



**CITY COUNCIL AGENDA**  
**April 7, 2014**

**6:00 p.m. – 7:00 p.m.**

**Closed session as provided by Section 2.2-3712 of the Virginia Code**

*Second Floor Conference Room (Page property acquisition, Kenwood sale, recycling services)*

**CALL TO ORDER 7:00 p.m.**  
**PLEDGE OF ALLEGIANCE**  
**ROLL CALL**

*Council Chambers*

**AWARDS/RECOGNITIONS**  
**ANNOUNCEMENTS**

Local Government Education Week; "Charlottesville Sparkles"; Child Abuse Prevention month; Piedmont Housing Alliance Proclamation; Planning Awards

**MATTERS BY THE PUBLIC**

Public comment will be permitted for the first 12 speakers who sign up in advance of the meeting (limit of 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.

**COUNCIL RESPONSE TO MATTERS BY THE PUBLIC**

**1. CONSENT AGENDA\***

(Items removed from the consent agenda will be considered at the end of the regular agenda.)

a. Minutes for March 17

b. APPROPRIATION:

Special Events Sponsorships - \$10,869 (2<sup>nd</sup> of 2 readings)

c. APPROPRIATION:

Department of Social Services Appropriation for Salary Alignment and Office Space Furnishings - \$211,490 (2<sup>nd</sup> of 2 readings)

d. APPROPRIATION:

Appropriation of Escrowed bond funds from the Landmark Hotel - \$111,006.39 and Transfer of \$102,506.39 (2<sup>nd</sup> of 2 readings)

e. APPROPRIATION:

CDBG & HOME Funds for FY 2014-2015 Appropriations and Reprogramming (1<sup>st</sup> of 2 readings)

f. APPROPRIATION:

Greenstone on 5th Corporation Sponsorship Agreement - \$84,194 (1<sup>st</sup> of 2 readings)

g. APPROPRIATION:

Domestic Violence Services Coordinator Grant – \$44,836 (1<sup>st</sup> of 2 readings)

h. RESOLUTION:

Loan Extension Request for The Lewis & Clark Exploratory Center of Virginia, Inc. - \$130,000 (1<sup>st</sup> of 1 reading)

i. RESOLUTION:

City Manager's Contract (1<sup>st</sup> of 1 reading)

j. RESOLUTION:

C.A.T. Proposal to Submit Grant Application for F.Y. 2015 Funding (1<sup>st</sup> of 1 reading)

k. RESOLUTION:

Fund Transfer from Capital Improvement Program Contingency – Improvements to Nelson/Northwood/2<sup>nd</sup> Street Intersection and McIntire Road – \$90,000 (1<sup>st</sup> of 1 reading)

l. ORDINANCE:

Minimum Attendance Requirements for CRHA (2<sup>nd</sup> of 2 readings)

**2. PUBLIC HEARING**

City Council's Proposed FY 2015 Budget

**3. PUBLIC HEARING /  
ORDINANCE\***

Amendment to City Code – Cigarette Tax Ordinance Change (1<sup>st</sup> of 2 readings)

**4. ORDINANCE\* /  
APPROPRIATION\***

Tax Levy Ordinance (1<sup>st</sup> of 2 readings)

F.Y. 2015 Budget Appropriation (1<sup>st</sup> of 2 readings)

**5. RESOLUTION\***

Cost Allocation Agreement for Rivanna Water and Sewer Authority Wastewater Projects (1<sup>st</sup> of 1 reading)

**6. RESOLUTION\***

RSWA Support Agreements

**7. REPORT**

C.A.T. (Charlottesville Area Transit) Update

**OTHER BUSINESS**  
**MATTERS BY THE PUBLIC**

\*ACTION NEEDED

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



<b>Agenda Date:</b>	March 17, 2014
<b>Action Required:</b>	Appropriation of Funds
<b>Presenter:</b>	Brian Daly, Director, Parks and Recreation
<b>Staff Contacts:</b>	Brian Daly, Director, Parks & Recreation Leslie Beauregard, Director, Budget and Performance Management
<b>Title:</b>	Special Events Sponsorships - \$10,869

**Background:**

Charlottesville Parks & Recreation, through a partnership with BAMA Works, has received generous financial sponsorship for several special events offered to community. The Sunday Sundowns summer events and the Downtown Safe Halloween Festival in 2013 were sponsored by over \$10,000 in financial support from the BAMA Works foundation.

**Discussion:**

Sunday Sundowns is a multi-week three-part event at Washington Park for an afternoon of swimming, music, food and friendship. The Downtown Safe Halloween festival is an annual event held at the nTelos Wireless Pavilion and includes an afternoon of games, music, halloween costumes and trick or treating on the Downtown Mall. Both events attracted hundreds of attendees.

For each event, Charlottesville Parks & Recreation provided the upfront funds for staff, entertainment and other supplies out of the general fund operating budget. Subsequently, BAMA Works provided a check in support of the events. This item requests appropriation of those funds into the cost center budgets that supported the up-front costs for the events.

The appropriation replacement of these funds is necessary because Parks & Recreation has already expended money from the general fund to produce these events.

**Community Engagement:**

No specific community engagement occurred in the securing of these sponsorship funds, however numerous community members participated in the events through the sponsorship of BAMA Works.

**Alignment with City Council's Vision and Priority Areas:**

Appropriation of this item aligns with the City Council Visions of America's Healthiest City and a Smart, Citizen-Focused Government.

**Budgetary Impact:**

There is no fiscal impact as these funds are a sponsorship reimbursement of funds to support community special events.

**Recommendation:**

Staff recommends the appropriation of these funds.

**Alternatives:**

N/A

**Attachments:**

N/A

**APPROPRIATION**  
**Special Events Sponsorships**  
**\$10,869**

**WHEREAS**, the City of Charlottesville, through the Parks & Recreation Department, has received sponsorship funds in the amount of \$10,869 for the Sunday Sundowns and the Downtown Safe Halloween Festival special events

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

**Revenue**

\$2,803	Fund: 105	Cost Center: 3661001000	G/L Account: 434230
\$8,066	Fund: 105	Cost Center: 1800006	G/L Account: 451020

**Expenditures**

\$1,080	Fund: 105	Cost Center: 3631004000	G/L Account: 510030
\$1,843	Fund: 105	Cost Center: 3651001000	G/L Account: 510040
\$2,947	Fund: 105	Cost Center: 3651001000	G/L Account: 520600
\$1,078	Fund: 105	Cost Center: 3661001000	G/L Account: 510030
\$3,921	Fund: 105	Cost Center: 3661001000	G/L Account: 520600

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



Agenda Date:	March 17, 2014
Action Required:	Approve appropriation
Presenter:	Diane Kuknyo, Director, Department of Social Services
Staff Contacts:	Laura Morris, Chief of Administration, Department of Social Services Diane Kuknyo, Director, Department of Social Services
Title:	<b>Appropriation for Salary Alignment and Office Space Furnishings - \$211,490</b>

**Background:** The Federal government has recently changed the methodology used for the reporting of Federal Pass-through expenditures for social services programs. This change increases the annual administration base budgets for a handful of local social services departments, including the Charlottesville Department of Social Services (C.D.S.S.). For fiscal year 2014, C.D.S.S. has received an additional \$196,852 due to the methodology change. Additionally, the department has received \$14,638 for F.A.M.I.S. (Family Access to Medical Insurance Security) case transfer. Currently, F.A.M.I.S. cases are administered by the Virginia Department of Social Services; but are being transitioned back to the local departments of social services.

**Discussion:** The department plans to use the additional funding to decrease staff turnover by bringing staff salaries more in line with local competitors and towards renovations and furnishings for additional office and meeting space on the 1<sup>st</sup> floor of City Hall Annex.

Retaining qualified staff increases productivity, morale, and positive outcomes for the people we serve. It also decreases training costs, caseloads, and stress on all staff.

The department does not have adequate space to serve citizens. Current office space configurations do not promote confidentiality and staff often need to go offsite to have meetings with clients and community partners. With the additional meeting and office space on the 1<sup>st</sup> floor of City Hall Annex, more staff will be able to work in offices versus cubicles. Additionally more meetings will be able to held in-house which saves money and time and increases productivity.

**Community Engagement:** Department staff work directly with citizens to provide social services, protect vulnerable children and adults, and promote self sufficiency.

**Alignment with City Council's Vision and Priority Areas:** Approval of this agenda item aligns with Council's vision for the City of Charlottesville to **support economic sustainability and to be a community of mutual respect.**

**Budgetary Impact:** The request has no impact on the General Fund.

**Recommendation:** Approval and appropriation of these funds.

**Alternatives:** If not appropriated, the funds will need to be returned to the Virginia Department of Social Services.



**APPROPRIATION.**  
**Appropriation for Salary Alignment and Office Space Furnishings.**  
**\$211,490.**

**WHEREAS**, The Charlottesville Department of Social Services has received additional funding in the amount of \$211,490 due to a change in the methodology for reporting federal pass-through expenditures.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$211,490 is hereby appropriated in the following manner:

**Revenue – \$211,490**

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

**Expenditures - \$211,490**

Fund: 212	Cost Center: 3301001000	G/L Account: 510010	Amount: \$3,598.40
Fund: 212	Cost Center: 3301002000	G/L Account: 510010	Amount: \$227.83
Fund: 212	Cost Center: 3301003000	G/L Account: 510010	Amount: \$1,764.99
Fund: 212	Cost Center: 3301004000	G/L Account: 510010	Amount: \$219.87
Fund: 212	Cost Center: 3301005000	G/L Account: 510010	Amount: \$3,808.89
Fund: 212	Cost Center: 3301007000	G/L Account: 510010	Amount: \$19.70
Fund: 212	Cost Center: 3301008000	G/L Account: 510010	Amount: \$37,761.12
Fund: 212	Cost Center: 3301009000	G/L Account: 510010	Amount: \$248.78
Fund: 212	Cost Center: 3301009000	G/L Account: 510010	Amount: \$1,662.16
Fund: 212	Cost Center: 3301013000	G/L Account: 510010	Amount: \$562.01
Fund: 212	Cost Center: 3343006000	G/L Account: 510030	Amount: \$22.22
Fund: 212	Cost Center: 3301001000	G/L Account: 599999	Amount: \$161,594.03

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Total: \$211,490

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



**Agenda Date:** March 17, 2014

**Action Required:** Approval of Appropriation/Resolution  
Transfer of Funds

**Presenter:** James E. Tolbert, AICP, Director of NDS

**Staff Contacts:** James E. Tolbert, AICP, Director of NDS

**Title:** **Appropriation of Escrowed bond funds from the Landmark Hotel - \$111,006.39 and Transfer of \$102,506.39**

**Background:** When the Landmark Hotel began construction, the City entered into an agreement with the developer that the project would pay a portion of the pedestrian improvements on the adjacent side street, 2<sup>nd</sup> Street West. The developer posted a bond to guarantee the completion of their share of the project.

**Discussion:** During the bankruptcy proceedings of the developer the bank that had issued the Letter of Credit provided notice to the City that the bond would not be renewed. The work had already been completed so City staff began an effort to secure the bond proceeds. The Office of the City Attorney was able to negotiate and have \$110,000 of the bond placed in an escrow account that could be accessed in 2014 if the project had not been completed. We were able to gain a release of the funds from the bankruptcy judge earlier this year and now need to appropriate the funds. A total of \$111,006.39 was wired to the City; \$8,500 was paid to Steve Scott, Bankruptcy Trustee, leaving \$102,506.39 to be appropriated to the New Sidewalk account, P-00335.

**Citizen Engagement:** There has been no community engagement

**Alignment with City Council Vision and Priorities:** This agenda item aligns with the Council Vision to be a Smart, Citizen-Focused Government.

**Budgetary Impact:** Approval of this item will increase the funds available in the CIP

for new sidewalk construction by \$102,506.39

**Recommendation:** Staff recommends approval of the attached appropriation ordinance.

**Alternatives:** Council could appropriate the funds to another account.

**Attachments:** Ordinance

**APPROPRIATION/RESOLUTION**

**Appropriation of Escrowed bond funds from the Landmark Hotel - \$111,006.39  
Transfer \$102,506.39 to New Sidewalk Account**

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

**Appropriation:**

\$111,006.39	Fund 426	Funded Program CP-080 - WBS P-00684	GL Account: 451999
\$111,006.39	Fund 426	Funded Program CP-080 - WBS P-00684	GL Account: 599999

**Transfer From**

\$ 102,506.39	Fund: 426	Funded Program: CP-080 - WBS P-00684	G/L Account: 561426
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**Transfer To**

\$ 102,506.39	Fund: 427	WBS: P-00335	G/L Account: 498010
\$ 102,506.39	Fund: 427	WBS: P-00335	G/L Account: 599999

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

<b>Agenda Date:</b>	April 7, 2014
<b>Action Required:</b>	Appropriation and Approval
<b>Presenter:</b>	Melissa Thackston
<b>Staff Contacts:</b>	Melissa Thackston, Grants Coordinator
<b>Title:</b>	Approval and Appropriation of CDBG & HOME funds for FY 2014-2015

**Background and Discussion:** This agenda item includes project recommendations and appropriations for the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds to be received by the City of Charlottesville from the U.S. Department of Housing and Urban Development.

In Fall 2013, the City of Charlottesville advertised a Request for Proposals based on the priorities set by Council on September 3, 2013 for Economic Development; Workforce Development; and Neighborhood Stabilization (to include Homeowner Rehabilitation and Homeownership Assistance). The City received 4 applications totaling over \$200,000 for housing projects; 6 applications totaling over \$92,000 for social projects; 3 applications for facility improvements totaling \$57,000; and 5 applications totaling over \$250,000 for economic development projects. A summary of applications received is included in this packet.

Throughout the winter of 13-14, the CDBG Task Force reviewed and recommended housing and social projects for funding; the Strategic Action Team on Economic and Workforce Development reviewed and recommended economic development projects for funding. On March 11, 2014, these items came before the Planning Commission and Council for a joint public hearing. The Planning Commission accepted the report and unanimously recommended the attached budget for approval by City Council.

**CDBG and HOME Project Recommendations for FY 14-15:** The CDBG and HOME programs have an estimated \$404,223.91 and \$83,500 respectively for the 2014-2015 program year. The CDBG total reflects the \$400,000 Entitlement Grant, \$631.85 in Reprogramming, and \$3,592.06 in previous years' entitlement available after program income has been applied. The HOME total consists of an estimated \$67,500, which is the City's portion of the Consortium's appropriation, in addition to \$16,000 for the City's 25% required match and \$0 in program income. Minutes from the meetings are attached which outline the recommendations made. It is important to note that all projects went through an extensive review as a result of an RFP process.

- A. **CDBG Housing and Facilities Programs:** Council did not set any money aside for these projects.

- B. Priority Neighborhood: Council set aside FY 14-15 CDBG funds for the Block by Block area of 10<sup>th</sup> and Page as the Priority Neighborhood. A Priority Neighborhood Task Force is currently being recruited and specific project recommendations focusing on infrastructure and pedestrian safety improvements will be forthcoming. No social programming is eligible under this set-aside, as social programs are funded separately and are subject to HUD regulations, which allow for a maximum of 15% to be spent on such activities.
- C. Economic Development: Council set aside FY 14-15 CDBG funds for Economic Development activities. The Strategic Action Team reviewed proposals for funding.

Project recommended for funding include:

- Community Investment Collaborative, scholarships to low-income entrepreneurs
- Seedplanters, technical assistance and grants to women entrepreneurs
- Office of Economic Development Small Business Development
- Computers4Kids, websites for qualified businesses
- Barrett Early Learning Center improvements

Funds are proposed to be used to provide technical assistance, micro-enterprise loans, and starting capital to at least 15 qualified Charlottesville businesses and to help at least 20 individuals plan and hopefully launch their own new micro-enterprises. Estimated benefits also include facility improvements to one childcare center serving low-mod children.

- D. Social Programs: The CDBG Task Force has recommended several social programs. Each program, they felt, was consistent with the goals set by City Council including Workforce Development. Funding will enable the organizations to provide increased levels of service to the community.

Projects recommended for funding include:

- Charlottesville Abundant Life Ministries, match money for asset savings
- Community Attention, health care internships for area youth
- Computers4Kids, teen camps and workshops
- OAR, funds to help recently released offenders transition
- Department Social Services, VIEW Career Training

Estimated benefits include 10 adults and 30 young adults who will receive job training and workforce development skills, 5 individuals will be aided as they save money towards a house or education expense, and 200 recently released offenders will receive support services to help reduce recidivism.

- E. Administration and Planning: To pay for the costs of staff working with CDBG projects, citizen participation, and other costs directly related to CDBG funds, \$80,000 is budgeted.
- F. HOME Funds: The CDBG Task Force has recommended housing programs that are



consistent with those from prior years. The main areas of focus are based on Council's priority for homeowner rehabilitation and homeownership assistance.

Projects recommended for funding include:

- Habitat for Humanity Downpayment Assistance
- Piedmont Housing Alliance Downpayment Assistance
- AHIP, funds to provide small homeowner rehabs and repairs.
- Building Goodness in April, funds to provide homeowner rehabs and repairs with Darden School volunteers.

Estimated outcomes are 6 small homeowner rehabs and downpayment assistance to 4 households.

- G. Program Income/Reprogramming For FY 2013-2014, the City has \$3,592.06 in previous CDBG entitlement funds that have been made available due to the receipt of program income to be circulated back into the CDBG budget. The City does not currently have any HOME PI to be circulated back into the HOME budget. There are also completed CDBG projects that have remaining funds to be reprogrammed amounting to \$631.85. These are outlined in the attached materials.

**Community Engagement:** A request for proposals was held for housing, economic development, and social programs. Applications received were reviewed by the CDBG Task Force or SAT. Priority Neighborhood recommendations will be made by the 10<sup>th</sup> and Page BxB CDBG Task Force.

No public comments have been received to date.

**Alignment with City Council's Vision and Priority Areas:** Approval of this agenda item aligns directly with Council's vision for Charlottesville to have **Economic Sustainability** and **Quality Housing Opportunities for All**.

**Budgetary Impact:** Proposed CDBG projects will be carried out using only the City's CDBG funds. The HOME program requires the City to provide a 25% match. The sum necessary to meet the FY 2014-2015 match is \$16,000, which will need to be appropriated out of the Charlottesville Housing Fund (CP-0084) at a future date.

