



CITY COUNCIL AGENDA
January 4, 2016

- 6:00 p.m.** **Closed session as provided by Section 2.2-3712 of the Virginia Code**
Second Floor Conference Room (Appointments to Boards & Commissions)
- 7:00 p.m.** **Regular Meeting**
Council Chambers
- CALL TO ORDER**
PLEDGE OF ALLEGIANCE
ROLL CALL
- ORGANIZATIONAL MEETING** Council Election of Mayor and Vice Mayor
- AWARDS/RECOGNITIONS**
ANNOUNCEMENTS
- MATTERS BY THE PUBLIC** Public comment permitted for the first 12 speakers who sign up before the meeting (limit 3 minutes per speaker) and at the end of the meeting on any item, provided that a public hearing is not planned or has not previously been held on the matter. Speaker sign up opens at 6:30 p.m.
- COUNCIL RESPONSE TO MATTERS BY THE PUBLIC**
- 1. CONSENT AGENDA*** (Items removed from consent agenda will be considered at the end of the regular agenda.)
- a. Minutes for December 21
 - b. APPROPRIATION: Additional Funding for Benefits Programs - \$89,548 (1st of 2 readings)
 - c. RESOLUTION: 2016 Council Meeting Schedule (1st of 1 reading)
 - d. RESOLUTION: Refund of Tax Payment to Natvarlal Patel 140 Emmet St (Excel Inn) – \$3,769 (1st of 1 reading)
- 2. APPROPRIATION*** Funding for SNAP E&T Pilot Program - \$37,581 (1st of 2 readings)
- 3. APPROPRIATION*** National Endowment for the Arts (N.E.A.) Our Town Grant – “Play the City” \$30,000 Match (1st of 2 readings)
- 4. REPORT** Parks and Recreation Update
- OTHER BUSINESS**
MATTERS BY THE PUBLIC
COUNCIL RESPONSE TO MATTERS BY THE PUBLIC

*ACTION NEEDED

Persons with disabilities may request reasonable accommodations by contacting ada@charlottesville.org or (434)970-3182.

GUIDELINES FOR PUBLIC COMMENT

**We welcome public comment;
it is an important part of our meeting.**

Time is reserved near the beginning and at the end of each regular City Council meeting for Matters by the Public.

Please follow these guidelines for public comment:

- If you are here to speak for a **Public Hearing**, please wait to speak on the matter until the report for that item has been presented and the Public Hearing has been opened.
- Each speaker has **3 minutes** to speak. Please give your name and address before beginning your remarks.
- Please **do not interrupt speakers**, whether or not you agree with them.
- Please **refrain from using obscenities**.
- If you cannot follow these guidelines, you will be escorted from City Council Chambers and not permitted to reenter.



**OFFICE OF THE CITY ATTORNEY
MEMORANDUM**

TO: City Council
cc: Maurice Jones, City Manager

FROM: Craig Brown, City Attorney

DATE: December 29, 2015

RE: Election of Mayor and Vice-Mayor

The City Code provides that every two years, following a Council election, the City Council shall hold an organizational meeting and elect one member as Mayor and one member as Vice Mayor for two year terms. The purpose of this memo is to set forth City Council's customary procedure when electing officers.

At the organizational meeting the City Manager will chair the meeting until the Mayor and Vice Mayor are elected. After the meeting is called to order the nomination and election process will be as follows:

1. The Chair will ask for nominations for the Office of Mayor.
2. In accordance with Council's customary practice, only names that are moved and seconded will be placed in nomination. Any Council member may move or second his or her own name.
3. After one or more persons are nominated and it appears that no one else wishes to make a nomination, the Chair will ask if there are any further nominations. If there is no response, the Chair will declare that nominations for the Office of Mayor are closed.
4. Councilors will then vote on the first person nominated for the Office of Mayor. A Council member who is nominated may vote for himself or herself.
5. If a majority of those present and voting affirmatively vote for the first candidate, that person is elected Mayor and there is no further voting. If the first candidate does not receive a majority, Council will then vote on the second person nominated. If no nominee receives a majority, there will need to be a motion, second and vote on reopening nominations.

6. After a Councilor is elected as Mayor, the same procedure will be followed for the election of the Vice Mayor. Following the election of the Vice Mayor, the newly-elected Mayor will chair the remainder of the meeting.

If you have any questions about this procedure or would like to suggest any changes please contact me or the City Manager.

