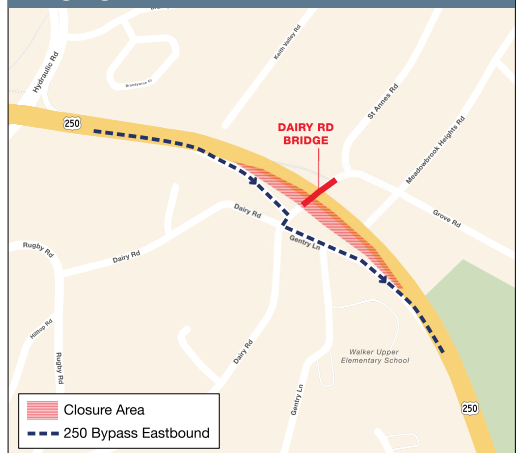
Maintenance of Traffic - Dairy Road Detour



Intermittent Overnight Detour



Staging Detour



and selected to minimize inconvenience to the traveling public. During construction activities, the City will perform the following temporary improvements along the proposed detour routes to help minimize the impacts of traffic:

- Install a temporary traffic signal at the intersection of Rugby Avenue and the US-250 Bypass eastbound off-ramp to help facilitate traffic flow through this intersection
- Review and adjust traffic signal timings along the detour routes while the detour is in place

The City will continue to monitor traffic conditions on the detour route during construction and will consider additional improvements, as needed.

Estimated Project Schedule

Milestone	Planned Date*
Public Hearing	July 15, 2025
Advertisement for Construction	August 2026
Construction Activities Begin	December 2026
Bridge Closed	February 2027
New Bridge Reopened	March 2028
Construction Complete	May 2028

** Future dates are an estimate and subject to change. The City of Charlottesville’s goal is to complete this project as quickly, efficiently, and safely as possible with minimal inconvenience to the public. The safety of the public is paramount to the City of Charlottesville.*

Right-of-Way

Improvements are not expected to require the acquisition of land for right-of-way and easements. However, as the City of Charlottesville further develops the design of the project, should easements or right-of-way be required impacted property owners will be informed of the exact location of right-of-way and easements during the formal right-of-way acquisition process.

Information about right-of-way acquisitions is provided in VDOT’s brochure entitled Right-of-Way and Utilities: A Guide for Property Owners and Tenants, which is available at the right-of-way table at the public hearing or online at

www.vdot.virginia.gov/media/vdotvirginiagov/doing-business/technical-guidance-and-support/right-of-way-and-utilities/a-guide-for-property-owners-and-tenants_acc-2025-06-04.pdf. After this meeting, information regarding right-of-way acquisition may be obtained from the City of Charlottesville Department of Public Works located at 305 4th Street NW, Charlottesville, VA 22903.

Estimated Project Cost and Funding

The City of Charlottesville is a recipient of a “State of Good Repair” program grant from VDOT, which will use a combination of state and federal funds. The current project is estimated to cost \$12,620,000, inclusive of engineering and construction.

The State of Good Repair (SGR) bridge program provides funding for National Bridge Inventory (NBI) bridges in poor condition or in fair condition that are owned by the Virginia Department of Transportation and/or localities. Project scopes for the SGR program are established to preserve, reconstruct, or replace damaged or deteriorated elements in the most practical and cost-effective manner and include measures (materials, technologies or details) to mitigate future deterioration. Costs associated with additional scope elements beyond the recommended bridge repair/replacement are the responsibility of the City of Charlottesville.

Environmental Review

VDOT has prepared environmental reviews and performed coordination efforts to obtain information about environmental resources within the project vicinity. Natural and historic resource agencies have been provided with an opportunity to review and comment on the project during its development. Opportunities for avoidance, minimization, and mitigation of environmental impacts have been identified. The National Environmental Policy Act (NEPA) is applicable to this project and a NEPA document (Programmatic Categorical Exclusion) has been prepared in cooperation with the Federal Highway Administration (FHWA) and in accordance with federal guidelines.

The NEPA document includes information from various technical reviews including those related to natural resources, water quality, water resources, threatened and endangered species,

and other quantifiable impacts. In compliance with the National Historic Preservation Act, Section 106 and 36 CFR Part 800, information concerning the potential effects of the proposed project on properties listed in or eligible for listing in the National Register of Historic Places also has been evaluated.

The draft environmental document is available for review at this meeting and on the project website. At this time, the project has received a ruling of no adverse effect from the Virginia Department of Historic Resources (VDHR) due to little or no impact on historic resources.

Federal Aid

This is a federal aid project; FHWA must approve the need for the proposed highway improvements as well as the environmental documents, plans, specifications, cost estimates, right-of-way acquisitions, and construction procedures. This process provides additional assurance that federal, state, and local goals and objectives are met and that opportunity for public participation is provided. Federal and state regulations require that a wide range of factors and impacts are considered and that the final decisions are made in the best overall public interest.

Civil Rights

It is the responsibility of the City of Charlottesville to ensure that all members of the community are afforded an opportunity to participate in public decisions about transportation systems and projects affecting them, which is why your input is greatly encouraged.

The City of Charlottesville and VDOT ensures non-discrimination and equal employment in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964. No person shall be excluded from participation in or be denied the benefits of, or be subjected to, discrimination under any program or activity receiving federal financial assistance. If you feel you have been denied participation in, or denied benefits of, or been subjected to discrimination, in regard to this project or otherwise discriminated against because of your race, color, national origin, gender, age, or disability, you may contact the Virginia Department of Transportation, Office of Equal Opportunity, 1401 E. Broad Street, Richmond, Virginia 23219 or phone (804) 786-2835 or TDD (800) 307-4630, TTY/TDD 711.

Get Involved

The public is encouraged to submit written comments about the design plans at the meeting by mail or email. All comments need to be submitted to the City of Charlottesville, Department of Public Works, Attn: Najeeb

Behnam, 305 4th Street NW, Charlottesville, VA 22903 or to behnamn@charlottesville.gov by July 25, 2025 in order to be included in the official meeting record.

Contact Information

Primary Contact:
Najeeb Behnam

434-459-9763
behnamn@charlottesville.gov

Project Manager, Capital Development Division,
Department of Public Works

305 4th Street NW
Charlottesville, VA 22903



Visit the project website for updates and relevant documents: www.dairyroadbridge.org

Use the QR code or visit the project website to submit your comments:



Dairy Road Bridge Replacement Project

VDOT PROJECT NUMBER: U000-104-365, UPC 118295

FEDERAL PROJECT NUMBER: STP-5104(326)



Frequently Asked Questions (“FAQs”)

Project Need

1. What’s wrong with the current bridge?

The Dairy Road Bridge over Route 250 Bypass was originally constructed 72 years ago in 1953. Historically, bridges built during this period of time were designed for a 50-year life expectancy. The most recent bridge inspection report provided to the City of Charlottesville, dated March 6, 2025, classified the overall condition of the bridge as “poor.” The bridge has exceeded its original design life, and any lower condition of the bridge will require more frequent monitoring, further load restrictions, and/or corrective actions to be taken.

2. Is the current bridge safe to drive on now?

Yes. The bridge is required by FHWA to be inspected every 2 years by a licensed Professional Engineer. It was last inspected in March 2025 and is on a 12-month inspection cycle. While heavier loads are restricted from the bridge, it is safe for small trucks and passenger vehicles.

Cost and Funding

1. How much will this project cost? Who is paying for the project?

The current project is estimated to cost \$12,620,000, inclusive of engineering and construction. The City of Charlottesville is a recipient of a “State of Good Repair” (SGR) program grant from VDOT, which will use a combination of state and federal funds to complete the project. Project scopes for the SGR program are established to preserve, reconstruct, or replace damaged or deteriorated elements in the most practical and cost-effective manner and include measures (materials, technologies or details) to mitigate future deterioration.

2. Can we make enhancements to the bridge with the SGR funds?

No. Costs associated with additional scope elements beyond the recommended bridge repair/replacement are not reimbursable from the SGR program and would be the responsibility of the City of Charlottesville.

Plan and Alternatives

1. How will the current bridge be replaced?

The current bridge will be closed to traffic and then the structure and foundations will be demolished. New foundations, supports, and bridge structure will be constructed.

2. So the bridge will be completely closed during construction? How long will it take to open the new bridge?

Yes – construction will require a total closure of the current bridge. It’s expected to be closed for 12-14 months while the existing bridge is demolished and a new bridge constructed in its place.