**Recommendation:** Staff recommends approval of the CDBG and HOME projects as well as the reprogramming of funds. Planning Commission recommended approval of the attached budget with any percent changes to the estimated amounts being applied equally to all programs on March 11, 2014. All Planning Commissioners present at the meeting voted. (Rosensweig recused) Staff also recommends approval of the appropriations. Funds will not be available or eligible to be spent until HUD releases funds on July 1, 2014. If the funds are not released on that date, funds included in this budget will not be spent until HUD releases the entitlement.

**Alternatives:** No alternatives are proposed.

**Attachments:** 2014-2015 Proposed CDBG and HOME Budget  
Summary of RFPs submitted  
Appropriation Resolutions for CDBG & HOME and reprogrammed funds  
Minutes from CDBG Task Force meetings

**2014-2015 CDBG BUDGET ALLOCATIONS**  
**RECOMMENDED BY CDBG TASK FORCE and SAT: 1/23/14 and 2/7/14**  
**RECOMMENDED BY PLANNING COMMISSION: 3/11/14**  
**RECOMMENDED BY CITY COUNCIL: 4/7/14 (pending)**

<b>I.</b>	<b>PRIORITY NEIGHBORHOOD</b>		
	A. 10 <sup>th</sup> and Page – Block by Block Area - TBD		<b>\$132,223.91*</b>
<b>II.</b>	<b>ECONOMIC DEVELOPMENT</b>		
	A. Community Investment Collaborative Scholarships		\$ 7,500
	B. Seedplanters Women Entrepreneur Academy		\$15,000
	C. Office of Economic Development Small Business Development		\$50,500
	D. Computers 4 Kids Business Websites		\$46,500
	E. Barrett Early Learning Center Improvements		\$12,500
		<b>ECONOMIC DEVELOPMENT TOTAL:</b>	<b>\$132,000</b>
<b>III.</b>	<b>SOCIAL PROGRAMS</b>		
	A. CALM - IDA Match		\$ 5,000
	B. Community Attention- Youth Internships		\$ 5,000
	D. C4K- Teen Camps and Workshops		\$18,500
	E. OAR- Reentry Program		\$15,000
	F. DSS- VIEW Career Training		\$16,500
		<b>SOCIAL PROGRAMS TOTAL:</b>	<b>\$60,000 (15% EN)</b>
<b>IV.</b>	<b>ADMINISTRATION AND PLANNING:</b>		
	A. Admin and Planning		<b>\$80,000 (20% EN)</b>
		<b>GRAND TOTAL:</b>	<b>\$404,223.91</b>
		<b>ESTIMATED NEW ENTITLEMENT AMOUNT:</b>	<b>\$400,000.00</b>
		<b>ESTIMATED EN AVAILABLE AFTER PI APPLIED:</b>	<b>\$ 3,592.06</b>
		<b>REPROGRAMMING:</b>	<b>\$ 631.85</b>

\* Funding includes program income/reprogrammed funds

**2014-2015 HOME BUDGET ALLOCATIONS**

A.	Habitat for Humanity	\$30,000
B.	PHA, Down Payment	\$10,000
C.	AHIP, Small Homeowner Rehabs	\$30,000
D.	Building Goodness in April	\$10,000
D.	Administration and Planning – funds from the Planning District	\$ 3,500
		<b>TOTAL:</b>
		<b>\$83,500</b>
		<b>ENTITLEMENT AMOUNT:</b>
		<b>\$67,500</b>
		<b>PROGRAM INCOME:</b>
		<b>\$0</b>
		<b>LOCAL MATCH:</b>
		<b>\$16,000*</b>

\* HOME Admin and Planning Funds not matched locally

## CDBG RFP SUBMISSIONS - FY 2014-15

Organization, (Program Title)	Applicant	Program Description	Funding Requested
AHIP	Jen Jacobs	Emergency and Small Reparis	\$80,000
Building Goodness in April	Brian Gooch	Homeowner Rehabs	\$20,000
Habitat for Humanity	Dan Rosensweig	Downpayment Assistance	\$80,000
PHA	Karen Reifenberger	Downpayment Assistance	\$25,000

**\$205,000**

Organization, (Program Title)	Applicant	Program Description	Funding Requested
CALM	Rydell Payne	IDA Accounts	\$10,000
Community Attention	Rory Carpenter	Youth Internship Program in health care	\$10,000
C4K	Michaela Muttom	Job Readiness/Workforce Development Workshops	\$25,542
OAR	Pat Smith	Reentry Program	\$20,000
CRHA	Connie Dunn	IT support and maintenance	\$4,500
Social Services	Kelly Logan	VIEW workforce development	\$21,964

**\$92,006**

Organization, (Program Title)	Applicant	Program Description	Funding Requested
Barrett Early Learning Center	Hodari Hamilton	Building Improvements	\$40,000
CRHA	Connie Dunn	Key Fob access	\$8,000
CRHA	Connie Dunn	Security Cameras	\$9,000

**\$57,000**

Organization, (Program Title)	Applicant	Program Description	Funding Requested
Blossoms Child Care (proposed)	Laketa Kelley	Funds to start a child care program	\$70,000
Community Invest. Collob	Stephen Davis	Entrepreneurship-training	\$60,000
C4K	Michaela Muttom	Online Entrepreneurs Program	\$43,131
OED	Jason Ness	ACE program	\$50,500
Seedplanters	Kaye Monroe	DreamBuilders Women Entrepreneurs	\$27,000

**\$250,631**

<b>Housing Programs</b>	<b>Public Facilities</b>	<b>Economic Development</b>	<b>Social</b>
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**A RESOLUTION  
 APPROPRIATING FUNDS FOR  
 THE CITY OF CHARLOTTESVILLE'S 2014-2015  
 COMMUNITY DEVELOPMENT BLOCK GRANT - \$400,000**

WHEREAS, the City of Charlottesville has been advised of the approval by the U.S. Department of Housing and Urban Development of a Community Development Block Grant (CDBG) for the 2014-2015 fiscal year in the total amount of \$404,223.91 that includes the estimated new entitlement from HUD of \$400,000, previous entitlement made available through program income of \$3,592.06, and reprogramming of \$631.85.

WHEREAS, City Council has received recommendations for the expenditure of funds from the CDBG Task Force, the SAT, and the City Planning Commission; and has conducted a public hearing thereon as provided by law; now, therefore

BE IT RESOLVED by the City Council of Charlottesville, Virginia, that the sums hereinafter set forth are hereby appropriated from funds received from the aforesaid grant to the following individual expenditure accounts in the Community Development Block Grant Fund for the respective purposes set forth; provided, however, that the City Manager is hereby authorized to transfer funds between and among such individual accounts as circumstances may require, to the extent permitted by applicable federal grant regulations.

<b>PURPOSE</b>	<b>AMOUNT</b>
<b>PRIORITY NEIGHBORHOOD</b>	
10 <sup>th</sup> and Page – Block by Block Area – TBD	\$132,223.91
<b>ECONOMIC DEVELOPMENT</b>	
Community Investment Collaborative Scholarships	\$ 7,500
Seedplanters Women Entrepreneur Academy	\$15,000
Office of Economic Development Small Business Development	\$50,500
Computers 4 Kids Business Websites	\$46,500
Barrett Early Learning Center Improvements	\$12,500
<b>SOCIAL PROGRAMS</b>	
CALM - IDA Match	\$ 5,000
Community Attention- Youth Internships	\$ 5,000
C4K- Teen Camps and Workshops	\$18,500
OAR- Reentry Program	\$15,000
DSS- VIEW Career Training	\$16,500
<b>ADMINISTRATION AND PLANNING:</b>	
Admin and Planning	\$80,000
<b>TOTAL</b>	<b>\$404,223.91</b>

The amounts so appropriated as grants to other public agencies and private non-profit, charitable organizations (subrecipients) are for the sole purpose stated. The City Manager is authorized to enter into agreements with those agencies and organizations as he may deem advisable to ensure that the grants are expended for the intended purposes, and in accordance with applicable federal

and state laws and regulations; and

The City Manager, the Directors of Finance or Neighborhood Development Services, and staff are authorized to establish administrative procedures and provide for mutual assistance in the execution of the programs.

**A RESOLUTION  
 APPROPRIATING FUNDS FOR  
 THE CITY OF CHARLOTTESVILLE'S 2014-2015  
 HOME FUNDS – \$67,500**

**WHEREAS**, the City of Charlottesville has been advised of the approval by the U.S. Department of Housing and Urban Development of HOME Investment Partnership (HOME) funding for the 2014-2015 fiscal year;

**WHEREAS**, the region is receiving an award for HOME funds for fiscal year 14-15 of which the City will receive an estimated \$67,500 to be expended on affordable housing initiatives such as homeowner rehab and downpayment assistance.

**WHEREAS**, it is a requirement of this grant that projects funded with HOME initiatives money be matched with local funding in varying degrees;

**BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the local match for the above listed programs will be covered by the Charlottesville Housing Fund account CP-0084 in SAP system) in the estimated amount of \$16,000; the resolution for this appropriation will come forward after July 1, 2014. Program income from previous FYs amounts to \$0 available for FY 14-15. The total of the HUD money, program income, and the local match, \$83,500 will be distributed as shown below. Administrative funds for the year total \$3,500, which do not require a City match.

<b>HOME Program Funds</b>	<b>HOME FUNDING</b>	<b>% MATCH REQUIRED</b>	<b>LOCAL MATCH</b>	<b>TOTAL</b>
Habitat for Humanity DP	\$24,000	25%	\$6,000	\$30,000
PHA, DP	\$ 8,000	25%	\$2,000	\$10,000
AHIP, Small Rehabs	\$24,000	25%	\$6,000	\$30,000
BGiA, Small Rehabs	\$ 8,000	25%	\$2,000	\$10,000
Administration & Planning	\$ 3,500	0%	\$ 0	\$ 3,500
	\$67,500		\$16,000	\$83,500

\* includes Program Income which does not require local match.

**APPROPRIATION**  
**AMENDMENT TO COMMUNITY DEVELOPMENT BLOCK GRANT ACCOUNT**  
**Reprogramming of Funds for FY 14-15**

**WHEREAS**, Council has previously approved the appropriation of certain sums of federal grant receipts to specific accounts in the Community Development Block Grant (CDBG) funds; and

**WHEREAS**, it now appears that these funds have not been spent and need to be reprogrammed, and therefore,

**BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that appropriations made to the following expenditure accounts in the CDBG fund are hereby reduced or increased by the respective amounts shown, and the balance accumulated in the Fund as a result of these adjustments is hereby reappropriated to the respective accounts shown as follows:

<b>Program Year</b>	<b>Account Code</b>	<b>Purpose</b>	<b>Proposed Revised Reduction</b>	<b>Proposed Revised Addition</b>	<b>Proposed Revised Appropriation</b>
11-12	P-00001-04-83	ARC Facility Improvements	\$626.85		\$0
12-13	P-00001-02-59	CRHA Comp. Lab Maint.	\$5.00		\$0
14-15	P-00001-04-01	Applied to new programs		\$631.85	\$631.85
		<b>TOTALS:</b>	<b>\$631.85</b>	<b>\$631.85</b>	<b>\$631.85</b>

**CDBG Task Force Meeting Notes**  
**December 5, 2013**  
**12:00**  
**Economic Development Conference Room**

Members Present:

Sarah Lawson  
Marnie Allen  
Sarah Malpass  
Kathy Johnson Harris  
Matthew Slaats (12:40)

Staff:

Melissa Thackston

1. Review Process

The Task Force will begin review applications at today's meeting and asking questions for applicants. Decisions regarding which applications to fund will begin on the Dec. 16 meeting with final decisions occurring over the January meetings as necessary.

2. Staff Updates

Staff provided updates regarding estimated funding and changes to the HOME program. Social projects are estimated to have \$60,000 and housing projects are estimated to have \$80,000 funding available for the Task Force to award. HUD has recently issued the HOME Final Rule. The new rule significantly changes what is required for downpayment assistance projects and staff is extremely hesitant to use HOME funds for these types of projects in the future. This year, only HOME funds are available for housing projects; therefore staff is recommending the Task Force does not consider downpayment assistance projects.

3. General Questions

None.

4. Preliminary Discussion of Applications

Task Force members began reviewing applications and discussing any questions or additional information they would like from applicants. For all applications, they would like data on outcomes from previous years relating to number benefited and also more meaningful data such number that became employed, long-term impacts, etc.

Members discussed the two remaining housing applications for homeowner rehab. There was concern that AHIP and BGiA were duplicating services. Members felt both are strong and valid organizations but that with limited funding only AHIP



should be funded since they have better capacity and operate all year. Members would like to see more collaboration between agencies if possible.

5. Other Business (if any)

**SAT CDBG ED Meeting Notes**  
**December 6, 2013**  
**9:00 am**  
**City Space Small Conference Room**

Members Present:

David Ellis (leave early)  
Mike Murphy (leave early)  
Diane Kuknyo (arrive late)  
Hollie Lee  
Jason Ness  
Tierra Howard  
Melissa Thackston

1. Review Process

Melissa provided a brief overview of CDBG Economic Development funds and the applications received. CRHA applications will be funded with CHF monies available to the agency as appropriate and will not be considered at this time. Since Council did not award any funds towards facility improvement projects, Barrett's application could only be funded if money awarded towards ED projects remains available after SAT members make their recommendations.

2. Discussion of Applications

Members reviewed and recommended funding for the applications received.

Laketa Kelly, Blossoms Childcare: Members appreciated the effort put forth by this application, but at this time do not think the business is far enough along to receive funding. Members suggested Ms. Kelly contact CIC or Seedplanters to further develop the business plan. Members would like to see the business up and running and with a location secured before considering investing CDBG funds.

Community Investment Collaborative: Some members had concerns about who they are serving and if it is truly the low-mod population of Charlottesville. It was noted that CIC currently has a large cash balance and a request for \$60,000 is too much given their available assets. All members supported awarding \$7,500 support the cost of 20 scholarships for those under 80% AMI.

Computers4Kids: Melissa had concerns that as currently proposed, the application is not eligible under ED funds as it is more a Public Service/Social project. Members liked the idea and said they would support funding the portions that relate to the direct cost to the businesses. Melissa and Jason will work with C4K to revise the application to qualify as an ED project.

Seedplanters: Some members were concerned that the budget could be cut down to be more reasonable. It was noted that the largest line item was staff time and that the amount requested for the awards event seemed too large. Members felt that a benefit cost of \$1200-1500 per person was more reasonable. Members supported funding this application at \$15,000.

OED ACE: Members liked that this application directly helped existing businesses versus other applications that were geared towards helping people start businesses. Hollie and Jason explained how they partnered with a consultant to help identify what each business needs in terms of marketing and capacity building and they works with that business to meet those needs. No one from OED participated in the discussion of how much funding to award. Members supported fully funding this application.

Barrett Early Learning Center: Members had some concerns about the long term sustainability of the center including its enrollment and budget. It was suggested that while not a business but a non-profit, BELC should be required to complete business planning, perhaps working with OED. It was also suggested that the City place a deed on the building in the amount of funding awarded for a set period of time to secure its investment. It was also noted that supporting this application was in keeping with the SAT recommendations regarding childcare options. Members supported funding this application with any remaining available funding.

Based on the discussion funding recommendations are as follows:

CIC:	\$7,500
OED:	\$50,500
Seedplanters:	\$15,000
C4K:	TBD
Barrett:	Remaining funding available

**CDBG Task Force Meeting Notes**  
**December 16, 2013**  
**2:00**  
**NDS Conference Room**

Members Present:

Sarah Lawson  
Marnie Allen  
Sarah Malpass (via phone)  
Mary Alex  
Lisa Green

Staff:

Melissa Thackston

1. Review applicant data

Members reviewed previous meeting minutes and responses/additional data provided by applicants.

There were some concerns from members not present at the last meeting about the decision not to fund BGiA, particularly since it is run by Darden students and is a great way for them to learn about non-profit work and the challenges faced by the low-mod population.

2. Continue Discussion of Social Applications and Preliminary Budget

Members went over each application and refined which ones were higher funding priorities. Some were ranked as 'Tier 1', meaning that members would like to see these applications funded above others, though not necessarily at full funding levels.

CALM: Concern that they only serve Fifeville residents. If funded, members would like to see it open citywide. There was some confusion about how this program differs from the regular VIDA program. Do these participants not qualify for VIDA? What debts are they paying off and what are the small matches? The application briefly answers some of these questions.

C4K: Members stated that they fully favor funding this application. It hits a lot of areas and a lot of priorities. Members like that they teach actual workforce skills and that the parents have to be involved. Members ranked this a Tier 1 application.

OAR: Members feel that they do tremendous work and make an important change in the community for a little bit of money. This also fits Council's larger priority as a 'City of Second Chances.' Members appreciated the anecdotes that were shared and feel that they show OAR staff forms true relationships. Members ranked this a Tier 1 application.

CAYIP: At the previous meeting, members expressed strong support for this application. There was some concern that they do not really have hard data or track what happens to the youth that participate. Some members would like to see them do a better job tracking in the future. Other members wanted to see more than just low skills jobs and employers participating, such as those businesses and jobs identified in Economic Developments target industries study. Members agreed that it is a really worthwhile and important program; they would just love to see it expand.

DSS VIEW: Members really liked that this program offers actual training for folks trying to move off the system. Members ranked this as a Tier 1 application.

### 3. Other Business (if any)

Staff updated members on the status of Action Plan/Budget Amendments for prior year projects. The FY 12-13 HOME funds and CHDO funds were supposed to both go towards the creation of affordable housing in a project known as Evangeline. That project has since fallen through. The HOME funds are now being awarded to AHIP and the CHDO funds to PHA for use in the CALM development between 5<sup>th</sup> and Prospect. Unallocated Economic Development funds from FY 13-14 are being reprogrammed to facility improvements at Barrett Early Learning Center as that is a need that has been identified and is project ready to help the City meet its timeliness goals. It was suggested that since AHIP is receiving this extra money, some FY 14-15 money be set aside for BGiA, and there was consensus to do so.

Members had a discussion about the need for flexible and affordable childcare options for low-income families. They would like to see programs that support childcare recommended as a priority for funding to Council for FY 15-16.