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	January 4, 2016
Action Required:	Approve Appropriation
Presenter:	Diane Kuknyo, Director, Department of Social Services
Staff Contacts:	Laura Morris, Chief of Administration, Department of Social Services
Title:	Additional Funding for Benefits Programs - \$89,548

Background:

The Virginia Department of Social Services has selected the Charlottesville Department of Social Services to be a pilot agency for the phase 2 implementation of its ongoing modernization effort in the determination of eligibility for benefits. The City is receiving \$89,548 to implement this effort.

Discussion:

Currently, the department uses V.a.C.M.S., the Virginia Case Management System, to process Medicaid and Child Care applications and renewals. Phase 2 will add SNAP (Supplemental Nutrition Assistance Program) and TANF (Temporary Assistance for Needy Families) to V.a.C.M.S. In preparation for phase 2, pilot agencies have been asked to convert the final segment of Medicaid applications and renewals to the V.a.C.M.S. system by April 1, 2016. The remaining segment consists of Aged, Blind, and Disabled and Long-Term Care Medicaid recipients.

The department has approximately 1,474 Medicaid cases that will need to be manually entered into the V.a.C.M.S. system by April 1st. The additional Federal and State funding will be used to provide targeted overtime opportunities for Benefits staff to complete the conversion.

Alignment with Council Vision Areas and Strategic Plan:

Approval of this agenda item aligns with the City's Mission to provide services that promote an excellent quality of life for everyone in our community and strategic plan goal 2.4: ensure families and individuals are safe and stable.

Community Engagement:

Department staff work directly with citizens to provide social services, protect vulnerable

children and adults, and promote self sufficiency.

Budgetary Impact:

Funds have been received and will be appropriated into the Social Services Fund. There are no General Fund dollars required or being requested.

Recommendation:

Staff recommends approval and appropriation of these funds.

Alternatives:

Funds that are not appropriated will need to be returned to the Virginia Department of Social Services.

Attachments:

N/A

APPROPRIATION
Additional Benefits Programs Funding
\$89,548

WHEREAS, The Charlottesville Department of Social Services has received funding in the amount of \$89,548 to be used for the manual conversion of remaining Medicaid applications and renewals in the V.a.C.M.S. system.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$89,548 is hereby appropriated in the following manner:

Revenue – \$89,548

Fund: 212 Cost Center: 9900000000 G/L Account: 430080

Expenditures - \$89,548

Fund: 212 Cost Center: 3301005000 G/L Account: 510060

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CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	January 4, 2016
Action Required:	Approval of Resolution
Presenter:	Maurice Jones, City Manager
Staff Contacts:	Maurice Jones, City Manager Paige Rice, Clerk of Council
Title:	City Council Regular Meeting Schedule for 2016

Background:

Local municipalities may approve a regular Council meeting schedule for the calendar year at their first meeting in January. This establishes meeting dates for the year and includes variances in the schedule according to holidays and summer break.

Discussion:

Regularly scheduled Council meetings take place on the first and third Mondays of each month at 7:00 p.m. in Council Chambers at City Hall. If a regularly scheduled Council meeting falls on a holiday, then the meeting will take place on Tuesday. Council typically takes a summer break in August.

The proposed regular Council meeting schedule for 2016 is as follows:

January 4, 2016	<i>Tuesday, July 5, 2016</i>
<i>Tuesday, January 19, 2016</i>	July 18, 2016
February 1, 2016	<i>August 1, 2016 – no meeting</i> (summer break)
<i>Tuesday, February 16, 2016</i>	August 15, 2016
March 7, 2016	September 6, 2016
March 21, 2016	<i>Tuesday, September 19, 2016</i>
April 4, 2016	October 3, 2016
April 18, 2016	October 17, 2016
May 2, 2016	November 7, 2016
May 16, 2016	November 21, 2016
June 6, 2016	December 5, 2016
June 20, 2016	December 19, 2016

Italics indicate an adjusted date due to a holiday.

Alignment with City Council’s Vision and Priority Areas:

This aligns with Goal 4 of the strategic plan: *Be a well-managed and successful organization.*

RESOLUTION
Approval of City Council Regular Meeting Schedule for 2016

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the following dates are approved for regularly scheduled Council meetings for 2016:

January 4, 2016	<i>Tuesday, July 5, 2016</i>
<i>Tuesday, January 19, 2016</i>	July 18, 2016
February 1, 2016	<i>August 1, 2016 – no meeting</i> (summer break)
<i>Tuesday, February 16, 2016</i>	August 15, 2016
March 7, 2016	September 6, 2016
March 21, 2016	<i>Tuesday, September 19, 2016</i>
April 4, 2016	October 3, 2016
April 18, 2016	October 17, 2016
May 2, 2016	November 7, 2016
May 16, 2016	November 21, 2016
June 6, 2016	December 5, 2016
June 20, 2016	December 19, 2016

Italics indicate an adjusted date due to a holiday.