3. Can the bridge be built in phases to keep it partially open during construction?

A phased construction approach has been investigated for feasibility. This would allow for keeping one lane open and signaling movement across the bridge with temporary traffic signals. The cycle length necessary to allow vehicles to cross the one lane bridge in the phased construction option was estimated to be upwards of a 4+ minute cycle length (or wait time) to allow each individual approaching roadway adequate time to safely traverse the work zone. Additionally, at times of peak traffic demand for vehicles waiting to cross Dairy Road bridge, it is expected that the queue length of traffic waiting to cross Dairy Road bridge will back up onto Route 250 Bypass, which poses safety concerns and potential hazards for the travelling public on the bypass. Therefore, in a phased approach the travel time benefits would be minimal, create safety problems, and would not justify the additional cost or longer construction duration required to build the bridge in this method.

The phased construction approach was also reviewed from a structural and foundation approach, in which a section of the existing Dairy Road bridge would be demolished to construct a section of the new proposed Dairy Road bridge adjacent to the existing. Additional heavier loads from the new construction would have adverse effects on the nearby existing foundations, potentially causing instability of the existing Dairy Road bridge in the phased condition. Costs to stabilize and monitor the existing Dairy Road bridge in the phased condition could be incurred, making the phased construction option more expensive than full closure of the bridge.

4. Can a new bridge be built to the side of the current bridge so that the current bridge can remain open until the new bridge is complete?

While possible, the option to either side has considerable drawbacks that offset the convenience to the public. Both are more expensive and/or more impactful to adjacent properties. Building a new bridge to the west would cause significant impacts to the private property at the northwest corner of the bridge and require the 250 off-ramp to be completely reconstructed due to its uphill grade, both of which would result in a significantly more expensive project. Building a new bridge to the east would require considerably more roadway approach work, would remove the pedestrian bridge the City completed in 2017, and could even impact Dominion's overhead transmission line tower – all of which would add significantly to the project's overall cost.

Given the state and federal funding from the SGR program is fixed, cost increases would be the responsibility of the City of Charlottesville, redirecting funding from other City programs, and delaying the project while funds are identified – which further increases the overall costs as inflation continues upwards pressure on construction costs.

5. I've heard of Accelerated Bridge Construction (ABC) where bridges can be built nearby and then slid into place to reduce the duration of the roadway closure. Is this an option for Dairy Road?

Accelerated Bridge Construction (ABC) utilizes prefabricated bridge elements to minimize typical issues associated with conventional construction, such as prolonged construction time, disruption to traffic, and project safety. Constructing the Dairy Road bridge using ABC methods to erect the bridge faster will likely add an additional 20- 30 % to the overall construction cost of this local bridge. As a rule of thumb, ABC methods are cost effective for bridges that carry a high volume of average daily traffic (ADT), such as an interstate corridor, where closures will incur a high user cost to the travelling public. It should also be noted that ABC methods do not mean accelerated bridge design. Time for design and fabrication of bridge elements will be extended beyond that of a conventional bridge project. This additional time is imperative to ensure that complex elements and ABC procedures are carefully planned and ready for execution in the field. Considering the added cost and schedule impacts, using ABC methods is not the most practical choice for this project.

Detours

1. How long will the bridge be closed?

The bridge is anticipated to be closed for 12-14 months to allow for demolition of the existing bridge and construction of a new bridge in its place.

2. How will I navigate the area with Dairy Road closed?

The City of Charlottesville has developed official detour routes that will be signed for the duration of construction. The routes were analyzed and selected to minimize inconvenience to the traveling public. However, the general public may choose any alternative route at their convenience. Maps of the signed detours are included in this brochure. They are as follows:

- **Southbound Dairy Road:** Take Meadowbrook Heights Road south, turn right onto the 250-Bypass westbound, turn right on Hydraulic Road, use the roundabout at Hillsdale Drive to make a u-turn, turn left onto 250-Bypass eastbound, exit to Dairy Road.
- **Northbound Dairy Road:** Take Gentry Lane to the 250-Bypass eastbound on ramp to 250-Bypass eastbound, exit to Rugby Ave, turn left on Rugby Ave, turn left onto the 250-Bypass westbound on-ramp, follow the 250-Bypass and turn right onto Meadowbrook Heights Road.

3. What will the City do to address traffic on the detour routes?

During construction activities, the City will perform the following temporary improvements along the proposed detour routes to help minimize the impacts of traffic:

- Install a temporary traffic signal at the intersection of Rugby Avenue and the US-250 Bypass eastbound off-ramp to help facilitate traffic flow through this intersection
- Review and adjust traffic signal timings along the detour routes while the detour is in place.

The City will continue to monitor traffic conditions on the detour route during construction and will consider additional improvements, as needed.

4. Will there be other roadway closures during construction?

Yes, bridge construction activities will require the closure of the Route 250 Bypass for short-term activities. This will only occur when absolutely necessary for bridge demolition and construction activities and will be limited to nights and limited weekends.

Construction Impacts

1. Will the existing pedestrian bridge remain open during construction?

Yes, the pedestrian bridge will remain open during construction, except for short-term closures as bridge construction activities dictate the closure of the bridge for the imminent safety of pedestrians/cyclists.

2. What time of day will construction be done? Daytime? Nighttime?

Most activities will occur during the daytime. However, to limit the impact on traffic operations on Route 250, some activities will occur overnight.

3. How will noise be abated during construction?

The construction will be bound by the City of Charlottesville's noise ordinance (City Code Section 16). Construction activities are exempt from the daytime (6:00am to 10:00pm) prohibition on noise set forth in city code Section 16-8(b). The contractor will generally be required to comply with nighttime (10:00pm to 6:00am) noise ordinance requirements.

4. What effect will the bridge construction have on emergency services?

Public Works has begun coordination with City police, fire, and the Charlottesville-Albemarle Rescue Squad to ensure their awareness of the closure. Public Works will work closely with each to notify them of the exact timing and duration of closures prior to and during construction.

5. What will happen with the CAT bus route that uses Dairy Road?

Public Works has begun coordination with CAT regarding the operations of the Route 9, which uses Dairy Road. CAT is working on an alternative route and will communicate in advance of and during construction with system patrons of the route changes.

Dairy Road Bridge Replacement Project

VDOT PROJECT NUMBER: U000-104-365, UPC 118295

FEDERAL PROJECT NUMBER: STP-5104(326)

Walker Upper Elementary School
1564 Dairy Road
Charlottesville, VA 22903

Wednesday, July 15, 2025
Open House: 6:00 PM to 8:00 PM



Comment Sheet

Name: _____

Email: _____

Address: _____

Zip Code: _____

Please respond to the following statements by checking the box that best expresses your opinion.

1. Have you had the opportunity to review and consider the information provided in the exhibits at the public forum event or project website, prior to answering these questions?

☐ Yes ☐ No

2. How frequently do you use the Dairy Road bridge?

☐ Daily ☐ 1-2 times/week ☐ a few times of month ☐ rarely

3. What is your opinion regarding the proposed project?

☐ Strongly Oppose ☐ Oppose ☐ Neutral ☐ Support ☐ Strongly Support

Optional: Expand on why you selected this answer.

4. Do you feel the information provided at this Public Hearing adequately answered your questions?

☐ Yes ☐ No

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Primary Contact:
Najeeb Behhnam

434-459-9763
behnamn@charlottesville.gov

ATTACHMENT H

DESIGN PUBLIC HEARING DISPLAYS



CITY OF
CHARLOTTESVILLE

Plan View - Proposed Condition

DAIRY ROAD BRIDGE REPLACEMENT

Virginia Department
of Transportation

VDOT

July 15, 2025 -- Public Hearing

Project Location



Charlottesville,
Virginia

North Arrow & Scale



Legend

- Proposed Asphalt
- Proposed Sidewalk
- Proposed Curb or Curb and Gutter
- Existing Right of Way
- Proposed Limits of Construction
- Proposed Guardrail