**CDBG Task Force Meeting Notes**  
**January 9, 2014**  
**10:00**  
**NDS Conference Room**

Members Present:

Sarah Lawson  
Marnie Allen  
Sarah Malpass  
Matthew Slaats  
Mary Alex  
Lisa Green

Staff:

Melissa Thackston

1. Finalize Social Budget

Members presented different funding options and weighed the pros and cons of each. Suggested options included reducing every application by about \$5,000; funding those listed as Tier 1 at 75% and those as Tier 2 at 50%; or equal percentage reduction for all applicants. Members agreed they preferred awarding more funds/percent towards applications that were deemed Tier 1. There was concern that with a 50% reduction Tier 2 applicants would not receive enough funds to carry out their projects, but staff thought they would based on prior funding amounts.

Members wanted to convey to all applicants that they would like to see better long-term tracking in future applications and that any funds awarded need to be made available to all City residents.

Lisa Green made a motion to recommend the following budget to the Planning Commission and City Council; Marnie Allen seconded; the motion was approved 6-0.

Recommended Social Budget:

Computers4Kids	\$18,500
OAR	\$15,000
DSS VIEW	\$16,500
CALM IDA	\$ 5,000
CAYIP	\$ 5,000

2. Finalize Housing Budget Deferred to 1/23 meeting.
3. Other Business (if any) None

**CDBG Task Force Meeting Notes**  
**January 23, 2014**  
**2:00**  
**NDS Conference Room**

Members Present:  
Sarah Lawson  
Mary Alex

Staff:  
Melissa Thackston (via phone)  
Kathy McHugh  
Margot Elton

1. Finalize Housing Budget

Different funding options were presented and members weighed the pros and cons of each. Suggested options included determining an amount for downpayment projects and an amount for rehab projects and then deciding how to split the funds among agencies. One member felt that AHIP and Habitat should be considered Tier 1 applications. She thought that AHIP represented more people and had stronger measurable and outcomes and that Habitat was able to reach a greater need. Members agreed that they liked all four applicants and would like to see all receive some level of funding. Staff did not have any concerns about any of the agencies receiving funds in the amounts suggested.

The following budget was suggested and agreed upon by the members that were present:

Habitat for Humanity:	\$30,000
AHIP:	\$30,000
BGiA:	\$10,000
PHA	\$10,000

Members did not wish to put any conditions or stipulations on the recommendations.

Recommendations will be emailed to the full CDBG TF for a vote.

2. Finalize Contingency recommendation based on actual funding amount.

Members decided it would be best to keep things simple and add/subtract funding on a pro-rata percentage equally to all funded agencies.

3. Other Business (if any) None

**SAT CDBG ED Meeting Notes**  
**February 7, 2013**  
**9:00 am**  
**OED Conference Room**

Members Present:

David Ellis  
Kelly Logan  
Diane Kuknyo  
Hollie Lee  
Jason Ness  
Tierra Howard  
Chris Engel  
Melissa Thackston (via phone)

1. Staff Update

Melissa provided members of the SAT with a brief review of the previous discussion and an update on the revised application from Computers4Kids.

2. Discussion of C4K Application

Members reviewed the revised C4K applications. Members felt this version was more clearly an Economic Development project and liked that C4K would be able to utilize its resources to provide websites for existing businesses. Members felt this project should be given full funding.

3. Vote on Final Budget

A motion was made, seconded, and approved (4-0-4) to fund the following agencies at the following amounts:

CIC:	\$7,500
OED:	\$50,500
Seedplanters:	\$15,000
C4K:	\$46,500
Barrett:	\$12,500

It was pointed out that the only agencies receiving full funding were those that would be helping current, existing businesses versus those that would be helping entrepreneurs.

The staff of OED and Melissa Thackston abstained from voting.



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



<b>Agenda Date:</b>	April 7, 2014
<b>Action Required:</b>	Approve Appropriation
<b>Presenter:</b>	Lieutenant Cheryl Sandridge, Charlottesville Police Department
<b>Staff Contacts:</b>	Lieutenant Cheryl Sandridge, Charlottesville Police Department
<b>Title:</b>	<b>Greenstone on 5th Corporation Sponsorship Agreement - \$84,194</b>

**Background:** Greenstone on 5<sup>th</sup> Corporation would like to enter into a Sponsorship Agreement whereby a donation will be made to the Charlottesville Police Department for \$84,194 to support enhanced police coverage within and adjacent to Greenstone on 5<sup>th</sup> Apartments.

**Discussion:** Enhanced coverage involves police officers being assigned to public patrol duties in the sponsored coverage area in addition to those officers who could be assigned within normal budgetary constraints. Acceptance of the donation under this arrangement will not require officers to be pulled away from other areas of coverage within the City. Even in these circumstances the Chief will have full authority to deploy the officers elsewhere to meet operational necessities.

**Community Engagement:** Added security creates a safer environment for people in our community.

**Alignment with City Council's Vision and Priority Areas:** Approval of this agenda item aligns directly with Council's vision for Charlottesville to be **America's Healthiest City** by providing a safer environment in this area while causing no impact on regular Police resources.

**Budgetary Impact:** This Sponsorship agreement is a donation that will cover all costs associated with the added security, with no cost to the City.

**Recommendation:** Staff recommends approval and appropriation of donated funds.

**Alternatives:** The alternative is not to approve this appropriation, which would result in the inability to provide enhanced coverage to the sponsored coverage area.

**Attachments:** none

**APPROPRIATION.**  
**Greenstone on 5th Sponsorship Agreement.**  
**\$84,194.**

**WHEREAS**, the City of Charlottesville has received a donation from Greenstone on 5<sup>th</sup> Corporation to fund enhanced police coverage for the area of Greenstone on 5<sup>th</sup> Apartments, including salary, equipment, technology and related administrative expenses associated with provisions of such enhanced coverage.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the sum of \$84,194, to be received as a donation from Greenstone on 5<sup>th</sup> Corporation.

**Revenues**

\$84,194	Fund: 105	Internal Order: 2000113	G/L Account: 451999
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**Expenditures - \$84,194**

\$75,775	Fund: 105	Internal Order: 2000113	G/L Account: 510060
\$8,419	Fund: 105	Internal Order: 2000113	G/L Account: 599999

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



<b>Agenda Date:</b>	April 7, 2014
<b>Action Required:</b>	Approval and Appropriation
<b>Presenter:</b>	Areshini Pather, Commonwealth Attorney's Office
<b>Staff Contacts:</b>	Areshini Pather, Commonwealth Attorney's Office Leslie Beauregard, Budget Manager
<b>Title:</b>	<b>Domestic Violence Services Coordinator Grant - \$44,836</b>

**Background:** The City of Charlottesville has been awarded \$38,336 from the Department of Criminal Justice Services for the Charlottesville/Albemarle Domestic Violence Community Services Coordinator in the City's Commonwealth's Attorney's Office. There is a local match requirement, which will be met by a combination of \$6,500 cash and \$8,161 in-kind match, for a total of \$14,661 match.

**Discussion:** The Domestic Violence Coordinator position assists in the efficient delivery of services and access to the court process for the victims of domestic violence in both Charlottesville and Albemarle County by helping in the preparation of domestic violence cases for prosecution and by assisting victims in obtaining protective orders. The Coordinator serves as a case manager on behalf of victims in relation to their interactions with community agencies that deliver needed services such as shelter, civil legal assistance, and counseling. No other person in local government fills this specific function on behalf of victims of domestic violence.

**Community Engagement:** The Domestic Violence Coordinator is a direct service provider and is engaged daily with victims of domestic violence and stalking who access services through referrals from police, court services, social services and other allied agencies. The Coordinator serves on several coordinating councils, such as KidsWatch, the Albemarle/Charlottesville Domestic Violence Council, the Monticello Area Domestic Violence Fatality Review Team, and the Charlottesville/Albemarle Evidence Based Decision Making Policy Team.

**Alignment with City Council's Vision and Priority Areas:**

Approval of this agenda item aligns directly with Council's vision for Charlottesville to be **America's Healthiest City** and contributes to their 2012-2014 priority to: *Provide a comprehensive support system for children.* The Domestic Violence Coordinator contributes to the health and safety of the community by connecting victims of domestic violence and their children to service providers for emergency shelter, medical and mental health services, housing resources, legal assistance and other services.

**Budgetary Impact:** This grant requires a minimum local match of \$14,661. The City's Commonwealth Attorney's Office will provide \$500 cash match, and an in-kind match of \$4,161 for time donated to the program and office expenses. Albemarle County is to contribute \$6,000

cash as part of their match, and an in-kind match of \$4,000 for time donated to the program. The total anticipated cash and in-kind match of \$14,661 is sufficient to meet the minimum requirement.

**Recommendation:** Approval and appropriation.

**Alternatives:** In the event that the grant is not funded or that the funds are not appropriated, this position will cease to exist, as there are no other funds to support it.

**APPROPRIATION.**

**Domestic Violence Services Coordinator Grant.**

**\$44,836.**

**WHEREAS,** The City of Charlottesville, through the Commonwealth Attorney's Office, has received the Domestic Violence Services Coordinator Grant from the Virginia Department of Criminal Justice Services in the amount of \$38,336 in Federal pass-thru funds, Albemarle County is to contribute an additional \$6,000 in local cash match, and the City Commonwealth Attorney's Office will contribute up to \$500 cash match, as needed to meet salary and benefit expenses.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the sum of \$44,836 is hereby appropriated in the following manner:

**Revenues**

\$38,336	Fund: 209	Cost Center: 1414002000	G/L Account: 430120
\$ 6,000	Fund: 209	Cost Center: 1414002000	G/L Account: 432030
\$ 500	Fund: 209	Cost Center: 1414002000	G/L Account: 498010

**Expenditures**

\$44,836	Fund: 209	Cost Center: 1414002000	G/L Account: 519999
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**Transfer**

\$ 500	Fund: 105	Cost Center: 1401001000	G/L Account: 561209
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**BE IT FURTHER RESOLVED,** that this appropriation is conditioned upon the receipt of \$38,336 from the Virginia Department of Criminal Justice Services, and \$6,000 from the County of Albemarle, Virginia.

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



Agenda Date:	April 7, 2014
Action Required:	Approve Resolution
Presenter:	Chris Engel, Director of Economic Development
Staff Contacts:	Maurice Jones, City Manager Chris Engel, Director of Economic Development
Title:	<b>Loan Extension Request for The Lewis &amp; Clark Exploratory Center of Virginia, Inc. - \$130,000</b>

**Background/Discussion:** At its April 15, 2013 meeting City Council approved a loan in the amount of One hundred thirty thousand dollars (\$130,000) to The Lewis & Clark Exploratory Center of Virginia, Inc. (“Lewis & Clark”) to assist in the completion of their new visitor center located at Darden Towe Park. The loan was interest free for a period of 6 months. The county of Albemarle made a similar loan to Lewis & Clark at the same time.

In September of 2013 Lewis & Clark requested a six month extension on the due date of the original loan which was granted by the City Council.

In a recent letter to the Economic Development Authority, which coordinated and issued the loan, Lewis & Clark has requested another six month extension on the due date of the original loan.

Lewis & Clark indicated they had made a similar request of the County.

**Community Engagement:** N/A

**Alignment with City Council’s Vision and Priority Areas:** Approval of this agenda item aligns directly with Council’s vision for **C’ville Arts and Culture**.

**Budgetary Impact:** This item has no direct budgetary impact other than delaying the repayment of the One hundred thirty thousand dollars (\$130,000) to the Strategic Investment Fund.

**Recommendation:** Staff recommends that Council approve a resolution extending the due date of the loan to October 30, 2014.

**Alternatives:** N/A

**Attachments:** Letter to Economic Development Authority dated March 10, 2014

## **RESOLUTION**

### **Proposed Loan Extension for The Lewis & Clark Exploratory Center of Virginia, Inc.**

**BE IT RESOLVED** by the City Council of the City of Charlottesville that the due date for funds previously transferred from the City's Strategic Investment Fund to the Charlottesville Economic Development Authority (CEDA) for the purpose of a loan to The Lewis & Clark Exploratory Center of Virginia, Inc.; be extended to October 30, 2014.

**BE IT FURTHER RESOLVED** by the City Council of the City of Charlottesville that once the funds have been repaid to CEDA, \$130,000 will be returned to the City's Strategic Investment Fund.





**LEWIS & CLARK**  
EXPLORATORY CENTER

P.O. Box 281  
Charlottesville, Virginia 22902  
P: (434) 979-2425  
Email: [lewisandclark@lewisandclarkvirginia.org](mailto:lewisandclark@lewisandclarkvirginia.org)  
[www.lewisandclarkvirginia.org](http://www.lewisandclarkvirginia.org)

March 10, 2014

*President*  
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Dan Mahon  
Diana Marchibroda  
Dr. Eileen Merritt  
The Honorable Rodney Thomas  
Anne Tufts

**BY HAND DELIVERY**

Chris Engle, Director  
Office of Economic Development  
City of Charlottesville  
City Hall - 610 East Market Street  
Charlottesville, VA 22902

Re: Note to the Economic Development Authority of  
the City of Charlottesville, Virginia, dated April 30, 2013, in  
the face amount of \$130,000.00

Dear Mr. Engle:

Pursuant to paragraph 1 of the above note, the Lewis & Clark Exploratory Center of Virginia, Inc. respectfully requests that the date by which the Principal Amount Outstanding shall be due and payable in the above be extended for an additional six months to October 30, 2014.

Although our building is virtually finished, pictures attached, the site work is not complete and we are not yet in a position to get a certificate of occupancy, which precludes opening and the substantial ability to fundraise resulting from opening. Accordingly, the revenues both from operations and additional fundraising from being open have not yet occurred.

We have also requested extra time from the County Economic Development Authority.

We would be glad to meet with the board or the Authority if you wish.

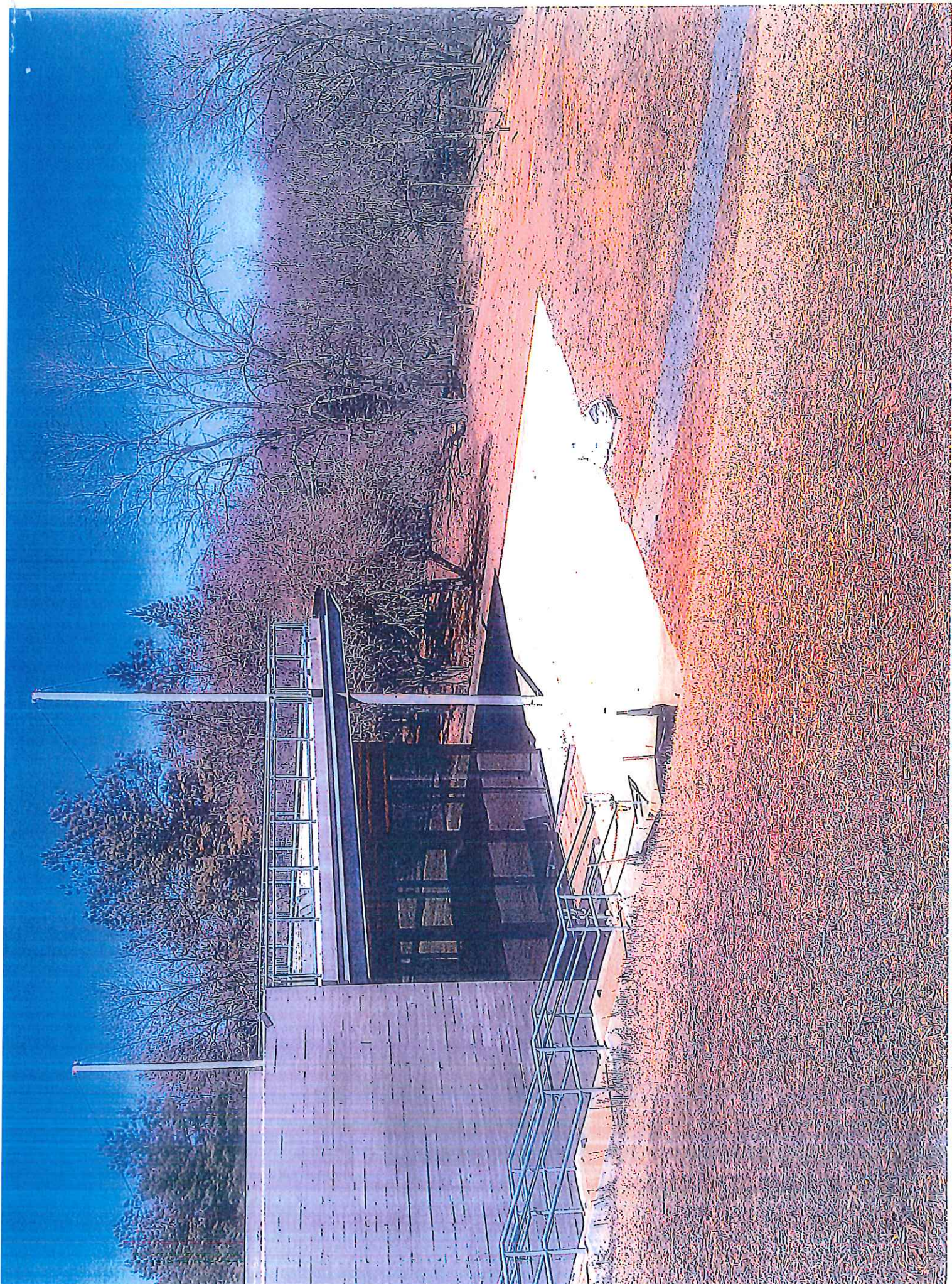
Thank you.

Very truly yours,

Francis McQ. Lawrence

Cc: S. Craig Brown, Esquire  
John C. Lowry, County of Albemarle Economic Development Authority  
Lewis & Clark Exploratory Center Board of Directors  
Alexandria Searls, Executive Director





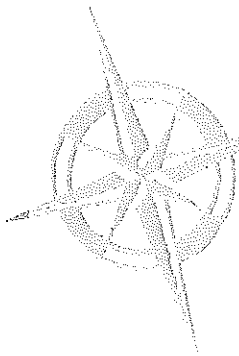












**LEWIS & CLARK**  
EXPLORATORY CENTER

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March 10, 2014

*President*  
Francis McQ. Lawrence, Esq.