BE IT FURTHER RESOLVED that these dates will be published on the City's calendar at www.charlottesville.org and posted at the Clerk of Council's office; and

BE IT FURTHER RESOLVED that should Council have a compelling reason to amend the schedule during the year, they may do so with a majority vote; should such a change occur, it will be publicized with a City press release, updated on the City's calendar, and posted at the Clerk of Council's office.

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



Agenda Date:	January 4, 2016
Action Required:	Approval of Refund of Tax Payment
Presenter:	Jason Vandever, City Treasurer
Staff Contacts:	Jason Vandever, City Treasurer Jeff Davis, City Assessor
Title:	Refund of Tax Payment to Natvarlal Patel 140 Emmet St (Excel Inn)

Background:

Earlier this year, the owner of 140 Emmet St contacted the City Assessor's Office regarding a possible error on the property's assessment. The City Assessor determined that the original tax assessment for tax year 2015 was too high due to the fact that the hotel has 32 guest rooms instead of the previously reported 40 guest rooms. As a result, the assessment for 2015 has been reduced, resulting in a refund for the current tax year.

Discussion:

City Code requires Council approval for any tax refunds resulting from an erroneous assessment in excess of \$2,500 (City Code Sec. 30-6b). Payment of interest is required in accordance with Code of Virginia 58.1-3918. The refund has been approved for presentment to Council by the City Attorney, City Assessor, and City Treasurer.

Alignment with City Council's Vision and Strategic Plan:

n/a

Community Engagement:

n/a

Budgetary Impact:

The refund will reduce current year Real Estate Tax revenue by \$3,648 (GL 400010) and Interest revenue by \$121.60 (GL 400030), for a total revenue reduction of \$3,769.60.

Recommendation:

Approval of the refund.

Alternatives:

n/a

Attachments:

City Assessor Exoneration
Interest Calculation
Council Resolution



City of Charlottesville

MEMO

TO: Richard Palumbo, City Treasurer's Office
CC: Jason Vandever, City Treasurer
FROM: Jeffrey Davis, City Assessor & Joyce Pattison
DATE: 12/9/15
SUBJECT: Exoneration's/Supplements

See below, exoneration for 140 Emmet St N. Please issue a refund for the overages paid in taxes.

Parcel ID	Owner	Original 2015 Assessment	Corrected 2015 Assessment	To be Taxed For Corrected Assessment
080004000 RPC 11227	Natvarial Patel	\$1,920,000	\$1,536,000	\$14,592.00/Yr \$7,296.00/1/2 Yr Please bill for each half

**CITY OF
CHARLOTTESVILLE**

Office of Real Estate Assessment
PO Box 911, City Hall
Charlottesville, VA 22902
Telephone: 434-970-3136
FAX: 434-970-3232
www.charlottesville.org

December 9, 2015

Natvarlal M. Patel
140 Emmet Street North
Charlottesville, VA 22903-1729

Re: 140 Emmet St, N, TM Parcel 080004000

Dear Mr. Patel:

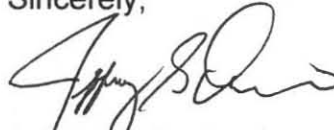
This letter is in response to your inquiry regarding the real property appraisal of the above referenced parcel.

My recent property inspection revealed that you have 32 guest rooms rather than the 40 shown in our records. As a result, your 2015 appraisal will be reduced from \$1,920,000 to \$1,536,000, with the land value remaining unchanged at \$672,600.

A refund of this size will need to be authorized by City Council. Hopefully, it can be included in January's agenda and generated shortly thereafter.

If you have any questions regarding this matter, please contact me via email at davisjs@charlottesville.org or by phone at 434-970-3138.

Sincerely,



Jeffrey S. Davis
Charlottesville, City Assessor

Cc: Jason Vandever ✓
City Treasurer

L 672,600
I 863,400

1,536,000

Refund Interest Calculation- Parcel 080004000 Natvarlal Patel

Payment	Paid	Today	Months	Rate	Annualized Refund	Payment Made	New Balance	Tax Refund	Interest Refund
1st H 2015	6/4/2015	1/19/2016	7	10.00%	\$ 182.40	\$ 9,120.00	\$ 7,296.00	\$ 1,824.00	\$ 106.40
2nd H 2015	12/4/2015	1/19/2016	1	10.00%	\$ 182.40	\$ 9,120.00	\$ 7,296.00	\$ 1,824.00	\$ 15.20
Interest Refund Due									\$ 121.60
Total Refund									\$ 3,769.60