Contact Information

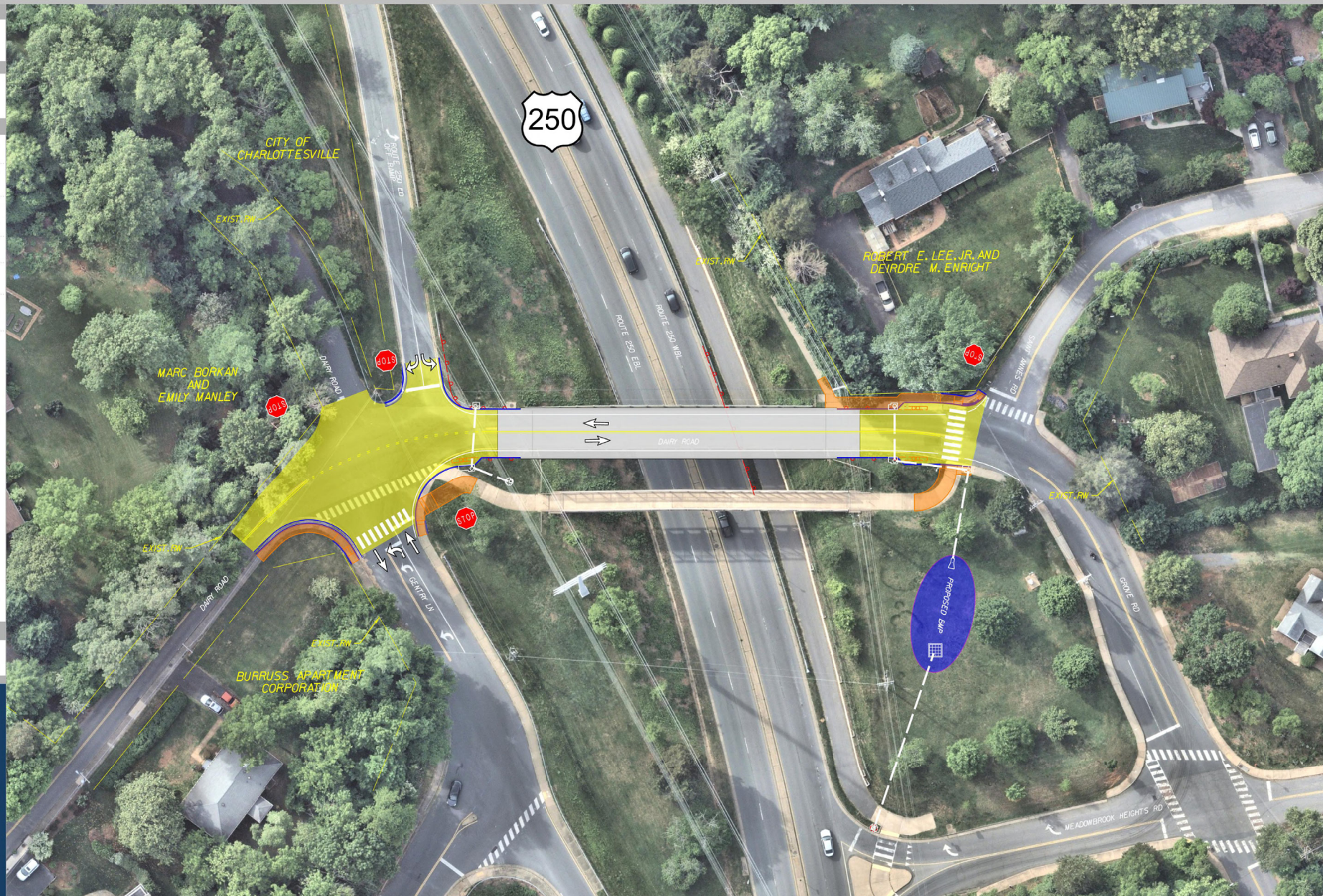
Written comments may be sent by July 25, 2025 to: Najeebullah Behnam
Project Manager - City of Charlottesville

Dairy Road Bridge Replacement

State Project: U000-104-365
UPC: 118295

These plans are unfinished and unapproved and are not to be used for any type of construction. Additional easements for utility relocations may be required beyond what is shown on these plans.

Imagery Courtesy of Nemap US, Inc.



Maintenance of Traffic - Dairy Road Detour



Intermittent Overnight Detour



Staging Detour



ATTACHMENT I

DESIGN PUBLIC HEARING PRESENTATION

dairyroadbridge.org



Comment form:





Dairy Road Bridge Replacement

Public Hearing
July 15, 2025

dairyroadbridge.org



Bridge Condition

- Current bridge was built in 1953, with a 50-year expected design life (2003)
- Bridge condition is rated “poor”
- Inspected annually, including most recently spring 2025
- Load restricted since 2007





Background

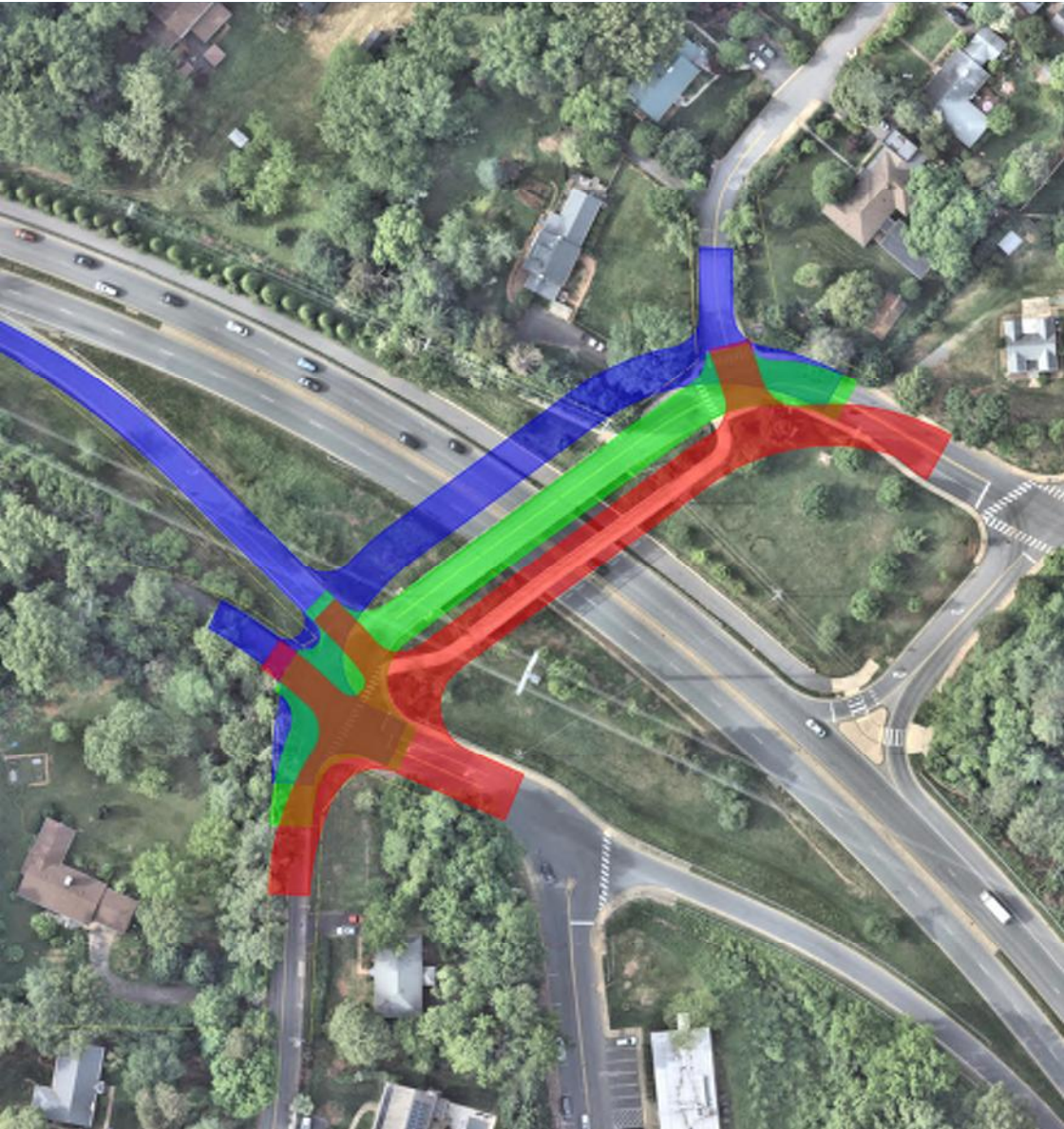
- Awarded \$7.2 Million in VDOT “State of Good Repair” funding to begin in FY2021
- Funding increase for FY2024 to \$8.1 Million
- Funding increase for FY2025 to \$12.6 Million



Funding and Cost

- VDOT's **STATE OF GOOD REPAIR** Program
- State and Federal funds
- **No City matching funds required**
- Scope limited to “replace deteriorated elements in the most practical and cost-effective manner”
- **Funding and scope is fixed**