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Eric Johnson  
Valerie L'Herrou  
Dan Mahon  
Diana Marchibroda  
Dr. Eileen Merritt  
The Honorable Rodney Thomas  
Anne Tufts

**BY HAND DELIVERY**

ATTN: John C. Lowry, Chairman.  
Economic Development Authority  
County of Albemarle  
401 McIntire Road  
Charlottesville, Virginia 22902

Re: Note to the Economic Development Authority of  
Albemarle County, Virginia, dated April 17, 2013, in  
the face amount of \$130,000.00

Dear Mr. Lowry:

Pursuant to paragraph 1 of the above note, the Lewis & Clark Exploratory Center of Virginia, Inc. respectfully requests that the date by which the Principal Amount Outstanding shall be due and payable in the above be extended for an additional six months to October 30, 2014.

Although our building is virtually finished, pictures attached, the site work is not complete and we are not yet in a position to get a certificate of occupancy, which precludes opening and the substantial ability to fundraise resulting from opening. Accordingly, the revenues both from operations and additional fundraising from being open have not yet occurred.

We have also requested extra time from the Charlottesville Office of Economic Development.

We would be glad to meet with the board or the Authority if you wish.

Thank you.

Very truly yours,

Francis McQ. Lawrence

Cc: Larry W. Davis, County Attorney  
Chris Engle, City of Charlottesville Office of Economic Development  
Jack Kelsey (by electronic mail)  
Trevor Henry (by electronic mail)  
Lewis & Clark Exploratory Center Board of Directors  
Alexandria Searls, Executive Director

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## CITY OF CHARLOTTESVILLE, VIRGINIA CITY COUNCIL AGENDA

<b>Agenda Date:</b>	April 7, 2014
<b>Actions Required:</b>	Yes (Approval of Resolution – One Reading)
<b>Staff Presenter:</b>	Maurice Jones, City Manager
<b>Staff Contacts:</b>	Maurice Jones, City Manager Craig Brown, City Attorney
<b>Re:</b>	Amendment of City Manager Employment Agreement

**Background:** In December 2010 City Council approved an Employment Agreement for City Manager Maurice Jones. Section 6 of the Agreement provides for the Manager’s annual salary and states that City Council will notify the City Manager on or before November 7 of each subsequent year of the adjusted base salary it will pay the Manager for the next twelve months.

**Discussion:** Two changes are proposed for City Council’s consideration. The attached Resolution, if approved by Council, would increase the City Manager’s current salary by two percent, effective July 1, 2013. Two percent was the cost of living increase approved by City Council last year as part of the FY 2014 budget for all other City employees.

The second proposed change would amend the second paragraph of section 6 of the Employment Agreement. If this change is approved by Council the Manager will receive the same salary increase each year as any other City employee – it will be the percentage increase, if any, approved as part of the City’s operating budget, and effective as of July 1 of each year.

**Alternatives:** A salary increase for the City Manager and the amount thereof is at the discretion of City Council.

**Budgetary Impact:** The direct budgetary impact will be the amount of the salary increase.

**Recommendation:** Adoption of the attached Resolution

**Attachments:** Resolution amending the City Manager’s Employment Agreement  
City Manager’s Employment Agreement

**RESOLUTION  
AMENDING AND APPROVING  
THE CITY MANAGER'S EMPLOYMENT AGREEMENT**

**BE IT RESOLVED** by the Council for the City of Charlottesville, Virginia that Section 6 (“Salary”) of the City Manager’s Employment Agreement between the City of Charlottesville and City Manager Maurice Jones, dated December 7, 2010, as amended, is hereby amended as follows:

- a) Increase the City Manager’s annual base salary by two percent (2%), effective July 1, 2013; and
- b) Effective July 1, 2014, and on each July 1 thereafter during the term of the Employment Agreement, increase the annual base salary by the same percentage as the general salary or cost of living increase approved by City Council for all general full time City employees, as part of the City’s annual operating budget.



**CITY MANAGER'S  
EMPLOYMENT AGREEMENT**  
(beginning December 7, 2010)

**THIS AGREEMENT**, made and entered into this 7<sup>th</sup> day of December, 2010, by and between the Council of the City of Charlottesville, Virginia, a municipal corporation, hereinafter called City Council, as party of the first part, and Maurice T. Jones, hereinafter called Manager, as party of the second part, both of whom understand as follows:

**WITNESSETH:**

**WHEREAS**, the City Council desires to employ the services of Maurice T. Jones as its City Manager as provided by the City Charter and Code; and

**WHEREAS**, it is the desire of the City Council to provide certain benefits, establish certain conditions of employment and to set working conditions of said employee; and

**WHEREAS**, it is the desire of the City Council (1) to retain the services of Maurice T. Jones as City Manager (hereinafter referred to as 'Manager' and to provide inducement for him to remain in the City's employment, (2) to make possible full work productivity by assuring the Manager's morale and peace of mind with respect to future security, and (3) to provide a just means for terminating the Manager's employment when City Council may desire to do so; and

**WHEREAS**, Maurice T. Jones desires to accept employment as City Manager of Charlottesville;

**NOW, THEREFORE**, in consideration of the mutual covenants described below, the parties agree as follows:

**SECTION 1. EMPLOYMENT**

City Council hereby agrees to employ Maurice T. Jones as City Manager pursuant to the terms and conditions set forth herein to perform the functions and duties specified in the City Charter and Code of the City of Charlottesville, Virginia and to perform other legally permissible and proper duties and functions that the Council shall assign from time to time.

## **SECTION 2. INITIAL TERM AND RENEWALS**

A. The term of this agreement shall be from December 7, 2010 to December 6, 2015 unless sooner terminated by either party in accord with provisions of this agreement.

B. This agreement may be renewed for an additional 5 year term beginning December 7, 2015 by mutual written agreement of the parties. In the event that Council decides not to renew, the agreement shall expire as of December 7, 2015 and the City shall be obligated for payments to the Manager as set forth in Section 7 (A) below.

## **SECTION 3. TERMINATION BY MANAGER**

This agreement may be terminated by the Manager during its term or any renewal thereof by giving the City Council ninety (90) days written notice. In that event, the Manager's annual salary and other benefits shall be pro-rated as of the termination date, he shall be paid for his accrued annual leave, and the City shall have no further obligations under this agreement.

## **SECTION 4. TERMINATION BY CITY COUNCIL**

A. Nothing contained in this agreement shall impair the right of the City Council to terminate the employment of the Manager pursuant to section 7 (B), below, at Council's sole discretion, without any formal investigation or hearing and without stating charges or complaints against the Manager, provided that in the event of such termination by City Council, the City shall be liable to the Manager for the payment on termination described in Section 7(B) below.

B. City Council may terminate or decline to renew the Manager's employment without incurring liability for the payments described in Section 7 below at any time after the Manager has been convicted of any criminal offense other than misdemeanor traffic offenses. In the event the Manager is charged with such a criminal offense during the term of this agreement, the Council may, in its sole discretion, suspend the Manager, with or without pay, pending final resolution of such criminal charge.

## **SECTION 5. TERMINATION ON DISABILITY OR DEATH**

A. If the Manager becomes permanently disabled, or if he is unable to perform his duties because of sickness, accident, injury or mental incapacity for a period of four successive weeks beyond the expiration of any accrued sick leave, City Council may terminate this agreement, without incurring the termination pay obligation described in Section 7; and

B. If the agreement is terminated by the death of the Manager, the City shall not incur any additional pay obligations, but shall remain obligated for the payment of any insurance, pension or other benefits payable to the Manager's heirs, assigns or estate.

## **SECTION 6. SALARY**

A. Effective November 7, 2011, the Council agrees to pay the Manager for his services rendered pursuant to this agreement a base salary at the rate of \$173,400.00 per year, payable on the same schedule as other salaried employees of the City are paid.

~~B. City Council shall notify the Manager on or before November 7, 2011, and on or before each November 7 thereafter of the adjusted annual base salary it will pay the Manager during the ensuing 12 months of the agreement, which shall be no less than the salary set forth in Section 6 (A), unless the parties agree otherwise.~~

Effective July 1, 2014, and on each July 1 thereafter during the term of this Agreement, the Manager's annual base salary shall increase by the same percentage as the general salary or cost of living increase approved by City Council for all general full time City employees, as part of the City's annual operating budget.

## **SECTION 7. PAYMENTS ON NON-RENEWAL AND TERMINATION**

A. Non-renewal. If the Manager desires his employment to extend beyond the end of the term established herein (December 7, 2013), he shall give a written request for renewal of his contract to City Council no later than September 7, 2013. In the event City Council shall elect not to renew this agreement, as may be requested by the Manager, it shall so advise the Manager in writing no later than September 7, 2013. In the event of such non-renewal, the Manager and City Council agree that the Manager shall continue to be employed as City Manager through December 7, 2013, unless the parties mutually agree otherwise or unless employment is terminated pursuant to Section 7 (B). At the conclusion of the Manager's employment on December 7, 2013, the Council shall continue Manager's salary as in effect as of the date of termination for each of the next six (6) months. The Manager may, at his sole discretion, elect to accept this severance as a one-time lump sum payment or as periodic payments for a period of his choosing. The Manager shall also be entitled to payment for any accrued annual vacation leave.

B. Early Termination. The City Council may terminate this agreement and the employment of the Manager without cause at any time during the contract term, upon written notice of the termination given to the Manager at least sixty (60) days prior to the effective date of the termination. In the event of such termination without cause, the City Council agrees that the City will pay to the Manager his salary in effect as of the

date of termination for a period of twelve (12) months following the date of termination. The Manager may, in his sole discretion, elect to accept this severance as a one-time lump sum payment or as periodic payments for a period of his choosing. The Manager shall also be entitled to payment for any accrued annual vacation leave.

. C. *Other*. The non-renewal or termination payments provided for in this section shall not be considered as part of the Manager's base pay in computing the City's contribution to the Manager's retirement plan pursuant to Section 13 of this contract.

## **SECTION 8. PERFORMANCE EVALUATION**

A. The City Council shall review and evaluate the performance of the Manager by October 1 of each year, beginning October 1, 2011. The review and evaluation shall be in accordance with specific written criteria to be developed jointly by the City Council and the Manager.

B. Annually, during the term of this agreement and any renewals thereof, the City Council and Manager shall define goals and performance objectives for the proper operation of the City and the fulfillment of the Council's policies. They shall further establish priorities among those goals and objectives, which shall be agreed upon in writing by October 1 of each year of this agreement.

C. City Council may, in its discretion, award the Manager a performance based salary increase, in an amount designated by the City Council for significant progress towards accomplishment of the goals and performance objectives for the operation of the City and the fulfillment of the Council's policies.

D. As part of the goals and performance objectives defined pursuant to paragraph (B) of this Section, the Manager and City Council shall identify, in writing, certain stretch objectives, or ambitious and challenging goals which will be difficult for the Manager to achieve but which will have a significant and lasting positive effect on the City if accomplished. The Manager shall include these agreed-upon stretch objectives in his annual work plan and, during each subsequent performance evaluation, provide City Council with a written report on the status of his work towards those objectives. City Council may, in its discretion, award the Manager a one-time salary supplement in an amount up to 10% of his annual base salary for accomplishment, or for significant progress towards accomplishment, of any agreed-upon stretch objective.

## **SECTION 9. HOURS OF WORK AND LIMITATIONS ON OTHER EMPLOYMENT**

It is recognized that the Manager must devote a great deal of time outside the normal office hours of the City, and to that end the Manager will be allowed periodically to take time off during normal office hours. The Manager may hold employment or

operate business during non-duty hours, provided the employment or business does not cause a conflict of interest, does not reflect unfavorably upon the City service, does not impair the employee's ability to perform City duties, and is not performed in City facilities or with City supplies and equipment. The Manager shall inform City Council, by written notice to the Mayor, of any such outside employment at least thirty (30) days prior to the start of such employment. The Manager will take personal or vacation leave for any outside employment or business activity performed during times when the Manager would normally be performing duties pursuant to this agreement.

#### **SECTION 10. AUTOMOBILE**

The Manager's duties require that he shall have the exclusive and unrestricted use at all times during his employment with the City of Charlottesville of an automobile provided to him by the City. The City shall be responsible for liability, property damage and comprehensive insurance, and for the purchase, operation, maintenance, repair and regular replacement of said automobile.

#### **SECTION 11. VACATION AND SICK LEAVE BENEFITS**

The Manager shall be entitled to 164 hours of vacation and administrative leave per year (120 hours of annual leave through accrual and 44 hours of administrative leave which must be used by the end of the calendar year). The City may consider adjustments to these figures during future discussions on compensation. The Manager shall be entitled to any other categories of leave and paid holidays on the same basis as other City employees.

#### **SECTION 12. INSURANCE BENEFITS**

A. The City will provide at City expense family health care insurance for the Manager equal to that provided to other full time employees of the City. The City will contribute up to \$1,000 per year toward a personal disability insurance policy for the Manager in addition to the long-term policy the City already provides its employees.

#### **SECTION 13. RETIREMENT BENEFITS**

The Manager's employment date of 2/2/08 shall be the effective date for his participation in the City's Defined Contribution Plan ("the City Retirement Plan" or "Plan"). As such, the Manager's defined benefits under the Plan shall be the same as those benefits owed to any other similarly situated employee within said Plan.

In addition to the foregoing, the City shall also make an annual contribution on behalf of the Manager ("Manager") to the ICMA-RC retirement plan, or a similar deferred compensation plan of the Managers choice, in an amount equivalent to 7% of

the Manager's annual salary in the year of the contribution. Any further contribution to ICMA-RC or other deferred compensation plan beyond that amount shall be the sole responsibility of the Manager.

#### **SECTION 14. PROFESSIONAL ORGANIZATIONS**

City Council agrees to appropriate the required funds to pay for the professional dues reasonably necessary for the Manager's continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for his continued professional participation, growth and advancement, and for the good of the City.

#### **SECTION 15. TRAVEL BENEFITS**

A. City Council hereby agrees to appropriate funds for the travel and subsistence expenses of the Manager for travel to meetings and occasions adequate to continue his professional development, or to pursue necessary official functions for the City, including but not limited to the annual conferences of the International City Management Association, the National League of Cities and the Virginia Municipal League, and state or regional chapters or committees thereof.

B. City Council also agrees to appropriate funds for the travel and subsistence expenses of the Manager for a reasonable number of short courses, institutes or seminars for his professional development and for the good of the City, including an annual leadership development opportunity to be supported in the budget.

#### **SECTION 16. EDUCATIONAL REIMBURSEMENT**

It is in the City's best interest that the City Manager continues his education through pursuit of a Master's Degree in an area that benefits both the Manager and the City of Charlottesville. The City shall provide reimbursement for Master's level courses and supplies upon documentation provided by the Manager of successful completion of the course. The schedule of classes shall be determined by the Manager in consideration of his schedule and workload.

#### **SECTION 17. RESIDENCY**

The Manager shall reside in the City of Charlottesville during the term of this Agreement. Notwithstanding the foregoing and in recognition of the current housing market, the City Council agrees that the City Manager must relocate his residence to the City of Charlottesville, which date will be September 1, 2012. Failure to relocate in the time provided in this Section shall be good and sufficient cause to terminate this Agreement and in that event, the City Council shall have no obligation to pay the

severance compensation provided in paragraph (B) of Section 7 of this Agreement. Notwithstanding the foregoing, the City Council may extend this period for good cause.

Subject to approval as to form by the City Attorneys Office, the City agrees to provide a no-interest loan to the Manager, upon request, toward a 20% down-payment on the Manager's City residence with a maximum down-payment loan limit of \$90,000. The City also agrees to provide a no-interest loan to the manager to assist in paying off his current mortgage upon the sale of his current home. The loan will be repayable in full on a schedule agreed to by the City and the Manager, unless the Manager is terminated without cause, in which case the balance of the loan will be forgiven (assuming the Manager has made regular on-time payments and is not behind on the loan at the time of termination). The City will cover moving expenses to the Manager's new home.

#### **SECTION 18. INDEMNIFICATION**

The City will defend, save harmless and indemnify the Manager against any tort or professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of the Manager's duties, to the maximum extent allowed by law.

#### **SECTION 19. BONDING**

The City will bear the full cost of any fidelity or other bonds required of the Manager under any law or ordinance.

#### **SECTION 20. OTHER TERMS AND CONDITIONS OF EMPLOYMENT**

The City Council, after consultation with the Manager and agreement by the Manager, may fix any other terms and conditions of employment as it may determine from time to time, relating to the performance of the Manager, provided such terms and conditions are not inconsistent with the provisions of this agreement, the City Charter or any other state law.

#### **SECTION 21. NO REDUCTION OF BENEFITS**

The City Council shall not at any time during the term of this agreement reduce the salary, compensation or other financial benefits of the Manager, except to the degree it imposes such a reduction across-the-board for all employees of the City.

**SECTION 22. NOTICES**

Notices pursuant to this agreement shall be given by first class mail, postage prepaid, addressed as follows:

City Council: Mayor  
P. O. Box 911  
Charlottesville, Virginia 22902

Manager: Maurice T. Jones  
1508 Holly Road  
Charlottesville, Virginia 22901

Alternatively, notices required pursuant to this agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the United States Postal Service.

**SECTION 23. ENFORCEABILITY**

In the event the City Council or the City of Charlottesville breaches any of the provisions of this agreement, it shall be responsible for the payment of all reasonable attorney's fees and costs incurred by the Manager in enforcing the agreement.

**SECTION 24. SEVERABILITY**

If any provision, or any portion thereof, contained in this agreement is held unconstitutional, invalid or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.



**IN WITNESS WHEREOF**, the Council of the City of Charlottesville has caused this agreement to be signed and executed in its behalf by its Mayor, and duly attested by its Clerk of the Council, and the Manager has signed and executed this agreement.

**CITY OF CHARLOTTESVILLE**

Attest:

\_\_\_\_\_  
Clerk of Council

By: \_\_\_\_\_  
Satyendra Singh Huja, Mayor

Date: \_\_\_\_\_

\_\_\_\_\_  
Maurice T. Jones, City Manager

*Approved as to Form:*

\_\_\_\_\_  
*City Attorney*

***Original Agreement approved by City Council Resolution adopted December 6, 2010***

***Amended by Resolution adopted December 19, 2011(Change in Residency Requirements)***

***Amended by Resolution adopted May 21, 2012 (2% raise effective 11/7/2011)***

***Amended by Resolution adopted April 15, 2013 (2 year Extension; Salary Supplement; Address Change)***

***Amended by Resolution adopted April \_\_\_\_\_, 2014 (2% raise effective 7/1/2013 and thereafter annual salary increases of the same percentage given to regular full-time employees)***

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CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



Agenda Date:	April 7, 2014
Action Required:	Approve Resolution
Presenter:	John Jones, Charlottesville Area Transit Manager
Staff Contacts:	John Jones, Charlottesville Area Transit Manager Leslie Beauregard, Director, Budget and Performance Management Judy Mueller, Public Works Director
Title:	<b>Charlottesville Area Transit - Proposal to Submit Grant Application for F.Y. 2015 Funding</b>

**Background:**

The proposed resolution is required by the Virginia Department of Rail and Public Transportation (V.D.R.P.T.) as part of the grant application process. Requested funding is for F.Y. 2015.