Tax Refund	\$ 3,648.00
Interest Refund	\$ 121.60
Total Refund	\$ 3,769.60

RESOLUTION
AUTHORIZING REFUND TO NATVARLAL PATEL
OF REAL ESTATE TAXES PAID FOR 2015
(140 EMMET STREET)

WHEREAS, the real estate tax assessment for Parcel 4 on Real Estate Tax Map 8, addressed as 140 Emmet Street (the “Property”), was erroneously assessed for calendar year 2015 due to an incorrect reporting of the number of guest rooms in the Excel Inn on the Property; and

WHEREAS, the real estate taxes for the Property for the calendar year 2015 were paid on time and as billed; and

WHEREAS, the City Real Estate Assessor has certified that the real estate tax assessment for 2015 was erroneous as a result of this incorrect information, and determined that Natvarlal Patel, owner of the Property, is due a refund of \$3,648.00, plus interest in the amount of \$121.60; and

WHEREAS, City Code Section 30-6(b) requires City Council approval for any tax refund exceeding \$2,500.00, and payment of interest is required in accordance with Virginia Code Section 58.1-3918; now, therefore,

BE IT RESOLVED by the Council for the City of Charlottesville, Virginia, that the City Council hereby authorizes the City Treasurer to issue a refund of \$3,769.60, representing \$3,648.00 in overpaid taxes and \$121.60 in interest, payable to Natvarlal Patel.

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	January 4, 2016
Action Required:	Approve Appropriation
Presenter:	Diane Kuknyo, Director, Department of Social Services
Staff Contacts:	Sue Moffett, Assistant Director, Department of Social Services Laura Morris, Chief of Administration, Department of Social Services
Title:	Funding for SNAP E&T Pilot Program - \$37,581

Background:

The Charlottesville Department of Social Services has been selected to participate in a Virginia Department of Social Services pilot program to deliver training and employment services to SNAP E&T (Supplemental Nutrition Assistance Program Education & Training) recipients and will be provided \$37,581 to deliver this program.

Discussion:

Local social services agencies in partnership with area community colleges will work with SNAP recipients between the ages of 18 to 49 who have low job skills and those with a high school diploma or G.E.D., but are not college ready. The pilot also provides for the department to hire a 20 hour position to provide professional employment counseling services, needs assessments, vocational evaluations, employment preparation and training.

Alignment with Council Vision Areas and Strategic Plan:

Approval of this agenda item aligns with Council's Vision "A Center for Lifelong Learning," "Economic Sustainability" and the City's Mission to provide services that promote an excellent quality of life for everyone in our community. It contributes to **Goal 1:** Enhance the self-sufficiency of our residents; **objective 1.1:** Promote education and training; **objective 1.2:** Reduce employment barriers; and **objective 1.5:** Improve college/career readiness of students. It also contributes to **Goal 3:** Have a strong diversified economy and **objective 3.1:** Develop a quality workforce.

Community Engagement:

Department staff work directly with citizens to provide social services, protect vulnerable

children and adults, and promote self sufficiency.

Budgetary Impact:

Funds will be appropriated into the Social Services Fund. There are no General Fund dollars being requested.

Recommendation:

Staff recommends approval and appropriation of these funds.

Alternatives:

City of Charlottesville SNAP recipients will be unable to participate in the pilot

Attachments:

N/A

APPROPRIATION
Funding for SNAP E&T Pilot Program \$37,581

WHEREAS, The Charlottesville Department of Social Services has received Federal and State funding in the amount of \$37,581 to be used for the SNAP E&T Pilot Project

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$37,581 is hereby appropriated in the following manner:

Revenue – \$37,581

Fund: 212 Cost Center: 3301009000 G/L Account: 430080

Expenditures - \$37,581

Fund: 212	Cost Center: 3301009000	G/L Account: 510010 - \$20,800
Fund: 212	Cost Center: 3301009000	G/L Account: 511010 - \$ 1,591
Fund: 212	Cost Center: 3301009000	G/L Account: 511030 - \$ 159
Fund: 212	Cost Center: 3301009000	G/L Account: 511040 - \$ 3,798
Fund: 212	Cost Center: 3301009000	G/L Account: 599999 - \$11,233

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



Agenda Date:	January 4, 2016
Action Required:	Approval of Match Appropriation
Presenter:	Tierra Howard, Grants Coordinator, Neighborhood Development Services
Staff Contacts:	Tierra Howard, Grants Coordinator, Neighborhood Development Services
Title:	National Endowment for the Arts (N.E.A.) Our Town Grant – “Play the City” - \$30,000 Match

Background:

In January 2014, the City of Charlottesville and the Bridge Progressive Arts Initiative along with partners Piedmont Council for the Arts (P.C.A.), the University of Virginia School of Architecture, and other community partners, applied for funding through the National Endowment for the Arts (N.E.A.) “Our Town” grant for a project known as “Play the City”. The N.E.A. “Our Town” grant supports creative placemaking projects that contribute to the livability of communities and place the arts at their core.