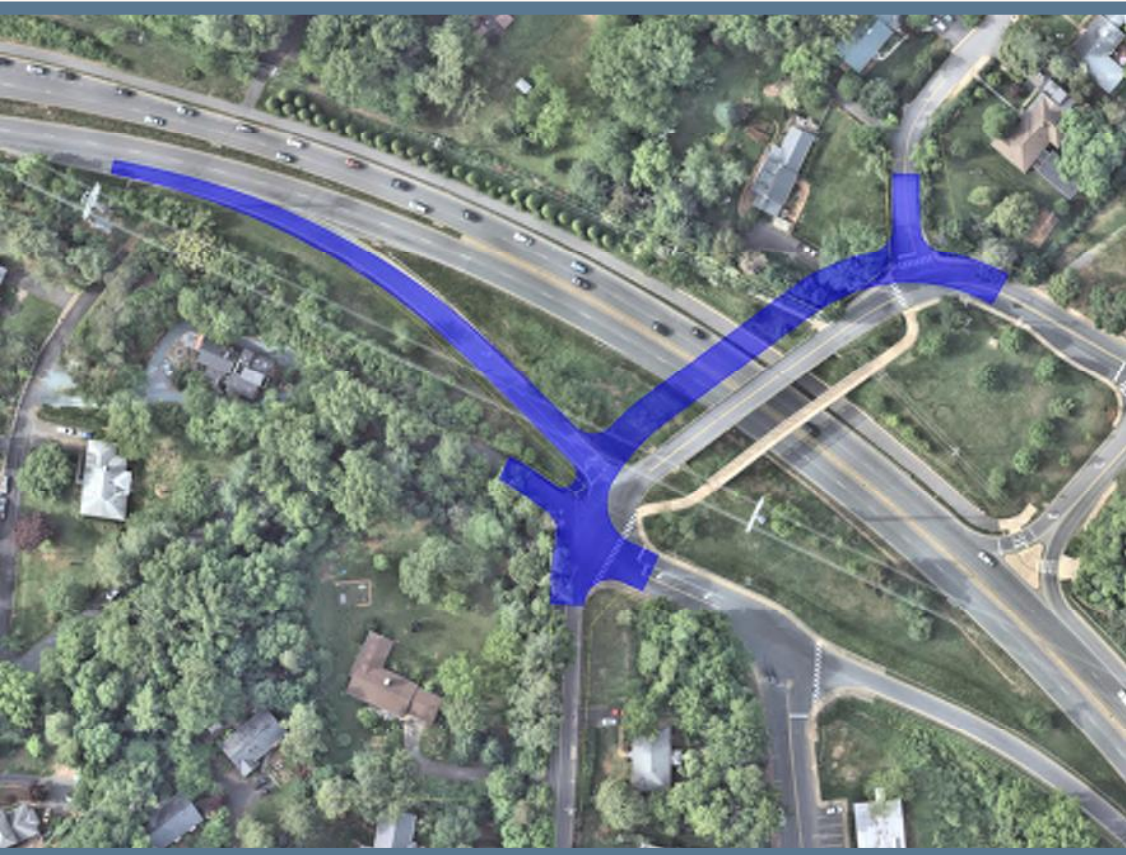


Alternatives Considered

- **Current plan: Demolish and rebuild in place (green option)**
- Eliminated options due to cost and/or other impacts:
 - A) Build parallel bridge (to east or west)
 - B) Build bridge in half
 - C) Innovative/accelerated methods to build “slide-in” bridge



Parallel Alternatives



Dairy Road Bridge Replacement – Public Hearing

Western Option

- Costly impacts to 250-Bypass off-ramp
- Significant property impacts at St. Anne's Road
- Property impacts at southwest corner
- More significant utility impacts
- Construction start delayed ~18 months
- ~50% higher total project cost



Parallel Alternatives



Dairy Road Bridge Replacement – Public Hearing

Eastern Option

- Removes pedestrian bridge during construction
- More significant utility impacts
- Potential impacts to Dominion overhead transmission lines
- Property impacts at Dairy Road and Gentry Lane
- Construction start delayed ~18 month
- ~45% higher total project cost

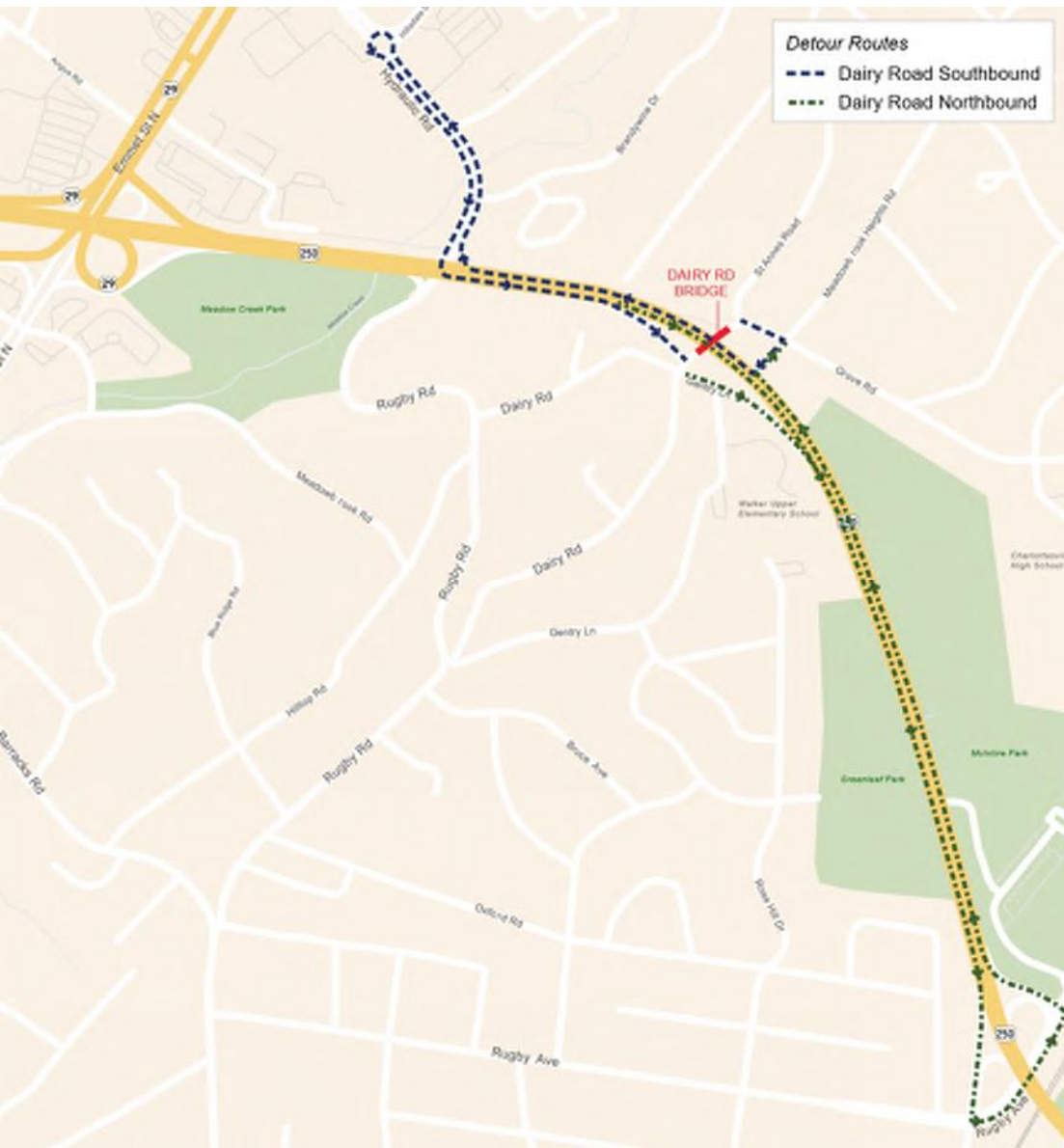


In-Place Alternative (Staged Construction)

- \$\$** Partial demolition and reconstruction
- \$\$** Uses temporary signal trailer for one-way operations
- \$\$** Signal wait times of 4+ minutes (higher in peak hours) (detour is 3 – 7 minutes)
- X** Existing bridge foundation prevents staged construction