**Discussion:**

Charlottesville Area Transit works closely with The Thomas Jefferson Planning District and local M.P.O. to meet the transportation needs of our community.

**Capital projects slated for F.Y. 2015 are as follows:**

- Replacement of C.A.T. Buses 306 and 307
- System wide A.V.L. (Automatic Vehicle Locator) replacement
- Bus Stop improvements to include benches, shelters and trash cans
- Required Match:** C.A.T. Bus and Bus- Related Purchases included in F.Y. 2015 C.A.T. C.I.P. request in the amount of \$105,443.

**Non-Capital Projects for F.Y. 2015 are as follows:**

- C.A.T. Operations: Federal and State operating assistance
- Required Match:** Operating funds in the amount of \$2,593,022 which is included in the F.Y. 2015 C.A.T. budget request. J.A.R.C. funding may be available for F.Y. 2015 and were applied for at the time of original F.Y. 2015 grant application submittal. These funds are not guaranteed and are contingent upon state availability of funding. If approved the required authorizing resolution for changes in funding will be submitted through the Budget Office. Total necessary matching funds for F.Y. 2015 operations as of this reading are \$2,593,022

**Community Engagement:**

During F.Y. 2013 Nelson Nygaard Consulting Association performed a Transit Study for the City of Charlottesville. During the study several stakeholders meetings were held for the public to voice their concerns and issues with the current system and were given a chance to give recommendations for the future. All recommendations by Citizens and Nelson Nygaard Consulting Association are

being considered by City Council and will be voted on in the near future. The cost for future implementation of some of the changes was taken into consideration when creating the C.A.T. F.Y. 2015 budget request.

**Alignment with City Council's Vision and Priority Areas:**

This request stays in line with the City's vision of timely and cost effective transportation meeting the needs of our citizens.

**Budgetary Impact:**

All required City match is included in either the F.Y. 2015 C.A.T. budget or C.I.P. request. By this resolution, the City certifies that, the City will provide the required local match.

**Recommendation:**

Staff recommends approval and appropriation of grant funds.

**Alternatives:**

Without approval of this Resolution C.A.T. will not be able to accept these operating funds.

**Attachments:**

N/A

**Resolution Authorizing the Application for  
State Aid to Public Transportation**

BE IT RESOLVED by the Charlottesville City Council that the Transit Manager is authorized, for and on behalf of the City of Charlottesville, hereafter referred to as the, **PUBLIC BODY**, to execute and file an application to the Department of Rail and Public Transportation, Commonwealth of Virginia, hereafter referred to as the, **DEPARTMENT**, for a grant of financial assistance in the amount of \$5,158,441 to defray the costs borne by the **PUBLIC BODY** for public transportation purposes and to accept from the **DEPARTMENT** grants in such amounts as may be awarded, and to authorize the Transit Manager to furnish to the **DEPARTMENT** such documents and other information as may be required for processing the grant request.

The Charlottesville City Council certifies that the funds shall be used in accordance with the requirements of Section 58.1-638.A.4 of the Code of Virginia, that the **PUBLIC BODY** will provide funds in the amount of \$2,698,465 which will be used to match the state funds in the ratio as required in such Act, that the records of receipts of expenditures of funds granted the **PUBLIC BODY** may be subject to audit by the **DEPARTMENT** and by the State Auditor of Public Accounts, and that funds granted to the **PUBLIC BODY** for defraying the expenses of the **PUBLIC BODY** shall be used only for such purposes as authorized in the Code of Virginia. The undersigned duly qualified and acting Clerk of Council of the **PUBLIC BODY** certifies that the foregoing is a true and correct copy of a Resolution, adopted at a legally convened meeting of the Charlottesville City Council held on the 7th day of April, 2014.

If applicant has an official seal  
(Official Seal goes here)

\_\_\_\_\_  
(Signature of Recording Officer)

\_\_\_\_\_  
(Title of Recording Officer)

\_\_\_\_\_  
(Date)

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# CITY OF CHARLOTTESVILLE, VIRGINIA CITY COUNCIL AGENDA



**Agenda Date:** April 7, 2014

**Action Required:** Adoption of Resolution

**Presenter:** James E. Tolbert, AICP, Director of NDS

**Staff Contacts:** James E. Tolbert, AICP, Director of NDS  
Donovan Branche, Traffic Engineer

**Title:** **Transfer of Funds from Capital Improvement Program Contingency - Improvements to Nelson/Northwood/2<sup>nd</sup> Street Intersection and McIntire Road - \$90,000**

**Background:** Several weeks ago staff installed temporary traffic calming and traffic diverters on McIntire Road and at the Nelson/Northwood/2<sup>nd</sup> Street intersection (drawings attached). These changes are designed to slow the traffic at these intersections by eliminating the traffic circle and extending curbs and placing stop signs. It appears that this approach has improved the traffic conditions in the neighborhood.

**Discussion:** The permanent improvements at these locations will have the same impact as the temporary installation. Staff had requested funding in the proposed 2015 Capital Improvements Program but those funds did not make it into the recommended budget. However, City Council has indicated a desire to move forward with these permanent improvements, therefore, this item is on the Council agenda. If approved engineering would start immediately with construction to follow by the end of the year.

**Citizen Engagement:** There have been a number of meetings with the North Downtown Residents Association to discuss this issue.

**Alignment with City Council Vision and Priorities:** Approval of this this agenda item aligns closely with the City Council visions to be:

- A Smart Citizen Focused Government
- A Connected Community

**Budgetary Impact:** Estimates based on the conceptual design are that the project will cost \$88,000 - \$90,000. It is recommended that \$90,000 is transferred from the Capital Improvements Program Contingency Account (CP-080) into Traffic Improvements (SS-010).

**Recommendation:** Staff recommends approval of this resolution.

**Alternatives:** N/A

**Attachments:** N/A



**RESOLUTION**

**Transfer of Funds from Capital Improvement Program Contingency –  
Improvements to Nelson/Northwood/2<sup>nd</sup> Street  
\$90,000**

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

**Transfer From**

\$90,000                      Fund: 426                      WBS: CP-080                      G/L Account: 599999

**Transfer To**

\$90,000                      Fund: 426                      WBS: SS-010/P-00697                      G/L Account: 599999



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



Agenda Date:	March 17, 2014
Action Required:	Approval of Ordinance (First Reading)
Presenter:	Allyson Manson Davies, Deputy City Attorney
Staff Contacts:	Allyson Davies, Deputy City Attorney
Title:	<b>Amendment to City Code Section 2-37; Removal of Commissioners of Charlottesville Redevelopment and Housing Authority</b>

**Background:** The Charlottesville Redevelopment and Housing Authority Board of Commissioners is currently discussing amendments to their by-laws to improve attendance at meetings and to avoid further meetings where there is no quorum to conduct business. One consideration before the CRHA Board is to adopt a provision requiring an automatic request to Council to remove any Commissioner who has a series of unexcused absences. Pursuant to this initiative by CRHA, City Council seeks to clearly establish the standards and procedures which shall apply when considering removal of a CRHA Commissioner.

**Community Engagement:** The proposed addition of subsection (e) to City Code § 2-37 follows Virginia Code § 36-17 and therefore community engagement is not relevant. Adoption of subsection (e) shall help to promote efficiency and ensure that public meetings have a quorum to conduct business and receive comments from the public.

**Discussion:** Virginia Code § 36-1 *et seq.* (hereinafter "Housing Authorities Law") governs the structure and operational requirements for existing housing authorities within the Commonwealth of Virginia. Specifically, Virginia Code § 36-17 addresses the removal of housing authority commissioners. This section states in relevant part:

*For inefficiency or neglect of duty or misconduct in office, a commissioner of an authority of any city or county may be removed by the governing body of such city or county; but a commissioner may be removed only after he shall have been given a copy of the charges at least ten days prior to the hearing thereon and had an opportunity to be heard in person or by counsel. In the event of the removal of any commissioner, a record of the proceedings, together with the charges and findings thereon, shall be filed in the office of the clerk.*

Inefficiency, neglect, and misconduct are not expressly defined within the Housing Authorities Law and such terms should be given their plain meaning.

The proposed amendment adding subsection (e) to City Code § 2-37 allows City council to establish that neglect of duty will include a failure to meet reasonable attendance requirements of the Authority. Further, the addition of this paragraph to the ordinance will provide clear guidance to Council, and the public at large, as to the procedure required to remove an appointed Commissioner. Subsection (e) will promote efficiency and proper adherence to the Housing Authorities law.

**Alignment with City Council's Vision and Priority Areas:** The amended ordinance aligns with Council's vision for a Smart, Citizen-Focused Government as it will encourage Commissioner attendance, promote efficiency and ensure that public meetings have a quorum to conduct business and receive comments from the public.

**Budgetary Impact:** This item has no current impact on the budget. This amendment aligns the City Code to state law.

**Recommendation:** Staff recommends City Council approve the amended ordinance.

**Alternatives:** Council could choose not to add subsection (e) and address any future request for removal of a CRHA Commissioner on a case by case basis.

**Attachments:** Proposed Ordinance

**AN ORDINANCE  
AMENDING AND REORDAINING SECTION 2-37 OF ARTICLE II  
OF CHAPTER 2 (ADMINISTRATION) OF THE  
CHARLOTTESVILLE CITY CODE, 1990, AS AMENDED,  
SETTING REQUIREMENTS FOR REMOVAL OF COMMISSIONERS.**

**BE IT ORDAINED** by the Council for the City of Charlottesville, Virginia, that Section 2-37 of Article II of Chapter 2 of the Code of the City of Charlottesville, 1990, as amended, is hereby amended and reordained, as follows:

**CHAPTER 2. ADMINISTRATION  
ARTICLE II. CITY COUNCIL  
Division 1. Generally**

**Sec. 2-37. Designation and appointment of board of commissioners of city redevelopment and housing authority.**

(a) Notwithstanding any provision of law to the contrary, the terms of all commissioners of the Charlottesville Redevelopment and Housing Authority shall terminate on July 31, 1999; and thereafter commissioners shall be appointed in accordance with the provisions of this section.

(b) Effective July 31, 1999 there shall be seven (7) commissioners of the Charlottesville Redevelopment and Housing Authority appointed by city council. The board of commissioners shall include:

- (1) At least one (1) member of city council;
- (2) At least two (2) current residents of public housing.
- (3) The remaining members of the board of commissioners shall be appointed by city council from the public at-large.

(c) At their first meeting following the effective date of this section, the board of commissioners shall elect one of their members to serve as chair of the board.

(d) Any member of city council appointed to the board of commissioners shall serve a one (1) year term, and shall be eligible for reappointment for so long as such person is a member of city council. The remaining initial appointments to the board shall be equally divided, to the extent possible, between two (2) and three (3) year terms. After expiration of the initial terms all future appointments shall be for three (3) year terms, except for appointments of city council members. Eligibility for reappointment shall be governed by the provisions of City Code section 2-8.

(e) Commissioners of the Charlottesville Redevelopment and Housing Authority shall serve for their full term unless earlier terminated by city council or upon acceptance by city council of a commissioner's resignation. Commissioners may be removed by council for inefficiency, or neglect of duty, including failure to meet reasonable attendance requirements of the Charlottesville Redevelopment and Housing Authority, or for other misconduct in office. Notwithstanding the foregoing, a commissioner may be removed only after such commissioner is given a copy of the charges forming the basis of the removal and an opportunity to be heard in person or by representative prior to removal. At least ten (10) days in advance of the hearing before city council, a commissioner objecting to removal shall be given a copy of the charges which form the basis for the removal. In the event of removal of any commissioner, a record of the proceedings, together with the charges and findings thereon, shall be filed in the office of the clerk of council.

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



<b>Agenda Date:</b>	April 7, 2014
<b>Action Required:</b>	Public Hearing and Approval of Ordinance (1st of 2 Readings)
<b>Presenter:</b>	Leslie Beauregard, Director, Budget and Performance Management
<b>Staff Contacts:</b>	Leslie Beauregard, Director, Budget and Performance Management Jason Vandever, City Treasurer Bernard Wray, Director of Finance
<b>Title:</b>	<b>Amendment to City Code Section 30-451, Cigarette Tax Ordinance Change</b>

**Background:**

The City currently levies a \$0.35 per pack tax on all cigarettes sold within the City. The current rate has been in place since fiscal year 2008. Wholesalers and merchants purchase the stamps from the City Treasurer and affix them to each pack as proof that the tax has been paid. In F.Y. 13 the budget for this revenue source was set at \$585,000. As part of the F.Y. 15 budget proposal, an increase of \$0.20 per pack was proposed, raising the tax rate to \$0.55 per pack. The City estimates that this change will bring in an additional \$265,000 in revenue. This additional revenue is included in the F.Y. 2015 City Manager's Proposed Budget.

**Discussion:**

In establishing the recommended rate increase, City staff carefully evaluated the possible effects of a rate increase, and benchmarked the City's rate to other comparable localities. The City's current rate of \$0.35 is well under the state average of \$0.44, and this change will bring Charlottesville's rate more in line with state averages.

**Community Engagement:**

There have been several opportunities for the community to provide input into the budget with several public hearings on the budget and a few minutes reserved at the end of each budget worksession for public comment and input. In addition, this ordinance change requires a separate public hearing, which was advertised via a legal ad, in the Daily Progress with information on this public hearing and the tax rate change, on March 29, 2014.

**Alignment with City Council's Vision and Priority Areas:**

One effect of raising the City's cigarette tax will be to discourage the use of cigarettes by making the use of cigarettes more expensive. This will help achieve City Council's goal of becoming one of America's Healthiest Cities.



**Budgetary Impact:**

Staff estimates that the rate change will generate an additional \$265,000 in revenue and is included in the City Manager's Proposed Budget for F.Y. 2015.

**Recommendation:**

Staff recommends approval of the ordinance change, increasing the rate from \$0.35 to \$0.55.

**Alternatives:**

Council could elect not to raise the cigarette tax rate at this time, or approve a different rate increase. If that's the case, staff will have to identify an additional \$265,000 either in additional revenue or in the form of expenditure reductions.

**Attachments:**

Proposed Ordinance



**AN ORDINANCE  
AMENDING AND REORDAINING SEC. 30-451 OF ARTICLE XVII  
OF CHAPTER 30 (TAXATION) OF THE  
CHARLOTTESVILLE CITY CODE, 1990, AS AMENDED,  
TO INCREASE THE LOCAL EXCISE TAX ON THE SALE OF CIGARETTES**

**BE IT ORDAINED** by the Council for the City of Charlottesville, Virginia, that Section 30-451 of Article XVII of Chapter 30 of the Code of the City of Charlottesville, 1990, as amended, is hereby amended and reordained, as follows:

**CHAPTER 30. TAXATION**

**ARTICLE XVII. CIGARETTE TAX**

**Sec. 30-451. Levied; amount; tax additional to other taxes.**

In addition to all other taxes of every kind now or hereafter imposed by law, there is hereby levied and imposed by the city an excise tax on the sale of cigarettes equivalent to ~~thirty-five cents (\$0.35)~~ fifty-five cents (\$0.55) on each package containing twenty-five (25) or fewer cigarettes. The tax shall be paid by the seller, if not previously paid, and collected in the manner and at the time provided for in this article, provided that the tax payable for each package of cigarettes sold within the city shall be paid but once. The tax hereby levied shall not apply to free distribution of sample cigarettes in packages containing five (5) or fewer cigarettes.

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



<b>Agenda Date:</b>	April 7, 2014
<b>Action Required:</b>	Approval and Appropriation (1 <sup>st</sup> Reading)
<b>Staff Contacts:</b>	Leslie Beauregard, Director, Budget and Performance Management
<b>Presented By:</b>	Maurice Jones, City Manager Leslie Beauregard, Director, Budget and Performance Management
<b>Title:</b>	First Reading – Tax Levy Ordinance and FY 2015 Budget Appropriation

**Background:** The FY 2015 Budget Appropriation reflects changes/amendments made to the FY 2015 City Manager’s Proposed Budget. This is also the first reading for the annual Tax Levy Ordinance.

**Discussion:** The following amendments have been made to the FY 2015 City Manager’s Proposed Budget. Since Council will not complete their budget until April 10<sup>th</sup>, these amendments reflect only changes Council has made to date. Once Council completes their budget, all amendments will be fully incorporated and Council will amend the budget on second reading.