The N.E.A. selected the City of Charlottesville as one of 66 2014 Our Town grant winners for “Play the City”. The project received \$50,000 towards the \$200,000 project focused on activating Charlottesville’s Strategic Investment Area (S.I.A.) through a series of workshops, public art installations, and festivals. On January 20th, 2015, Council approved the appropriation of the N.E.A. Our Town Grant of \$50,000 in addition to the City’s commitment of a \$30,000 cash match. The match funds are now being requested to complete the project.

Discussion:

“Play the City,” focuses on engaging those living in the S.I.A. to deeply understand their knowledge about the neighborhood, and then partner artists with the community to produce several artworks that respond to community concerns. For year two of “Play the City,” the Bridge P.A.I. will be utilizing the match funds for two projects:

Artist in Residence Project - Jennifer Tidwell - NO WAKE - In the Spring of 2016, Charlottesville-based theater and performance artist Jennifer Hoyt Tidwell will present the play NO WAKE as a series of multimedia public performances, collaborating with local artists and performers.

Participatory Budgeting - In response to residents desires to have a say in how funds are being spent in the neighborhood, The Bridge is will pilot a participatory budgeting process that

provides local residents the opportunity to express their ideas for the neighborhood, have artists respond to those ideas, and have a direct voice in deciding which of those projects get funded through a democratic voting process.

Alignment with Council Vision Areas and Strategic Plan:

“Play the City” aligns directly with Council’s vision for **C’ville Arts and Culture**. Expected outcomes include improved services provided to Charlottesville residents as well as enhanced local quality of life and creative economic development initiatives. The project also will help realize the following Strategic Plan objectives: *2.6. Engage in robust and context sensitive urban planning; 5.1. Respect and nourish diversity; 5.2. Build collaborative partnerships’ and 5.3. Promote community engagement.*

Community Engagement:

A large component of “Play the City” involves engaging with the residents of the S.I.A. area through a series of workshops and resident directed art installations. “Play the City” is the first time that residents not only participate in a planning effort, but also get to see their vision realized and developed into something tangible.

Budgetary Impact:

This will have an impact on the General Fund. The committed \$30,000 match will come from the City Wide Reserve.

Recommendation:

Staff recommends approval and appropriation of the match funds.

Alternatives:

If match funds are not appropriated, the remaining grant funds cannot be released and the project will not be completed to meet grant requirements.

Attachments:

N/A

APPROPRIATION
National Endowment for the Arts Our Town Grant for “Play the City”
\$30,000

WHEREAS, the City of Charlottesville appropriated a \$50,000 Our Town grant from the National Endowment for the Arts to support the implementation of project known as “Play the City” on January, 20,2015,

WHEREAS, the appropriation of January 20, 2015 specified the need to appropriate \$30,000 at a later date,

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

Revenues

\$30,000 Fund: 211 IO: 1900236 G/L: 498010

Expenditures

\$30,000 Fund: 211 IO: 1900236 G/L: 599999

Transfer

\$30,000 Fund: 105 CC: 1631001000 G/L: 561211

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



Agenda Date:	January 4, 2016
Action Required:	Presentation Only
Presenter:	Brian Daly, Parks and Recreation Department Director
Staff Contacts:	Brian Daly, Parks and Recreation Department Director Doug Ehman, Manager, Parks Division Vic Garber, Manager, Recreation Division
Title:	Parks and Recreation Update

Background:

Staff will provide a presentation at the January 4, 2016 meeting outlining Parks and Recreation programs and facilities, including recent community-wide initiatives and future plans.

Discussion:

Charlottesville Parks and Recreation offers numerous programs and recreational facilities for members of the community to enjoy; serves as the regional provider for Therapeutic Recreation services and serves as the primary steward of parks and public land within the City. Staff will provide a brief outline of these services.

Alignment with City Council's Vision and Strategic Plan:

These efforts directly align with The City Council's vision statements of A Green City, America's Healthiest City and A Connected Community through the acquisition and protection of public land, establishment of new methods of connectivity, preservation of natural resources and the offering of numerous health and wellness programs for all ages.

Community Engagement:

No specific community engagement was conducted prior to this presentation. However the information in the presentation is intended to educate Council and the community regarding the breadth of

Budgetary Impact:

This report has no impact on the General Fund.

Recommendation:

N/A

Attachments:

None

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