Source: aasafetyinc.com



Detours

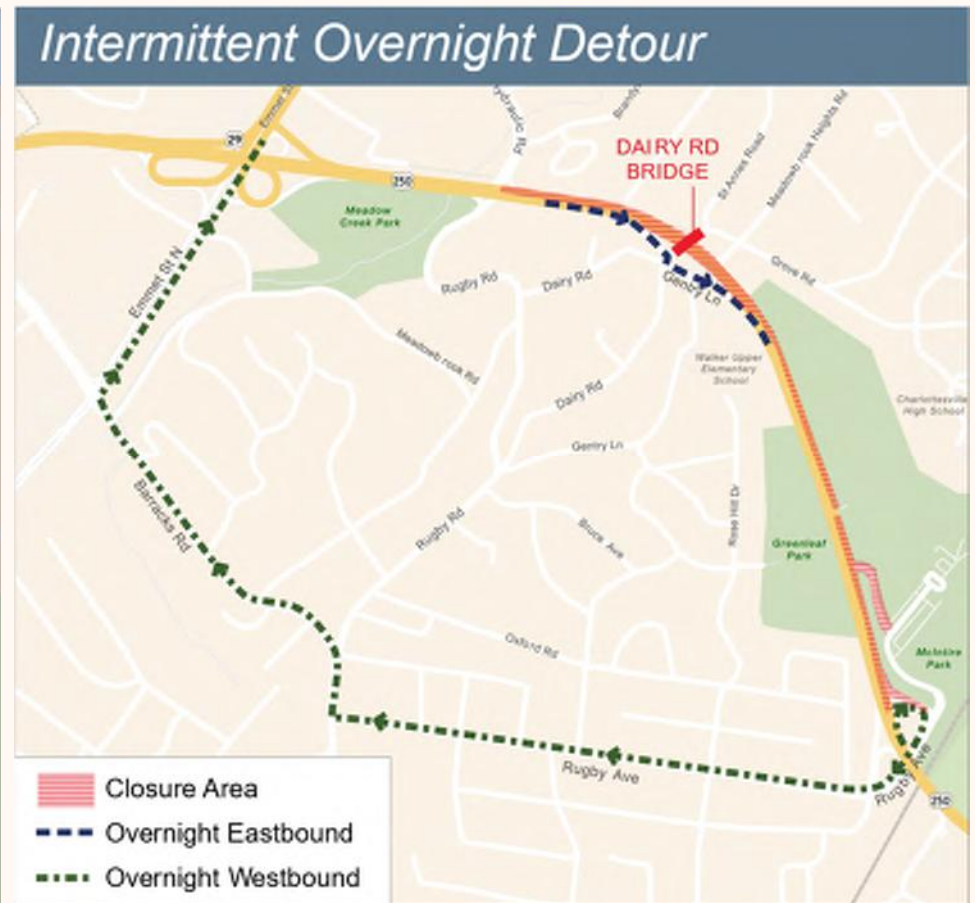
- Dairy Road bridge to be closed 12-14 months
- Temporary improvements to minimize impacts
 - Temporary signal at Route 250 eastbound off-ramp at Rugby Ave
 - Review signal timing at Hydraulic Road and Route 250 bypass
- Limited (night and/or weekend) closure of 250-Bypass



Detours



Dairy Road Bridge Replacement – Public Hearing



Schedule

Milestone	Planned Date
Public Hearing	July 15, 2025
Advertisement for Construction	August 2026
Construction Activities Begin	December 2026
Bridge Closed	February 2027
New Bridge Reopened	March 2028
Construction Complete	May 2028



dairyroadbridge.org



Comment form:



ATTACHMENT J

NEPA DOCUMENT COVER


**Environmental Division
NEPA Programs**
Programmatic Categorical Exclusion (PCE)

Project Information			
Project Name:	Dairy Road Bridge	Federal Project#:	STP-PM07(326)
Project Number:	U000-104-365, B620, C501, P101	Project Type:	Construction
UPC:	118295	Charge Number:	
Project Number(Assoc)(UPC):			
Route Number:	9999	Route Type:	Urban
Project Limit--From:	DAIRY RD OVER RTE. 250 BYPASS	To:	DAIRY RD OVER RTE. 250 BYPASS
IPM Project Description:	#SGR21LB - DAIRY ROAD OVER RTE 250 BYPASS (FED ID 20073)		
Additional Project Description:	To remove an existing structure (bridge) with a sufficiency rating of 15/100 and install a new structure (bridge).		
Purpose And Need:	The purpose of this project is to improve the existing crossing of Dairy Road bridge over the Route 250 bypass by providing a legal load bridge, in context with the geometry and setting of the existing bridge, capable of carrying emergency equipment and passenger vehicles.		
District:	City/County:	Residency:	
Culpeper	Charlottesville	Charlottesville	

The subject project meets the criteria for a Programmatic Categorical Exclusion in accordance with:

X 23 CFR 771.117

Description of PCE Category:

c28 Bridge rehabilitation, reconstruction, or replacement or the construction of grade separation to replace existing at-grade railroad crossings, if the actions meet the constraints in paragraph (e) of this section.

UNUSUAL CIRCUMSTANCES:

NO Significant environmental impacts

Determination: There are no significant environmental impacts, as per the City of Charlottesville Project Manager and VDOT Culpeper District Document Staff.

NO Substantial controversy on environmental grounds

Determination: There is no controversy on environmental grounds, as per the City of Charlottesville Project Manager and the VDOT Culpeper District Document Staff.

- NO** Significant impact on properties protected by Section 4(f) of the Department of Transportation Act or Section 106 of the National Historic Preservation Act
Determination: There are no significant impacts on properties protected by Section 4(f) of the Department of Transportation Act or Section 106 of the National Historic Preservation Act, as per the VDOT Culpeper District Document Staff and the VDOT Fredericksburg District Regional Cultural Resources Staff.
- NO** Inconsistencies with any Federal, State, or local law, requirement or administrative determination relating to the environmental aspects of the action
Determination: There are no inconsistencies with any Federal, State, or local law, requirement or administrative determination relating to the environmental aspects of the action, as per the City of Charlottesville Project Manager and the VDOT Culpeper District Document Staff.

IMPACTS:

- NO** Involves acquisition of more than minor amounts of temporary or permanent right of way acquisition
Determination: Minimal right of way or easements will be necessary to construct this project, as per the City of Charlottesville Project Manager and the EQ429 dated 07/28/22.
- NO** Involves acquisitions that result in more than limited residential and non-residential displacements, based on the context and intensity of the impact
Determination: The project will not result in any displacements, as per the City of Charlottesville Project Manager.
- NO** Results in capacity expansion of a roadway by addition of through lanes
Determination: This project will not result in any capacity improvements.
- NO** Involves the construction of temporary access, or the closure of an existing road, bridge, or ramps, that would result in major traffic disruptions, based on the context and intensity of the impact
Determination: The scope is limited to the existing facility and does not require construction of temporary access routes. Any potential lane or roadway closures would be temporary in nature and short in duration, as per the City of Charlottesville Project Manager.
- NO** Results in a determination of adverse effect on historic properties pursuant to Section 106 of the National Historic Preservation Act (54 U.S.C. §306108)
Determination: The project will have no effect on historic properties, as per the VDOT Fredericksburg District Regional Cultural Resource Staff.
- NO** Requires the use of properties protected by Section 4(f) (49 U.S.C. § 303/23 U.S.C. § 138) that cannot be documented with an FHWA de minimis determination, or a programmatic Section 4(f) evaluation signed by FHWA
Determination: There is no use of Section 4(f) resources in the project area, as per the VDOT Culpeper District Document Staff.
- NO** Requires the acquisition of lands under the protection of Section 6(f) of the Land and Water Conservation Act of 1965 (54 U.S.C. § 200305) or other unique areas or special lands that were acquired in fee or easement with federal public-use-money and have deed restrictions or covenants on the property
Determination: The project will not require Section 6(f) land or other unique areas or special lands, as per the VDOT Culpeper District Document Staff.
- NO** Requires a U.S. Army Corps of Engineers Section 404 (33 U.S.C. § 1344 permit other than a Nationwide or a General Permit)
Determination: The scope of work included in the project description does not involve any work that would impact or affect water quality, regulated wetlands, streams or navigable waters that would result in an Individual Permit.
- NO** Requires a U.S. Coast Guard bridge permit (33 U.S.C. § 401)
Determination: The project will not require a U. S. Coast Guard bridge permit, as per the VDOT Culpeper District Document Staff.