**City Council Amendments to the  
FY 2015 Proposed General Fund Budget**

<b>Manager's Recommended FY 15 Revenue Estimates</b>	<b>\$ 150,611,460</b>
<b>Amendments to FY 15 Revenue Estimates</b>	
<i>Increase Revenues</i>	
<b>Local Taxes</b>	
Tax on Bank Stock	25,000
Utility Taxes	23,514
<b>Charges for Services</b>	
Parks and Recreation - Friday Night Live Events	1,250
<b>Intergovernmental Revenue</b>	
State Aid for Police Protection	81,103
<b>Total Revenue Amendments</b>	<b>\$ 130,867</b>
<b>Total Amended FY 15 General Fund Revenue Estimates</b>	<b>\$ 150,742,327</b>

<b>Manager's Recommended FY 15 Expenditures</b>	<b>\$ 150,611,460</b>
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**Amendments to FY 15 Expenditures**

***Increase Expenditures***

**City Council Priority Initiatives**

Priority Initiatives Funds (from budget correction) 2,500

**City Departments**

Parks and Recreation - Friday Night Live Events 5,153

**City Schools**

Local Contribution to City Schools 131,232

**Contributions to Outside and Nonprofit Agencies**

Jefferson School Heritage Center 30,000

Tom Tom Founders Festival 5,000

***Decrease Expenditures***

**Employee Compensation and Training**

2% Salary Increase Pool (5,518)

Jefferson School Foundation (37,500)

**Total Expenditure Amendments** **\$ 130,867**

<b>Total Amended FY 15 General Fund Expenditures</b>	<b>\$ 150,742,327</b>
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**City Council Amendments to the  
FY 2015 Transit Fund Budget**

<b>Manager's Recommended FY 15 Transit Fund Revenues</b>	<b>\$ 8,061,065</b>
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***Increase Revenues***

Contribution from Albemarle County 53,420

**Total Transit Fund Budget Revenue Amendments** **\$ 53,420**

<b>Total Amended FY 15 Transit Fund Budget Revenues</b>	<b>\$ 8,114,485</b>
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<b>Manager's Recommended FY 15 Transit Fund Expenditures</b>	<b>\$ 8,061,065</b>
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***Increase Expenditures***

Transit Operations 53,420

**Total Transit Fund Budget Expenditure Amendments** **\$ 53,420**

<b>Total Amended FY 15 Transit Fund Expenditures</b>	<b>\$ 8,114,485</b>
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**City Council Amendments to the  
FY 2015 Proposed Capital Budget**

<b>Manager's Recommended FY 15 Capital Budget Revenues</b>	<b>\$ 16,516,241</b>
<i>Increase Revenues</i>	
CY 2015 Bond Issuance	510,000
<i>Decrease Revenues</i>	
Contribution from Albemarle County (CATEC)	(60,000)
<b>Total Capital Budget Revenue Amendments</b>	<b>\$ 450,000</b>
<b>Total Amended FY 15 Capital Budget Revenues</b>	<b>\$ 16,966,241</b>
<b>Manager's Recommended FY 15 Capital Budget Expenditures</b>	<b>\$ 16,516,241</b>
<i>Increase Expenditures</i>	
Police Mobile Video Recorders	450,000
<b>Total Capital Budget Expenditure Amendments</b>	<b>\$ 450,000</b>
<b>Total Amended FY 15 Capital Budget Expenditures</b>	<b>\$ 16,966,241</b>

**Budgetary Impact:** This is the first of two readings that adopts the final budget for Fiscal Year 2015.

**Recommendation:** Approval and Appropriation (1<sup>st</sup> reading)

**Alternatives:** N/A

**Attachments:** Tax Levy Ordinance; FY 2015 Budget Appropriation

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**AN ORDINANCE  
TO ESTABLISH THE ANNUAL TAX LEVY  
ON VARIOUS CLASSES OF PROPERTY FOR THE  
PAYMENT OF INTEREST AND RETIREMENT OF THE CITY DEBT,  
FOR THE SUPPORT OF THE CITY GOVERNMENT AND  
CITY SCHOOLS, AND FOR OTHER PUBLIC PURPOSES.**

**BE IT ORDAINED** by the Council of the City of Charlottesville that for the year beginning on the first day of January, 2014 and ending the thirty-first day of December, 2014, and each year thereafter which this ordinance is in force, the taxes on property in the City of Charlottesville shall be as follow:

Section 1. Real Property and Mobile Homes

On tracts of land, lots or improvements thereon and on mobile homes the tax shall be \$.95 on every \$100 of the assessed value thereof, to pay the general operating expenses of the City and to pay the interest and retirement on the City debt.

Section 2. Personal Property

On all automobiles, trucks, motorcycles and other motor vehicles; boats and aircraft; and on all tangible personal property used or held in connection with any mining, manufacturing or other business, trade, occupation or profession, excluding furnishings, furniture and appliances in rental units, the tax shall be \$4.20 on every \$100 of the assessed value thereof, to pay the general operating expenses of the City and to pay the interest and retirement on the City debt.

Section 3. Public Service Corporation Property

(a) On that portion of the real estate and tangible personal property of public service corporations which has been equalized as provided in section 58.1-2604 of the Code of Virginia, as amended, the tax shall be \$.95 on every \$100 of the assessed value thereof determined by the State Corporation Commission.

(b) The foregoing subsections to the contrary notwithstanding, on automobiles and trucks belonging to such public service corporations the tax shall be \$4.20 on every \$100 of assessed value thereof.

(c) Such taxes are levied to pay the general operating expenses of the City and to pay the interest and retirement on the City debt.

Section 4. Machinery and Tools

On machinery and tools used in a manufacturing or mining business the tax shall be \$4.20 on every \$100 assessed value thereof, to pay the general operating expenses of the City and to pay the interest and retirement on the City debt.

Section 5. Energy Efficient Buildings

- (a) On energy efficient buildings the tax shall be \$.475 on every \$100 of the assessed value thereof, to pay the general operating expenses of the City and to pay the interest and retirement on the City debt.
- (b) This tax rate is subject to the limitations in Chapter 30, Article V, Division 4 of the Charlottesville City Code, 1990, as amended, and applies only to buildings and not the real estate or land on which they are located.

**BE IT FURTHER ORDAINED** that the ordinance imposing the tax levy adopted April 9, 2013 be and the same is hereby repealed.



RESOLUTION ADOPTING THE BUDGET FOR THE  
CITY OF CHARLOTTESVILLE FOR THE FISCAL YEAR  
BEGINNING JULY 1, 2014, AND ENDING JUNE 30, 2015  
AND PROVIDING FOR THE ANNUAL APPROPRIATION OF FUNDS  
FOR SUCH FISCAL YEAR.

I. ADOPTION OF BUDGET

WHEREAS, pursuant to Section 19 of the City Charter and Section 15.2-2503 of the Code of Virginia, the City Manager has caused to be prepared and presented to City Council a proposed budget for the fiscal year beginning July 1, 2014, and ending June 30, 2015; and

WHEREAS, a synopsis of such proposed budget has been published in the Daily Progress, a newspaper of general circulation in the City, and notice duly given in such newspaper and public hearings held thereon on March 17, 2014 and April 7, 2014, and the estimates of revenues and expenditures therein debated and adjusted by City Council in open public meetings, all as required by the City Charter and Section 15.2-2506 of the Code of Virginia.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville that such document, the statements of fiscal policy set forth therein, and the estimates of revenues and expenditures therein proposed by the City Manager and debated and adjusted by the City Council, are hereby adopted as the annual budget of the City of Charlottesville, for informative and fiscal planning purposes only, for the fiscal year beginning July 1, 2014, and ending June 30, 2015; and that a true and correct copy of the same, as adopted, shall be kept on file in the records of the Clerk of the Council.

II. GENERAL FUND APPROPRIATIONS

BE IT RESOLVED by the Council of the City of Charlottesville that:

A. The sums hereinafter set forth are estimated as General Fund revenues for the fiscal year beginning July 1, 2014.

**Local Taxes**

Real Estate Taxes	\$52,930,727
Personal Property Tax	6,752,334
Public Service Corporation Tax	1,296,916
Penalty/Interest on Delinquent Taxes	350,000
Utility Services Consumer Tax (Gas, Water, Electric)	4,494,500
Virginia Communications Sales and Use Tax	3,333,000
Tax on Bank Stock	925,000
Tax on Wills and Deeds	600,000
Sales and Use Tax	10,659,000

Rolling Stock Tax	13,001
Transient Room Tax	2,919,240
Meals Tax	6,144,083
Short-Term Rental Tax	40,000
Cigarette Tax	850,000
Recordation Tax Receipts	180,000
Vehicle Daily Rental Tax	125,000
<b>Total Local Taxes</b>	<b>\$91,612,801</b>

**Licenses and Permits**

Business and Professional Licenses	\$6,780,527
Vehicle Licenses	825,000
Dog Licenses	15,000
Electrical, Heating, and Mechanical Permits	200,000
Building and Plumbing Permits	600,000
Other Permits	450,000
<b>Total Licenses and Permits</b>	<b>\$8,870,527</b>

**Intergovernmental Revenue**

***Revenue from State Agencies***

PPTRA Revenue (State Personal Property Tax)	\$3,498,256
State Highway Assistance	3,670,000
Reimbursement/Constitutional Offices	1,450,000
State Aid for Police Protection	2,093,768
Trailer Title	1,200
Other State Assistance: Misc. Rev	50,000

***Revenue from Other Intergovernmental Sources***

Jefferson Area Drug Enforcement (JADE)	96,000
School Resource Officers (City Schools)	262,696
Regional Library Administrative Fee	91,500
Fire Department Ops (Albemarle County)	186,000
Fire Department Ops (UVA)	270,054
Juvenile & Domestic Relations Court (Albemarle County)	54,896
Juvenile & Domestic Relations Court Building Maint. (Albemarle County)	62,463
Magistrate's Office (Albemarle County)	4,550
Payments In Lieu Of Taxes (Housing Authority)	25,000
Service Charge (UVA)	30,000
Property Maintenance (UVA)	50,000

**Total Intergovernmental Revenue \$11,896,383**

**Charges for Services**

Property Transfer Fees	\$1,000
Zoning Appeals Fees	500
Court Revenue (Circuit/General District Courts)	425,000
Circuit Court - Online Land Records Subscription Revenue	50,000
Parking Meter Receipts	100,000

Parking Garage Revenue	1,250,000
Internal City Services	1,141,352
Utility Cut Permits	199,000
Recreation Income	1,944,631
Reimbursable Overtime/Public Safety	265,000
Parking Permit Fees	55,000
Payment in Lieu of Taxes: Utilities	5,258,457
Indirect Cost Recovery	125,000
Waste Disposal Fees	850,000
Other Charges for Services	115,000
<b>Total Charges for Services</b>	<b>\$11,779,940</b>

<b>Fines</b>	
Parking Fines	\$450,000
<b>Total Fines</b>	<b>\$450,000</b>

<b>Miscellaneous Revenue</b>	
Interest Earned	\$250,000
Rent	180,000
Hedgerow Properties - Rental and Parking Revenue	196,077
Refund of Prior Years' Expenditures	30,000
Parking Garage Maintenance	50,000
Other Miscellaneous Revenue	150,000
<b>Total Misc. Revenue</b>	<b>\$856,077</b>

<b>Transfers from Other Funds</b>	
Risk Management Fund	\$325,000
Landfill Fund	\$100,000
Health Care Fund	\$250,000
Human Services Fund	\$100,000
<b>Transfers from Other Funds Total</b>	<b>\$775,000</b>

<b>City/County Revenue Sharing: Operating Budget</b>	<b>\$11,467,895</b>
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<b>Total Operating Revenue</b>	<b>\$137,708,623</b>
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<b>Designated Revenue</b>	
City/School Contracts: Pupil Transportation	\$2,469,600
City/School Contracts: School Building Maintenance	3,516,991
City/County Revenue Sharing: Transfer to Capital Improvement Fund	4,599,086
City/County Revenue Sharing: Transfer to Facilities Repair Fund	400,000
Transfer to Debt Service Fund: Meals Tax Revenue	2,048,027
<b>Total Designated Revenue</b>	<b>\$13,033,704</b>

<b>Total General Fund Revenue</b>	<b>\$150,742,327</b>
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B. The sums hereinafter set forth are hereby appropriated from the General Fund of the City for the annual operation of the City departments, other agencies and non-departmental accounts so set forth, beginning July 1, 2014.

**Operating Expenditures**

City Council Priority Initiatives	52,500
Mayor and City Council	251,673
Office of the City Manager/ Administration	1,155,652
Office of the City Manager/Communications	373,341
Office of the City Manager/ Economic Development	582,873
Office of the City Attorney	864,764
Office of General Registrar	515,855

**Organizational Memberships/Workforce Development**

Virginia Municipal League	15,500
Chamber of Commerce	1,450
Thomas Jefferson PDC	54,728
Piedmont Workforce Network	6,521
Virginia Institute of Government	2,500
Alliance for Innovation	2,550
Virginia First Cities	18,000
Central Virginia Partnership for Economic Development	18,658
Thomas Jefferson Soil and Water Conservation District	12,300
Streamwatch	10,000
Central Virginia Small Business Development Center	12,000
National League of Cities	4,000
Community Investment Collaborative	25,000
Center for Nonprofit Excellence	500

**Non Departmental Activities**

Sister City Committee	15,000
City Strategic Plan/P3: Plan, Perform, Perfect	55,000
Virginia Juvenile Community Crime Control Act (Local Match)	108,415
City of Promise Grant (Local Match)	32,500

Transfer to Debt Service Fund 6,465,000

Transfer to Fund Balance Target Adjustment Fund 300,000

Employee Compensation and Training 880,260

Finance Department - Administration/Purchasing/Assessor 2,489,709

Human Resources 1,034,959

Commissioner of Revenue 1,126,987

Treasurer 1,224,651

Transfer to Convention and Visitors' Bureau	733,091
Transfer to Comprehensive Services Act Fund	2,300,000
<b><i>Community Events and Festivals</i></b>	
Virginia Film Festival	15,200
Virginia Festival of the Book	15,600
First Night Virginia	2,375
Festival of the Photograph	11,000
Tom Tom Founders Festival	5,000
City Non Cash Support for African American Festival	3,000
City Non Cash Support for Fourth of July Events	8,500
City Non Cash Support for Dogwood Festival	20,000
City Supported Events (Other)	2,500
<b><i>Contributions to Children, Youth, and Family Oriented Programs</i></b>	
Virginia Cooperative Extension Program	44,811
Thomas Jefferson Health District	482,586
Computers 4 Kids	18,327
MACAA	96,560
Madison House	8,374
Sexual Assault Resources Agency (SARA)	22,000
Shelter for Help in Emergency (SHE)	110,327
Region Ten Community Services Board	1,001,865
Region Ten Community Services Board - Mohr Center	82,661
Jefferson Area Board for Aging (JABA)	319,192
TJACH	41,045
United Way - Thomas Jefferson Area	173,130
Children, Youth and Family Services (CYFS)	77,865
Free Clinic	114,600
Home Visiting Collaborative	66,350
AIDS/HIV Services Group	9,484
Building a Bridge	12,250
Women's Initiative	20,000
Abundant Life Ministries	34,259
Boys and Girls Club	54,065
Jefferson Area CHIP	316,076
Emergency Assistance Program Support (CARES)	84,516
Foothills Child Advocacy Center	26,250
Big Brothers/Big Sisters	20,000
<b><i>Contributions to Education and the Arts</i></b>	
Jefferson Madison Regional Library	1,458,354
Charlottesville Contemporary Center for the Arts	34,934
Piedmont Virginia Community College	10,130
McGuffey Art Center	23,473
Municipal Band	55,000
Piedmont Council for the Arts	22,562

Literacy Volunteers	37,853
Ashlawn-Highland Summer Festival	3,242
Historic Resources Task Force	5,000
African American Teaching Fellows	3,938
Jefferson School African American Heritage Center	30,000
The Paramount Theater/Arts Education Program	19,295
Transfer to Social Services Fund	3,212,777
<b><i>Housing Programs</i></b>	
Rent Relief for Elderly, a sum sufficient estimated at	15,000
Rent Relief for Disabled, a sum sufficient estimated at	180,000
Tax Relief for Elderly, a sum sufficient estimated at	480,000
Tax Relief for Disabled, a sum sufficient estimated at	127,000
Albemarle Housing Improvement Program (AHIP)	93,364
Piedmont Housing Alliance (PHA)	92,078
Homeowners Tax Relief Program	420,000
Stormwater Fee Assistance Program	25,000
Office of Human Rights/Human Rights Commission	231,496
Transfer to Human Services/Community Attention Fund	495,891
Neighborhood Development Services	3,304,187
VDOT Management	86,552
Parks and Recreation	9,516,148
Public Works: Administration, Facilities Development, Facilities Maintenance	2,271,243
Public Works: Hedgerow Properties	67,120
Public Works: Public Service	7,508,731
Ivy Landfill Remediation	300,000
Transfer to Charlottesville Area Transit Fund	1,881,095
JAUNT Paratransit Services	800,922
City Sheriff	1,026,750
Commonwealth's Attorney	1,113,953
<b><i>Contributions to Programs Supporting Public Safety and Justice</i></b>	
Regional Jail	4,917,191
Blue Ridge Juvenile Detention Center	875,000
Emergency Communications Center	1,697,772
Offenders Aid and Restoration	239,444
Piedmont Court Appointed Special Advocates	9,818
Legal Aid Justice Center	70,630
Public Defender's Office	44,544
Society for the Prevention of Cruelty to Animals	235,123
Clerk of Circuit Court	708,733
Circuit Court Judge	93,035
General District Court	30,186

Juvenile and Domestic Relations Court/Court Services Unit	329,496
Magistrate	9,100
Fire Department	9,524,264
Police Department	14,206,436

<b>Local Contribution to Public Schools</b>	
Operational Support	45,699,058

<b>Total Operating Expenditures</b>	<b>\$137,708,623</b>
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<b><u>Designated Expenditures</u></b>	
City/School Contracts: Pupil Transportation	\$2,469,600
City/School Contracts: School Building Maintenance	3,516,991
Transfer to Capital Projects Fund	4,599,086
Transfer to Facilities Repair Fund	400,000
Transfer to Debt Service Fund - Meals Tax Revenue	2,048,027
<b>Total Designated Expenditures</b>	<b>\$13,033,704</b>

<b>Total General Fund Expenditures</b>	<b>\$150,742,327</b>
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C. Of the sum of \$16,466,981 to be received in the General Fund from the County of Albemarle under the revenue sharing agreement of May 24, 1982, \$4,599,086 shall be transferred to the Capital Projects Fund and \$400,000 shall be transferred to the Facilities Repair Fund.

D. The amounts hereinabove appropriated for salary accruals, education, training and employee benefits, or portions thereof, may on authorization from the City Manager, or his designee, be transferred by the Director of Finance or the Director of Budget and Performance Management to any departmental account, and notwithstanding any other provision of this resolution to the contrary, be expended for salaries or employee benefits in such account in the manner as sums originally appropriated thereto.

E. The portions of the foregoing appropriations to individual departments or agencies intended for motor vehicles and related equipment shall be transferred to the Equipment Replacement Fund for expenditure as hereinafter provided.

F. The amount above appropriated for Debt Payment shall be transferred to the Debt Service Fund. In addition, one cent of the four-cent meals tax will be deposited into the Debt Service Fund.

G. The amount above appropriated as a Council Priority Initiatives shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of City Council.

H. The amount above appropriated as Ivy Landfill Remediation shall not be deemed to expire at the end of the fiscal year, and any unspent funds are hereby transferred to the Landfill Reserve account in the ensuing fiscal year unless altered by further action of City Council. Further, any amount in the Landfill Reserve may be immediately appropriated for use to cover costs associated with landfill remediation budget in the current fiscal year.

I. The amount above appropriated as Hedgerow Properties shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of City Council.

J. The proceeds of the sale of any real property to be used for parking shall be appropriated to the "Strategic Investments Account" account in the Capital Fund.

K. The amount received for \$4-For-Life revenue shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year and will be appropriated into the Fire Department budget with an annual allocation made to the Thomas Jefferson EMS, unless altered by further action of City Council.

L. The amount above appropriated as Historic Resources Task Force shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of City Council.

M. The amount above appropriated as VDOT Program Management shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of City Council.

N. The amount received as drug forfeitures and seizures revenue collected by the Police Department and Commonwealth Attorney's Office shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of City Council.

O. The amount received as Courthouse Security Revenue is hereby appropriated in the ensuing fiscal year and be appropriated into the Sheriff Office budget to be used for court security related expenses (personnel and equipment) per State Code. Further, any unspent funds in the Court House Security account shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless further altered by Council.

P. Any amount remaining in the Citywide Reserve account shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of City Council.

Q. The amount above appropriated as Corporate Training Fund, within the Employee Compensation and Training funds, shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of City Council.



R. The amounts received unspent for donations and grants in the General Fund received for specific purposes shall not be deemed to expire at the end of the fiscal year hereby be appropriated in the ensuing fiscal year.

S. The amounts above appropriated as Sister City Commission shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of City Council.

T. Sums appropriated for operation of the City Market which have not been encumbered or expended as of June 30, 2015 shall be transferred to the Capital Budget in an account designated for future relocation of the City Market.

U. Sums appropriated for the Stormwater Assistance Program shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of City Council.

V. Sums appropriated in the General Fund which have not been encumbered or expended as of June 30, 2015, shall be deemed to revert to the unassigned balance of the General Fund, unless Council by resolution provides that any such sum shall be a continuing appropriation.

W. Sums appropriated in the General Fund which have not been encumbered or expended as of June 30, 2015 and are in excess of 17% of General Fund expenditures for the next fiscal year shall be deemed to revert to the Capital Fund contingency account for future one-time investments in the City's infrastructure as part of the year-end appropriation, unless further altered by Council with year-end adjustments.

### III. SCHOOL OPERATIONS APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville:

The sums hereinafter set forth are hereby appropriated for the annual operation of the school operations, effective July 1, 2014; the City contribution to the School operations having hereinabove been appropriated from the General Fund.

<b>School Budget (All Funds)</b>	
Local Contribution	\$45,699,058
State Funds	19,271,456
Federal Funds	5,006,193
Misc. Funds	3,105,144
<b>Total School Operations Budget</b>	<b>\$73,081,851</b>

A net increase in the School Operations general fund balance at June 30, 2015 shall be deemed to be allocated as follows: 50% to revert to City General Fund, 50% retained by School Operations General Fund. Up to \$100,000 of the City's reversion shall be transferred to the Facilities Management for School Building Small Capital Projects.

#### IV. HEALTH BENEFITS FUND APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville:

There is hereby appropriated from the Health Benefits Fund sums received by said Fund from individual departments and agencies for the payment of health and medical benefit program costs, and for insurance covering such costs, and in addition, for the accumulation of a reserve for future expenditures to pay for such health and medical benefit program costs. This appropriation shall be effective during the fiscal year ending June 30, 2015, but shall not be deemed to expire at the end of that year. Instead, it shall continue in effect unless altered by further action of City Council.

#### V. TRANSIT FUND APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville, that there is hereby appropriated from the Transit Fund, for the operation of the transit bus system during the fiscal year beginning July 1, 2014 and ending June 30, 2015, the sum of \$6,951,417 or the amount of revenue actually received by such fund, whichever is the greater amount. Such appropriation shall be effective July 1, 2014.

Except as is otherwise expressly provided herein, the balance of any General Fund contribution to such funds not expended or encumbered as of June 30, 2015 shall be deemed to revert to the unassigned balance of the General Fund, unless the Council by resolution provides that any such sum shall be deemed a continuing appropriation.

BE IT FURTHER RESOLVED by the Council of the City of Charlottesville, that there is hereby appropriated from the Transit Fund, for the replacement of transit buses during the fiscal year beginning July 1, 2014 and ending June 30, 2015, the sum of \$1,163,068 or the amount of revenue actually received for such purpose. However, such appropriation shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of this Council. Such appropriation shall be effective July 1, 2014.

#### VI. RISK MANAGEMENT APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville, that all sums previously appropriated to the Risk Management Fund, and all sums received by such fund as payment from other City funds, are hereby appropriated for the uses prescribed for such fund, pursuant to the terms of, and subject to the limitations imposed by Article V of Chapter 11 of the Code of the City of Charlottesville, 1990, as amended.

#### VII. EQUIPMENT REPLACEMENT FUND APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville:

There is hereby appropriated from the Equipment Replacement Fund other sums received by such fund as payment from the General Fund and vehicle sales, for the lease, financing or purchase of motor vehicles and related equipment and for accumulation of a

reserve for future equipment purchases during the fiscal year beginning July 1, 2014 and ending June 30, 2015. Such appropriation shall be effective July 1, 2014; provided that such appropriations shall not be deemed to expire at the end of such fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of City Council. Of the sums received by the Equipment Replacement Fund, a sum sufficient to service the debt on any pieces of general governmental equipment obtained under a master lease, credit line, or an installment purchase agreement shall be transferred to the Debt Service Fund.

#### VIII. FACILITIES REPAIR FUND APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville:

The sum of \$400,000 transferred to the Facilities Repair Fund from the General Fund, and such sums as may be transferred to the Facilities Repair Fund from other funds during the fiscal year beginning July 1, 2014 are appropriated for carrying out the purposes of this fund during that fiscal year. However, such appropriation shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of this Council.

#### IX. DEBT SERVICE FUND APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville:

A. The Debt Service Fund shall serve as a permanent reserve for the payment of principal and interest of bonds, notes and other evidences of indebtedness and the cost of issuance thereof issued by the City pursuant to its charter and/or the Virginia Public Finance Act.

B. The sum of \$6,465,000 transferred to such fund by Part II of this resolution, as well as the designated Meals Tax transfer (estimated at \$2,048,027), or as much thereof as may be necessary, is hereby appropriated to pay such debt service expenses during the fiscal year beginning July 1, 2014 and ending June 30, 2015.

C. Appropriations in the Debt Service Fund shall be deemed continuing appropriations, and balances remaining in such fund at the end of each fiscal year shall be carried forward to pay principal and interest due on City obligations and costs associated with the issuance of those obligations in future years.

#### X. SPECIAL REVENUE FUND APPROPRIATIONS

BE IT RESOLVED by the Council of the City of Charlottesville, that the following appropriations are hereby approved for agency expenditures accounted for as separate funds on the books of the City, for their respective programs during the fiscal year beginning July 1, 2014 and ending June 30, 2015; the City contribution to each such fund having hereinabove been appropriated from the General Fund:

A. There is hereby appropriated from the Charlottesville/Albemarle Convention and Visitors Bureau Fund, for the operation of the Charlottesville/Albemarle Convention

and Visitors Bureau during such fiscal year, the sum of \$1,478,189 or the amount of revenue actually received by such fund, whichever shall be the lesser amount.

B. There is hereby appropriated from the Human Services/Community Attention Fund, for the operation of the Community Attention Homes and related programs during such fiscal year, the sum of \$5,336,660, or the amount of revenue actually received by such fund, whichever shall be the lesser amount.

C. There is hereby appropriated from the Social Services Fund, for the operation of the Department of Social Services during such fiscal year, the sum of \$13,496,669, or the amount of revenue actually received by such fund, whichever shall be the lesser amount.

D. There is hereby appropriated from the Comprehensive Services Act Fund, for the operation of the Comprehensive Services Act entitlement program, the sum of \$8,944,165, or the amount of revenue actually received by such fund, whichever shall be the greater amount.

Each such special revenue fund appropriation shall be deemed effective July 1, 2014. Except as is otherwise expressly provided herein, the balance of any General Fund contribution to such funds not expended or encumbered as of June 30, 2015 shall be deemed to revert to the unassigned balance of the General Fund, unless the Council by resolution provides that any such sum shall be deemed a continuing appropriation.

#### XI. INTERNAL SERVICES FUND APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville that the following appropriations are hereby approved for internal services accounted for as separate funds on the books of the City, for their respective programs during the fiscal year beginning July 1, 2014 and ending June 30, 2015; the payments of individual departments and agencies to each such fund having hereinabove been appropriated in the General Fund and other applicable funds:

A. There is hereby appropriated from the Information Technology Fund, for the operation of the various functions within this fund during the fiscal year beginning July 1, 2014, or the amount of revenue actually credited to such fund from other City departments and agencies, whichever shall be the greater amount:

1. For the operation of the Department of Information Technology, the sum of \$2,385,256.

2. For the operation and infrastructure of City Link, the sum of \$1,200,000. However, such appropriation shall not be deemed to expire at the end of the fiscal year, but is hereby appropriated in the ensuing fiscal year into the City Link Infrastructure cost center unless altered by further action of this Council.

3. For the replacement of desktop computers, the sum of \$86,632. However, such appropriation shall not be deemed to expire at the end of the fiscal year, but are

hereby appropriated in the ensuing fiscal year unless altered by further action of this Council. In addition, the proceeds of the sale of desktop computers shall be returned to the Computer Replacement account in the Information Technology Fund for the purpose of future purchase of desktop computers.

4. For Technology Infrastructure Replacement, the sum of \$225,000. However, such appropriation shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of this Council.

5. For GIS operations, the sum of \$64,155. However, such appropriation shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of this Council.

B. There is hereby appropriated from the Warehouse Fund, for the operation of the Warehouse during such fiscal year, the sum of \$158,534, or the amount of revenue actually credited to such fund from other City departments and agencies, whichever shall be the greater amount.

C. There is hereby appropriated from the Fleet Maintenance Fund, for the operation of the Central Garage, Vehicle Wash and Fuel System during such fiscal year, the sum of \$1,003,757, or the amount of revenue actually credited to such fund from other City departments and agencies, whichever shall be the greater amount.

D. There is hereby appropriated from the HVAC Maintenance Fund, for the operation of the HVAC Maintenance program during such fiscal year, the sum of \$580,955, or the amount of revenue actually credited to such fund from other City departments and agencies, whichever shall be the greater amount.

E. There is hereby appropriated from the Communications System Fund, for the operation of the citywide phone system and mailroom operations during such fiscal year, the sum of \$396,675, or the amount of revenue actually credited to such fund from other City departments and agencies, whichever shall be the greater amount.

## XII. CAPITAL PROJECTS FUND APPROPRIATIONS

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

A. The following are hereby designated as revenue of the Capital Projects Fund:

1. The sum of \$4,599,086 in Albemarle County revenue sharing payments transferred from the General Fund pursuant to Section II-C of this resolution.

2. The proceeds of the sale of any real property, as prescribed by resolution of this Council adopted November 3, 1986.

3. The proceeds of the sale of any real property to be used for housing shall be appropriated to the “Charlottesville Affordable Housing Fund” account in the Capital Fund.

B. The sums hereinafter set forth are hereby appropriated from the Capital Projects Fund of the City for the respective capital purchases or projects so set forth, effective for the fiscal year beginning July 1, 2014; provided that such appropriations shall not be deemed to expire at the end of such fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of City Council.

C. The Capital Projects Fund Fiscal Year 2015-2019 will reflect the budget delineations set forth below for Fiscal Year 2014-2015.

The Capital Projects Fund grouped by area:

<b><u>Revenue</u></b>	
Transfer from General Fund	\$4,599,086
FY 2013 Year End Surplus	1,000,000
Contribution from Albemarle County	230,500
Contribution from City Schools	200,000
PEG Fee Revenue	47,500
CY 2014 Bond Issue	10,889,155
<b>TOTAL REVENUE</b>	<b>\$16,966,241</b>

<b><u>Expenditures</u></b>	
Education	\$2,520,491
Economic Development	150,000
Public Safety and Justice	3,994,911
Facilities Capital Projects	1,345,491
Neighborhood Improvements	47,500
Transportation and Access	5,342,111
Parks and Recreation	1,698,915
Stormwater Initiatives	125,000
Technology Infrastructure	47,500
Charlottesville Affordable Housing Fund	1,569,322
Home Energy Conservation Grant Program	125,000
<b>TOTAL EXPENDITURES</b>	<b>\$16,966,241</b>

### **XIII. GAS FUND APPROPRIATION**

BE IT RESOLVED by the Council of the City of Charlottesville, that there is hereby appropriated from the Gas Fund, for the operation of the gas utility during the fiscal year beginning July 1, 2014 and ending June 30, 2015, the sum of \$28,212,877 or the amount of revenue actually received by such fund, whichever is the greater amount. Such appropriation shall be effective July 1, 2014. However, the appropriations for the Vehicle Replacement Program, the Thermostat Program and Gas Assistance Program

shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of this Council.

XIV. WATER FUND APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville, that there is hereby appropriated from the Water Fund, for the operation of the water utility during the fiscal year beginning July 1, 2014 and ending June 30, 2015, the sum of \$9,402,387, or the amount of revenue actually received by such fund, whichever is the greater amount. Such appropriation shall be effective July 1, 2014. However, the appropriations for the Vehicle Replacement Program, Water Conservation Program, Water Assistance Program, Rain Barrel Program and the Toilet Rebate Program shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of this Council.

XV. WASTEWATER FUND APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville, that there is hereby appropriated from the Wastewater Fund, for the operation of the wastewater utility during the fiscal year beginning July 1, 2014 and ending June 30, 2015, the sum of \$16,874,122 or the amount of revenue actually received by such fund, whichever is the greater amount. Such appropriation shall be effective July 1, 2014. However, the appropriations for the Vehicle Replacement Program and the Wastewater Assistance Program shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of this Council.

XVI. STORMWATER FUND APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville, that there is hereby appropriated from the Stormwater Fund, for the operation of the stormwater utility during the fiscal year beginning July 1, 2014 and ending June 30, 2015, the sum of \$1,832,297 or the amount of revenue actually received by such fund, whichever is the greater amount. Such appropriation shall be effective July 1, 2014.

XVII. UTILITIES FUNDS DEBT SERVICE APPROPRIATION

BE IT RESOLVED by the Council of the City of Charlottesville, that there is hereby appropriated from the Utilities Funds (Gas, Water, Wastewater and Stormwater) for the payment of principal and interest of bonds, notes and other evidences of indebtedness and the cost of issuance thereof issued by the City pursuant to its charter and/or the Virginia Public Finance Act., during the fiscal year beginning July 1, 2014 and ending June 30, 2015, the following sums in each fund or the amount of revenue actually received by such fund, whichever is the greater amount. Such appropriation shall be effective July 1, 2014. However, such appropriation shall not be deemed to expire at the end of the fiscal year, but are hereby appropriated in the ensuing fiscal year unless altered by further action of this Council.

A. There is hereby appropriated from the Gas Debt Service Fund, the sum of \$900,000 as revenue (transfer from Gas Fund) and \$678,223 in principal and interest payments.

B. There is hereby appropriated from the Wastewater Debt Service Fund the sum of \$2,400,000 in revenue (transfer from the Wastewater Fund) and \$2,744,201 in principal and interest payments.

C. There is hereby appropriated from the Water Debt Service Fund the sum of \$1,725,000 in revenue (transfer from the Water Fund) and \$1,767,671 in principal and interest payments.

D. There is hereby appropriated from the Stormwater Debt Service Fund the sum of \$27,000 in revenue (transfer from the Stormwater Fund) and \$14,000 in principal and interest payments.

#### XVIII. PAY PLAN APPROVAL

BE IT RESOLVED by the Council of the City of Charlottesville that the Employee Classification and Pay Plan for the City of Charlottesville dated July 1, 2014 and effective on that same date, which assigns salary ranges to each class or position in the City service is hereby approved pursuant to Section 19-3 and 19-4 of the City Code, 1990, as amended and a copy of the same shall be kept on file with the records of the meeting at which this resolution is approved.

#### XIX. PAY ADJUSTMENT FOR RETIREES

BE IT RESOLVED by the Council of the City of Charlottesville, that the Retirement Plan Commission is authorized and directed to provide for the payment from the Retirement Fund of a post-retirement supplement of 1% of the current retirement pay of each presently retired employee effective July 1, 2014.

#### XX. GOLF FUND

BE IT RESOLVED by the Council of the City of Charlottesville, that there is hereby appropriated from the Golf Fund, for the operation of the golf courses during the fiscal year beginning July 1, 2014 the sum of \$906,996, or the amount of revenue actually received by such fund, whichever is the greater amount.



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



Agenda Date: April 7, 2014

Action Required: Approval of Resolution (One reading)

Presenter: Lauren Hildebrand, Director of Utilities

Staff Contacts: Craig Brown, City Attorney  
Lauren Hildebrand, Director of Utilities  
Maurice Jones, City Manager  
Judith Mueller, Director of Public Works  
Bernard Wray, Director of Finance

Title: Cost Allocation Agreement for Rivanna Water and Sewer Authority  
Wastewater Projects

**Background:**

Since 1973 the Rivanna Water and Sewer Authority (RWSA) has owned and operated facilities for the interception and treatment of wastewater that originates in the City of Charlottesville, in the urban growth area of Albemarle County surrounding the City, and in the Crozet area in Albemarle County. A number of the RWSA wastewater facilities require, or will soon require, replacement or improvement either because current wastewater flows at times exceed the capacity of a particular facility; or the facility needs to be upgraded and improved to meet more stringent regulations for the treatment of wastewater; or the facility is nearing the end of its useful life.

The costs for these RWSA capital improvements must be paid by the City of Charlottesville and the Albemarle County Service Authority (ACSA). In the summer of 2012 representatives of the City and ACSA began discussions regarding an allocation of costs for the new Rivanna Pump Station, which will be located at the site of the Moores Creek Wastewater Treatment Plant and will replace the undersized pump station currently located adjacent to Riverview Park in the City. Over time those discussions evolved into mediated negotiations for the sharing of costs for all RWSA capital wastewater projects, including those completed in the recent past and those planned for the future. The attached draft Agreement is the product of those negotiations.