- NO** Requires work that will cause an increase of the flood level by more than one foot within a regulatory floodway of water courses or water bodies or work affecting the base floodplain (100-year flood) elevations of a water course or lake, pursuant to 23 CFR §650 subpart A
Determination: The scope of work included in the project description would not result in any new water crossings, additional fill, or increased impervious surface area encroaching on existing floodways; therefore the work will not increase existing flood levels.
- NO** Is defined as a "Type I project" per 23 CFR §772.5 and the VDOT noise manual for purposes of a noise analysis
Determination: A Noise study is not required, as per the VDOT Central Office Noise Staff.
- NO** Is likely to adversely affect federally listed species or designated critical habitat, with the exception of a "may affect, likely to adversely affect" (MALAA) determination for the Northern Long-Eared Bat or Indiana Bat when the project is within the scope of the range-wide programmatic consultation for those species
Determination: Based on a review of the appropriate data sources, No T&E resources are documented or are suspected to be a concern for this project, as per the VDOT Culpeper District Natural Resource Staff.
- NO** Involves any known or potential hazardous materials issues that represent a substantial liability or require substantial regulatory negotiation to resolve. Sites representing substantial liability would not include minor issues such as low-level petroleum impacts or minimal solid waste
Determination: The project will not have hazardous materials issues that represent a substantial liability or require substantial regulatory negotiation to resolve. As a Locally Administered Project (LAP) Clearance will result from the locality signing the EQ 121 attesting completion of its HAZMAT investigation including the screening of the structure for Asbestos containing materials (ACMs) and conducting the BAT Survey. Considering that the City and the contractor will comply with the above requirements, the project will be cleared for advertisement once VDOT obtain the Signed EQ121 Form.
- NO** Does not meet the provisions of the "Planning Documents and NEPA Approvals" document. In accordance with 23 CFR §450 and the FHWA/VDOT/Federal Transit Administration/Virginia Department of Rail and Public Transportation MOA Statewide Transportation Improvement Program (STIP) Procedures MOA, actions listed in 23 CFR §771.117(c) and 23 CFR §771.117(d) may be grouped
Determination: This project is consistent with applicable provisions, as per the VDOT Culpeper District STIP grouping "Preventative Maintenance and System Preservation."
- NO** Causes disproportionately high and adverse effects on any minority or low-income populations
Determination: The project will not result in any relocations, displacements, major traffic disruptions or disruption of community or emergency services, as per the VDOT Culpeper District Document Staff.
- NO** Involves consideration of multiple NEPA alternatives
Determination: The project will not require additional NEPA review beyond what is covered under this document.
- NO** Is an action listed in 23 CFR §771.115(a)
Determination: The project does not significantly effect the environment requiring the preparation of an Environmental Impact Statement, as per the VDOT Culpeper District Document Staff.
- NO** Involves unusual circumstances, pursuant to 23 CFR §771.117(b)
Determination: The project does not involve unusual circumstances, as per the VDOT Culpeper District Document Staff.

Crofford, Richard O

12/02/2022

Environmental Manager, CE Determination

Date

Dairy Road Bridge Replacement

City Council Design Approval
November 17, 2025

dairyroadbridge.org



Project Purpose

- Current bridge was built in 1953, with a 50-year expected design life (2003)
- Bridge condition is rated “poor”
- Inspected annually, including most recently spring 2025
- Load restricted since 2007





Background

- Awarded \$7.2 Million in VDOT “State of Good Repair” funding to begin in FY2021
- Funding increase for FY2024 to \$8.1 Million
- Funding increase for FY2025 to \$12.6 Million

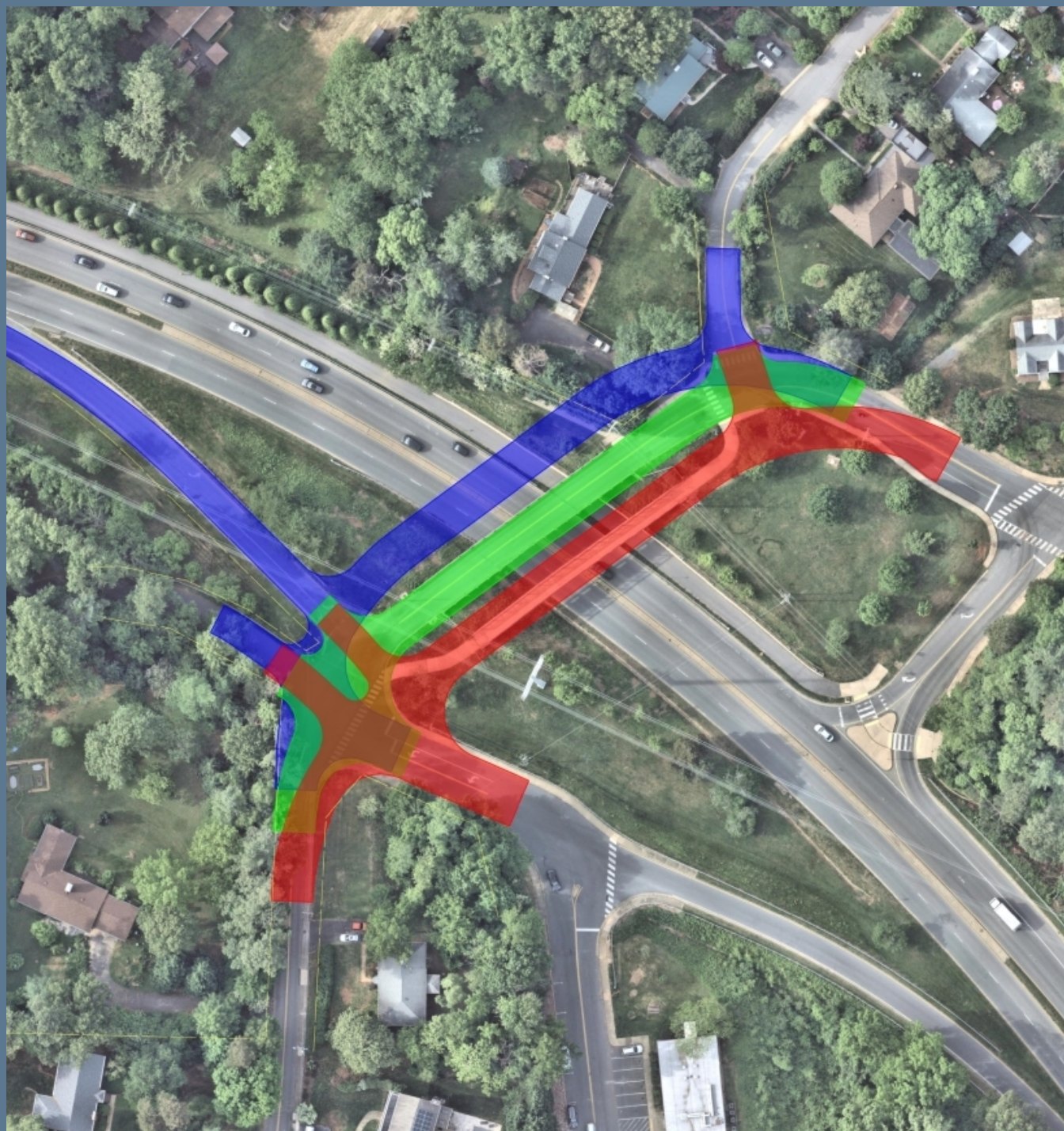
Funding and Cost

- VDOT's STATE OF GOOD REPAIR Program
- State and Federal funds
- No City matching funds required
- Scope limited to “replace deteriorated elements in the most practical and cost-effective manner”
- **Funding and scope is fixed**



Alternatives Considered

- **Current plan: Demolish and rebuild in place (green option)**
- Eliminated options due to cost and/or other impacts:
 - A) Build parallel bridge (to **east** or **west**)
 - B) Build bridge in half
 - C) Innovative/accelerated methods to build “slide-in” bridge



Parallel Alternatives

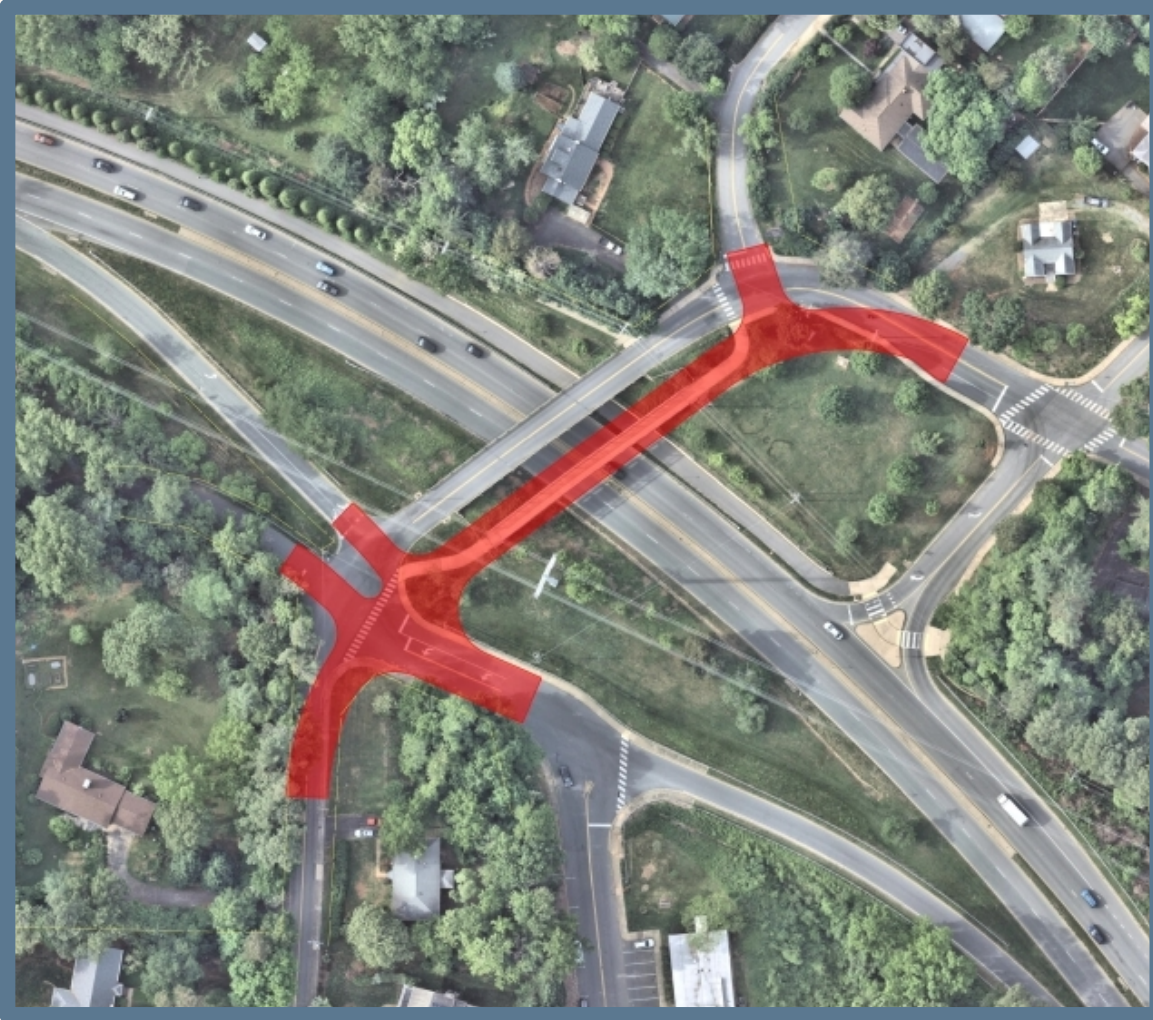


Western Alt.

- Costly impacts to 250-Bypass off-ramp to make up grade change
- Significant property impacts at St. Anne's Road
- Property impacts at southwest corner
- More significant utility impacts
- Redesign would delay construction approximately 18 months
- Estimated ~50% higher total project cost



Parallel Alternatives



Eastern Alt.

- Removes pedestrian bridge during construction
- More significant utility impacts
- Potential impacts to Dominion overhead transmission lines (extremely costly)
- Property impacts at Dairy Road and Gentry Lane
- Redesign would delay construction approximately 18 months
- Estimate ~45% higher total project cost



In-Place Alternative (Staged Construction)

Demolish half of bridge, maintain traffic on one half while reconstruction occurs on other half

- \$\$** More complex staging/prolonged construction
- \$\$** Uses temporary signal trailer for one-way operations
- \$\$** Signal wait times of 4+ minutes (higher in peak hours) (detour is 3 – 7 minutes)
- X** Existing bridge foundation prevents staged construction in place



Source: aasafetyinc.com



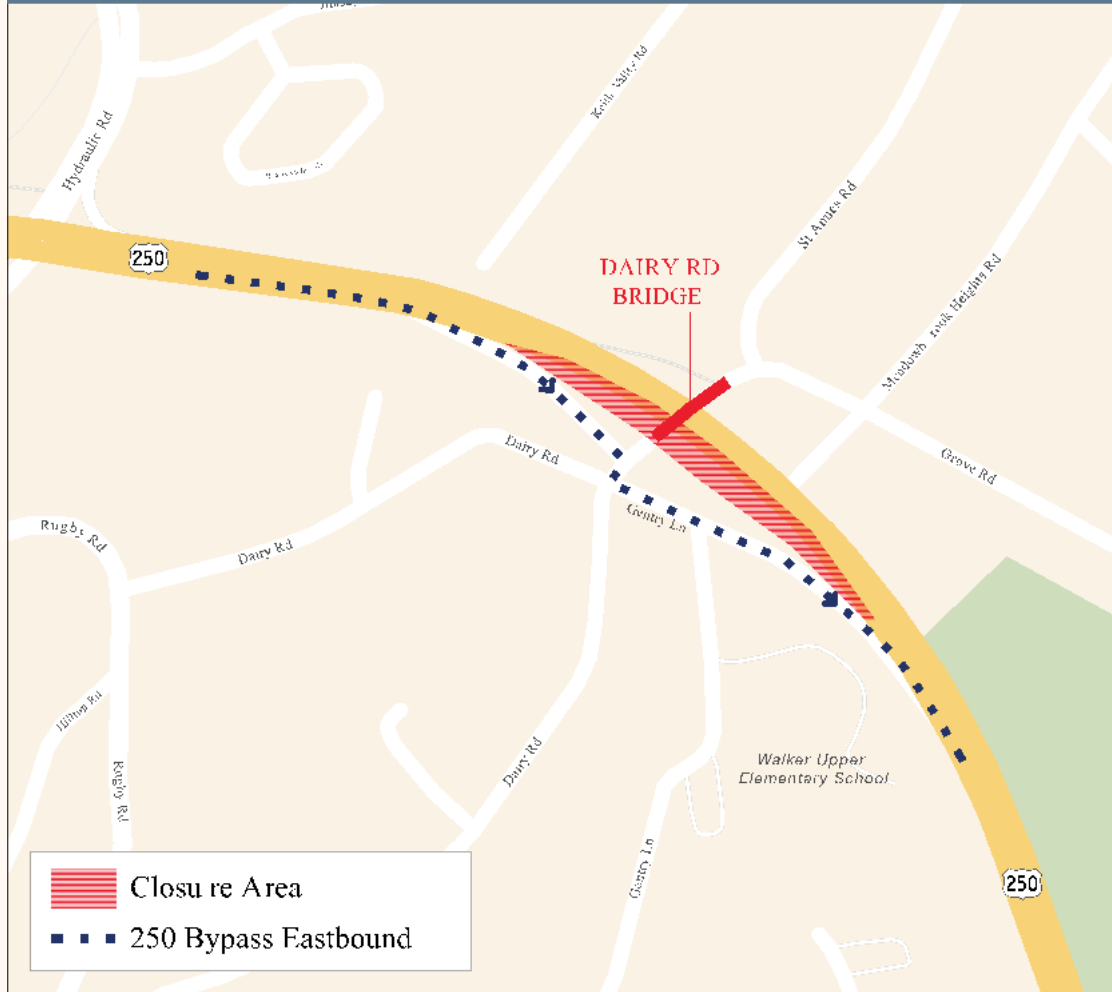


Detours

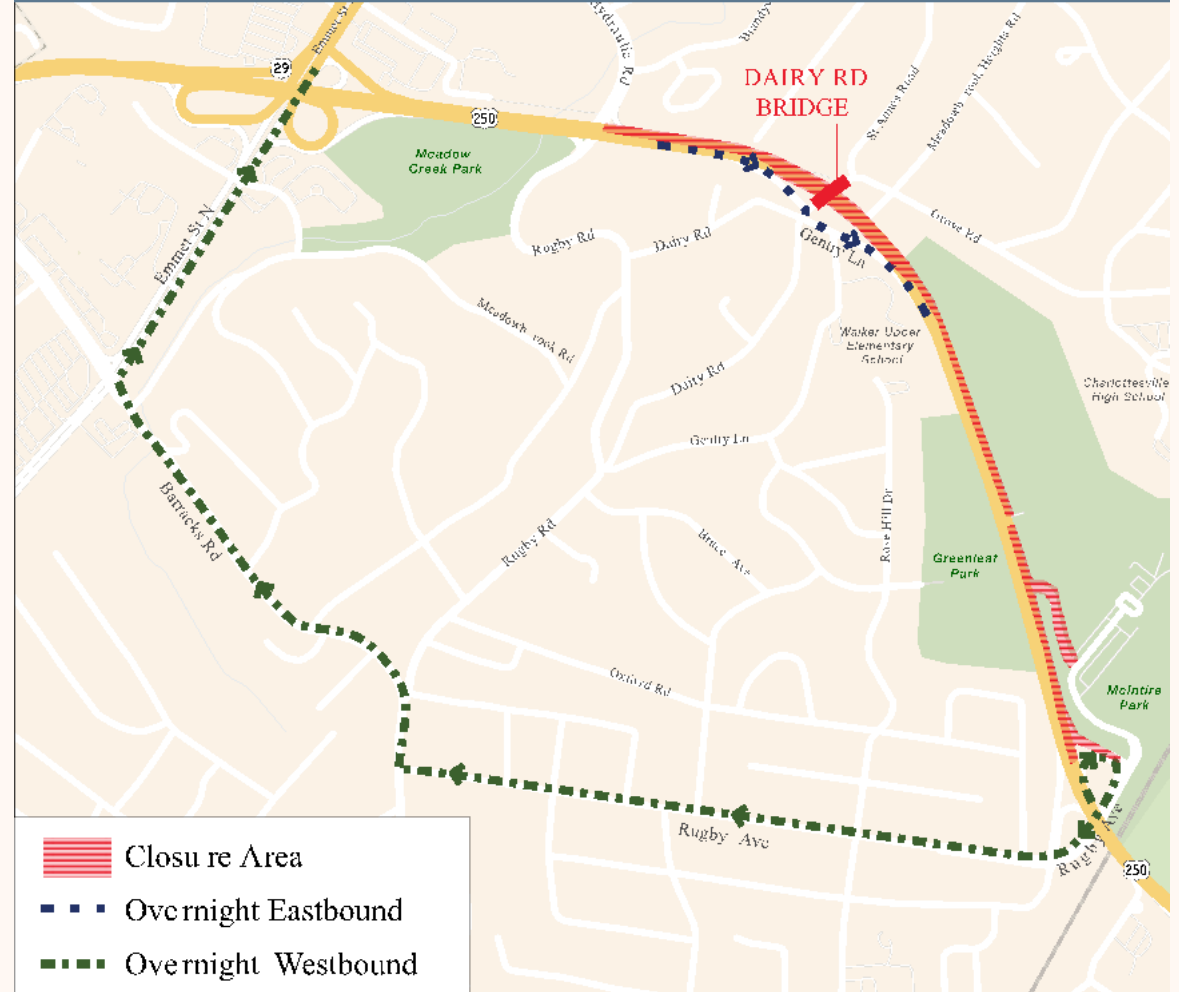
- Dairy Road bridge to be closed 12-14 months
- All local roadways remain open as options, however there will be two signed detour routes
- Temporary improvements to minimize impacts
 - Temporary signal at Route 250 eastbound off-ramp at Rugby Ave
 - Review signal timing at Hydraulic Road and Route 250 bypass
- Limited (night and/or weekend) closure of 250-Bypass

Detours

Staging Detour



Intermittent Overnight Detour



Public Hearing Summary

- Public Hearing was held at Walker Upper Elementary School, July 15, 2025
 - Total attendance (signed-in): 44 people
- Total of 16 official comments received
 - 14 via online form
 - 1 email
 - 1 verbal
- Online comments:
 - 38% in support of project
 - 23% neutral
 - 38% opposed

DESIGN PUBLIC HEARING - JULY 15, 2025

Dairy Road Bridge Replacement Project

VDOT PROJECT NUMBER: U000-104-365, UPC 118295

FEDERAL PROJECT NUMBER: STP-5104(326)

www.dairyroadbridge.org

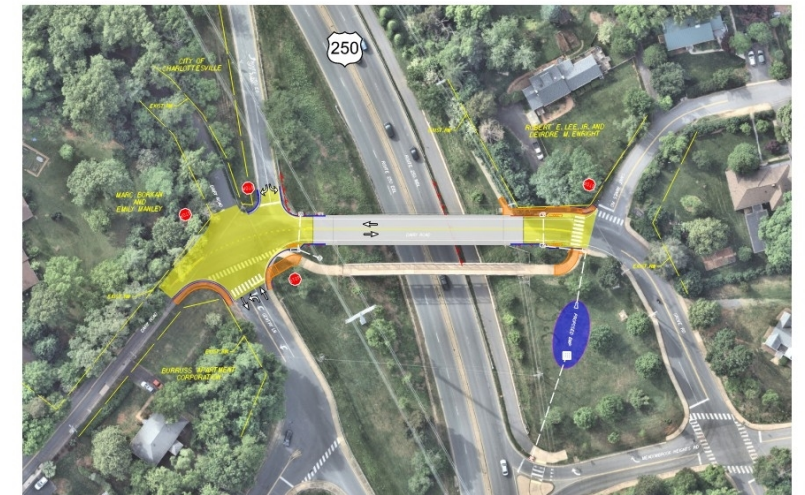


Design Public Hearing

Welcome to the Design Public Hearing for the Dairy Road bridge replacement project. This meeting provides an opportunity for any person, acting on his or her behalf or representing a group or governmental agency, to review the displayed project exhibits and give the City of

Charlottesville comments and/or suggestions on this project. Verbal comments will be accepted during tonight's hearing. Written statements may be submitted via comment forms, in writing to the City on or before July 25, 2025, via email or mail (address included on back page of this brochure).

Project Overview



City of Charlottesville



Public Comments

Three main themes/concerns:

1. Numerous requests were received to **make the bridge more visually appealing.**
 - a. The City will **add aesthetic and architectural treatments** to the proposed bridge design. These will include: painting the girders, adding a decorative steel railing in lieu of concrete-only barrier, and finishing all foundation walls with an architectural stone finish.
 - b. The bridge will more closely mimic the Route 250 bridge at McIntire Road/John W. Warner Parkway when construction is complete.



Public Comments

Three main themes/concerns:

2. The **length of construction** was commonly cited as **longer than desired**.
 - a. The City will explore ways to design the bridge in a way that allows for **quicker construction**
 - b. The City plans to explore **providing monetary incentives** for the contractor to open the bridge ahead of the contractual schedule



Public Comments

Three main themes/concerns:

3. The **impacts of the proposed detour** were a common concern. This was the most-cited complaint of the project.
 - a. The City plans to closely monitor traffic patterns once the detour is implemented to see if additional mitigation measures are necessary.
 - b. Mitigations may include:
 - Signal timing adjustments
 - Temporary changes to signing/markings along affected routes
 - Increased traffic enforcement on affected neighborhood streets



Projected Schedule

Milestone	Planned Date
Public Hearing	July 15, 2025
Advertisement for Construction	August 2026
Construction Activities Begin	December 2026
Bridge Closed	February 2027
New Bridge Reopened	March 2028
Construction Complete	May 2028



Questions?

dairyroadbridge.org





Dairy Road Bridge - View from the West





Dairy Road Bridge - View from the East



Policy Briefing Summary

City Council



Regarding:	Presentation of the FY25 audit results by the City's auditors
Staff Contact(s):	Chris Cullinan, Director of Finance, Charles Clemmer
Presenter:	Chris Cullinan, Director of Finance, Auditors-Robinson, Farmer, Cox and Associates
Date of Proposed Action:	December 15, 2025

Issue

The Code of Virginia requires that localities have their accounts and records audited annually as of June 30 by an independent certified public accountant in accordance with the specifications furnished by the Auditor of Public Accounts (APA).

Background / Rule

State Code requires the City's auditor to report to the governing body at a public session. Michael Lupton, CPA, MBA from Robinson, Farmer, Cox and Associates will present their report to City Council for Fiscal Year 2025 (July 1, 2024 - June 30, 2025).

Analysis

The FY25 Annual Comprehensive Financial Report (ACFR) will be available on the City's website by December 31, 2025.

Financial Impact

N/A

Recommendation

N/A

Recommended Motion (if Applicable)

N/A

Attachments

None