**Discussion:**

The draft Agreement, entitled “Wastewater Projects Cost Allocation Agreement between the City of Charlottesville, Virginia, the Albemarle County Service Authority, and the Rivanna Water and Sewer Authority”, explains how the debt service costs for RWSA capacity and non-capacity related capital wastewater projects will be allocated between the City and ACSA. For existing capacity related projects (listed in Exhibit A to the Agreement), the costs will be derived from the

City's and ACSA's respective usage of the particular wastewater facility, as projected over the next sixty years. The determination of usage will be based on metering wet weather flows (2-year storm event) and dry weather flows in the wastewater project sewer basin area every 5 years. A table of projected dry and wet weather flows for the City and ACSA for a sixty-year period will be prepared by an independent engineer, taking into account anticipated growth in each system. Every 10 years, land development and population updates will be incorporated in the projections. Initially, the wastewater flow data from the RWSA Comprehensive Sanitary Sewer Interceptor Study Report (prepared by Greeley and Hanson in July 2010) will be used to allocate outstanding debt service costs. If the proposed Agreement is approved by all three public bodies, RWSA will immediately begin the process of installing flow meters to update the 2010 Greeley and Hanson data, in order to base future allocations on the most accurate information available regarding current and future flows from the two jurisdictions. At the request of the City and ACSA, RWSA retained an outside consulting firm to provide an independent review of the proposed methodology. That review concluded that the proposed methodology represented a reasonable approach consistent with industry standards and practices.

RWSA has previously collected debt service costs from the City and ACSA for the existing capacity related wastewater projects listed in Exhibit A. The proposed Agreement, if approved, will operate prospectively only, and debt service costs collected from the City and ACSA prior to July 1, 2014 will not be reallocated.

The Agreement also addresses the allocation of costs for non-capacity wastewater projects, which are projects that will improve the quality, but not quantity, of wastewater treatment, or are limited to the rehabilitation, maintenance or repair of existing wastewater facilities. Those projects are listed on Exhibit B to the Agreement. The determination of costs for these projects will be based on the annual projection of system-wide wastewater flows from the City and ACSA, with the allocation of those costs based on the percentages of metered retail water sales from RWSA to the City and ACSA, respectively. This methodology reflects RWSA's current practice of allocating debt service costs for non-capacity related wastewater projects, as well as for overall operational costs.

A common challenge in the operation of a wastewater collection system is inflow and infiltration ("I and P"), or the unintended introduction of storm water into the wastewater system. The presence of storm water in the wastewater system uses the system's available capacity, and can result in the need to enlarge collection and treatment facilities before the end of their useful life. In this proposed Agreement the City, ACSA and RWSA all commit to the aggressive pursuit of cost effective methods of remediating I and I. The proposed agreement specifies that if an upgrade or replacement is necessary for a facility before its useful life is exhausted due to flows exceeding the amount projected, either due to the failure to curtail I and I or to unanticipated growth, the entity responsible for the additional flows will be responsible for the entire cost of providing the additional capacity.

### **Community Engagement:**

A public hearing was held at the City Council's March 17<sup>th</sup> meeting. Council then deferred the decision until the April 7<sup>th</sup> City Council meeting in order to receive additional public comment on the proposed Cost Allocation Agreement.

**Alignment with City Council’s Vision and Priority Areas:**

By constructing RWSA’s wastewater treatment projects, capacity-related sanitary sewer overflows will be eliminated. A stated priority of City Council is to cultivate streams and rivers through effective stormwater management practices. Effective stormwater management practices include eliminating illicit discharges (such as sanitary sewer flows) into the streams and rivers. In addition, one of the City Council’s Visions is associated with a “Green City,” which promotes healthy rivers and streams. Sanitary sewer overflows can harmfully impact streams and rivers.

**Budgetary Impact:**

The allocation of costs under the Agreement will affect the debt service component of the wholesale wastewater rate RWSA charges the City and ACSA. This wholesale rate is then incorporated in the City’s wastewater utility rate. It is anticipated that in the immediate future the City’s share of the wastewater debt service will increase over the amount charged through RWSA’s current methodology of allocating costs. The longer term budgetary impacts will depend on the results of future flow monitoring, and the extent that City or ACSA flows change due to the remediation of I and I or growth in the areas served by the urban wastewater system.

**Recommendation:**

Staff recommends approval of the attached Resolution authorizing the execution of the Wastewater Projects Cost Allocation Agreement between the City, ACSA and RWSA.

**Alternatives:**

If the proposed Agreement is not approved City Council can propose a resumption of negotiations with ACSA, or allow wastewater debt service costs to continue to be allocated under the methodology currently used by RWSA.

**Attachments:**

Proposed Wastewater Projects Cost Allocation Agreement, with Exhibits  
Proposed Resolution  
E-mail from Bernard Wray dated 3/21/2014

## **RESOLUTION**

**BE IT RESOLVED** by the Council for the City of Charlottesville, Virginia, that the Mayor is hereby authorized to sign the following document, in form approved by the City Attorney or his designee.

Cost Allocation Agreement among the City of Charlottesville, Albemarle County Service Authority, and Rivanna Water and Sewer Authority for certain wastewater projects.

**WASTEWATER PROJECTS  
COST ALLOCATION AGREEMENT  
between the  
CITY OF CHARLOTTESVILLE, VIRGINIA,  
the  
ALBEMARLE COUNTY SERVICE AUTHORITY,  
and the  
RIVANNA WATER AND SEWER AUTHORITY**

This Agreement is made for purposes of identification this \_\_\_ day of \_\_\_, 2014, by and between the CITY OF CHARLOTTESVILLE, VIRGINIA, a municipal corporation (the “City”), the ALBEMARLE COUNTY SERVICE AUTHORITY, a public body politic and corporate (“ACSA”), and the RIVANNA WATER AND SEWER AUTHORITY, a public body politic and corporate (“RWSA”).

WITNESSETH:

A. RWSA owns and/or operates facilities for the interception and treatment of wastewater pursuant to the terms of a Four-Party Agreement dated June 12, 1973, among the City, RWSA, ACSA and the Board of Supervisors of Albemarle County (the “Four-Party Agreement”) and several supplementary agreements.

B. The urban wastewater system generally serves all of the City of Charlottesville, the urban growth area of Albemarle County surrounding the City of Charlottesville, and the Crozet area of Albemarle County and consists of all wastewater-related facilities operated by RWSA and served by the Moores Creek Advanced Wastewater Treatment Facility, including sewer interceptors, pipelines, pump stations, and other appurtenances connected thereto (the “Urban Wastewater System”).

C. RWSA, in order to increase the available capacity of the wastewater treatment system for wet weather, has undertaken several wastewater projects, including the Rivanna Pump

Station Project described in the Authorization to Construct dated August 5, 2013 (the “RPS Project”) issued by the Virginia Department of Environmental Quality. The RPS Project is designed to increase the capacity of the Rivanna Interceptor to carry a rate equivalent to 53 million gallons per day (MGD) at the crest of the wastewater flow to the pump station resulting from a two-year recurrence wet weather event.

D. Prior to this Agreement, and until approximately 1999, RWSA allocated the cost of new wastewater projects jointly agreed upon by the City and ACSA in addition to those described in Section 4.1 and Exhibit 6 of the Four-Party Agreement (irrespective of whether they were capacity-related) pursuant to Section 7.2(b) of the Four-Party Agreement, except for the Moores Creek Relief Sewer Project, 30% of the costs for which were allocated to the City and 70% of the costs for which were allocated to ACSA pursuant to an Agreement dated June 29, 1990. The cost and debt service for new wastewater projects commenced on or after approximately 1999 (irrespective of whether they were capacity-related) were allocated to the City and ACSA based on historical budgeted wastewater flows from the City and ACSA on a system-wide basis. The City and ACSA now want to (i) more accurately reflect future cost allocation for the RPS Project and all other existing or future capacity-related wastewater projects, without true-up for past allocations (including past allocations of charges set for the fiscal year ending June 30, 2014 and all prior fiscal years), to cover future costs of the RPS Project and all other capacity-related projects including, but not limited to, design, bidding, and easement acquisition and (ii) confirm the existing and continuing cost allocation method for existing and future non-capacity-related wastewater projects.

NOW THEREFORE, for and in consideration of the premises and other good and valuable consideration, the receipt of all of which is hereby acknowledged, the City, ACSA and RWSA agree as follows:

1. Allocation of Previously Incurred Costs. Except as otherwise provided in the Four-Party Agreement with respect to the projects listed on Exhibit 6 thereof or in the Agreement dated June 29, 1990 with respect to the Moores Creek Relief Sewer project, or as may otherwise be agreed to by the City, ACSA and RWSA, charges related to all wastewater projects in RWSA's Capital Improvements Program ("CIP") for which construction has been commenced prior to the date hereof and charges related to the RPS Project, in each case for work performed or debt service owed for periods on or prior to June 30, 2014, or prior to the date of this Agreement, whichever occurs later, irrespective of when invoiced or paid, have been or will be allocated to the City and ACSA through the setting of wastewater rates for each of the City and ASCA using the allocation percentages set by RWSA on and after 1999, and shall not be subject to true-up. Charges for work performed and debt service owed shall include the budgeted (as opposed to actual) costs of engineering, construction, legal and land costs, administrative costs, permit fees, debt service (including anticipated debt service in the period before bonds are issued or loans are obtained to finance wastewater projects), and establishment of reserves and related expenses (hereinafter collectively referred to as the "Debt Service Charges").

2. Allocation of Future Debt Service Charges Related to the RPS Project and all Capacity-Related Wastewater Projects. RWSA shall allocate all Debt Service Charges for the RPS Project and all existing and future wastewater projects in RWSA's CIP for the purpose of increasing wastewater treatment system capacity (excluding projects for the maintenance,

rehabilitation and repair of such projects) (individually, a “Capacity-Related Wastewater Project”, and collectively, the “Capacity-Related Wastewater Projects”) related to budgeted work performed or debt service owed for periods on or after July 1, 2014 or on or after the date of this Agreement, if later, irrespective of when invoiced or paid, by setting wastewater rates in such a manner (or imposing a Debt Service Charge, if permitted by the Four-Party Agreement, as amended) so as to allocate a percentage of such Debt Service Charges to the City, and the remaining percentage of such Debt Service Charges to ACSA, based upon dry and wet weather flows of each of the City and ACSA for the RPS Project and any existing and future Capacity-Related Wastewater Projects as provided in Section 4 below, and subject to adjustment as provided in Section 5 below. A list of existing Capacity-Related Wastewater Projects is attached hereto as Exhibit A.

3. Allocation of Future Debt Service Charges Related to Non-Capacity-Related Wastewater Projects. Debt Service Charges for RWSA wastewater projects that are in RWSA’s CIP and are not capacity-related, but (i) improve the quality but not quantity of service (e. g., technology to increase the removal of pollutants from wastewater, which may be in response to more stringent federal or state regulations), or (ii) limited to the rehabilitation, maintenance or repair of the existing Urban Wastewater System or equipment replacement or renewal (collectively, “Non-Capacity-Related Wastewater Projects”), unless otherwise agreed to by the City, ACSA and RWSA, shall be determined and allocated based upon the annual projection of system-wide wastewater flows from the City and ACSA, as has been historically done since 1999; provided, however, that the Debt Service Charges for such projects only serving the City or only serving ACSA shall be allocated solely to such party. A list of existing Non-Capacity-



Related Wastewater Projects, including those serving only the City or ACSA, is attached hereto as Exhibit B.

4. Flow Metering, Data and Methodology. Dry and Wet Weather Flows (as defined in subsection a. below) shall be based upon data collected from wastewater flow meters and an analysis of such data within the particular Capacity-Related Wastewater Project (each, a “Metering Event”) by a professional engineering consulting firm (the “Engineer”) selected by RWSA, subject to the approval of both the City and ACSA, such approval not to be unreasonably delayed or withheld. Metering Events to update Dry and Wet Weather Flows for the RPS Project and all existing and future Capacity-Related Wastewater Projects shall be performed every five years as more fully described in subsection b. below.

a. Dry Weather, Peaking and Wet Weather Flows Metering Analysis. Dry Weather Flows for the RPS Project and each Capacity-Related Wastewater Project shall be defined as the average daily flow at the location in the Urban Wastewater System on the downstream end of each specific Capacity-Related Wastewater Project (the “Project Location”) multiplied by a factor to be determined by the Engineer as appropriate for the project to take into account probable diurnal variation in dry weather flows at the peak of a wet weather event. Average daily flow shall be determined by the Engineer based on metering data at the Project Location for a specific period of time for each Metering Event sufficient to identify repetitively similar results, with flow during periods influenced by rainfall and other anomalies identified by the Engineer removed from the data analyzed, and shall be an arithmetic average of the remaining dataset. The Engineer shall also meter wastewater flows during rainfall events at the Project Location during a Metering Event, together with analyzing data from rain gauges installed at nearby

locations to reasonably predict rainfall in the collection system served by the Project Location. Rainfall events shall be categorized based upon recurrence frequency. When, in the opinion of the Engineer, a sufficient number of rainfall events have occurred to allow a reasonably accurate approximation of the predicted wastewater flows during a 2-Year recurrence rain event (a “2-Year Storm”), to include data from at least one rain event with a recurrence near or with less frequency of recurrence than a 2-Year Storm, the Engineer shall analyze and model the data and recurrence interval of the rainfall events for which data has been collected and extrapolate the predicted wastewater flow of the 2-Year Storm in the form of a hydrograph showing the rise and fall of the flow during the storm with the peak of the hydrograph occurring when the dry weather component of the flow (that flow that would be present in the sewer had no rain occurred) equals the average daily flow multiplied by the factor determined by the Engineer as appropriate for the project to take into account probable diurnal variation weather flows at the peak of a wet weather event. This 2-Year recurrence wastewater flow event and the data extrapolated therefrom is known as the total maximum flow or the peaking flow (the “Peaking Flow”). Wet Weather Flow shall be defined as the Peaking Flow on the hydrograph of the 2-Year Storm minus the Dry Weather Flow. The parties agree that the data generated by a properly installed, calibrated and operating meter installed in the Urban Wastewater System at the Project Location, combined with rain gauges within the upstream RWSA, City, and ACSA sewer collection systems, shall be used to determine total Dry Weather Flow and Peaking Flow for a Capacity-Related Wastewater Project, but to determine the component of those totals attributed to the ACSA collection system vis-à-vis the City collection system will require additional meters upstream (as the sewer

flows) from the Project Location, generally providing data during the same period and using the same methodology for determining Dry Weather Flow and Peaking Flow at the upstream locations, where material wastewater flows pass through collector interconnections from a system owned by the City or ACSA into a system owned by a different entity among the RWSA, the City, or ACSA. Recognizing that both the City and ACSA have a limited number of sewer service connections from residences and businesses connected directly to a RWSA interceptor and, in addition, recognizing that some the collector interconnections carry a very small flow, the City and ACSA further agree that the Engineer shall not be required to meter every collector interconnection and may extrapolate for unmetered locations when, in the Engineer's professional judgment, such extrapolations are unlikely to produce results materially different than the results that would have been obtained by attempting to meter every collector interconnection. A spreadsheet showing the analysis of the 2006 flow data from the Engineer for the Urban Wastewater System, including the RPS Project, is attached hereto as Exhibit C.

b. Flow Metering Analysis Updates. To the extent practicable, Dry Weather Flow, Peaking Flow and Wet Weather Flow calculated pursuant to subsection a. above for each Capacity-Related Wastewater Project will be updated by the Engineer every fifth year, beginning in 2015, and subsequently updated every five (5) years thereafter. In the event the Peaking Flow is determined by the Engineer to be more or less than the Project's design capacity, the allocations used in Section 5.b. shall be based on the Peaking Flow most recently determined by the Engineer. Recognizing that the determination of Peaking Flow requires capturing data that occurs infrequently and is based upon weather events which cannot be controlled, the Engineer may use data

captured in the two preceding calendar years prior to the year of the update in addition to data from the year of the update, if necessary to provide sufficient data from the analysis (for example, data collected in 2018, 2019, or 2020 may be used for the 2020 update). Further, the deadline for completing an update shall be extended should abnormally dry weather conditions prevail over an extended period making the collection of sufficient flow data during significant rainfall events unavailable. The Engineer shall provide with each such flow update an updated projection of future Dry Weather Flows, Peaking Flows and Wet Weather Flows for the Project Locations, together with the predicted portion of these flows from the ACSA and City, combined to equal the total projected Dry Weather, Peaking and Wet Weather Flows. Dry Weather Flow projections in 2020 and every ten (10) years thereafter shall be based upon updated land development and population projections provided by the planning departments at the City and County of Albemarle; Dry Weather Flow projections in 2015 and every ten (10) years thereafter shall update the current Dry Weather Flow based on the most recent data analysis, but projections of future flow extended from the new current flow will use the same planning data from the immediate prior projection. RWSA's cost for the purchase or lease, maintenance, repair, calibration, and replacement of sewer meters, and the cost of data collection and analysis, including the cost of the Engineer and any other engineering services required by RWSA to carry out the terms of this Agreement, and any other miscellaneous costs including legal expenses incurred by RWSA in connection with this Agreement and its performance hereunder, shall be allocated as described in Section 10 below.

5. Flow Allocation Methodology and Debt Service Schedules. Debt Service Charges are set by RWSA through its Board of Directors as part of the annual approval of the fiscal year operating budget, and such charges may be amended at other times during the fiscal year, but historically have been maintained for the entire fiscal year and adjusted annually. Debt Service Charges for the RPS Project and each Capacity-Related Wastewater Project shall be based upon budgeted costs and may be applied uniformly over multiple fiscal years as permitted under Section 7.4 of the Four Party Agreement. For the purpose of determining Debt Service Charges, estimated or actual costs in a fiscal year assigned to a project may include (i) cash payments and/or the build-up of reserves prior to the closing of bond or loan financing for the applicable project, except to the extent bond proceeds are reimbursing such payments or reserves, and (ii) debt payments after the closing of bond or loan financing until the maturity date. Budgeted costs, whether estimated or actual, for the items set forth in clause (i) above shall be included in Debt Service Charges for the RPS Project or any Capacity-Related Wastewater Projects and allocated based upon the most recent proportional projected dry and wet weather flows by the City and ACSA over the entire 60-year projection period. For budgeted, whether estimated or actual, bond or loan repayments set forth in clause (ii) above, RWSA shall prepare worksheets to allocate Debt Service Charges for each bond issue, using the cost allocation method applicable to the project or group of projects financed by the bond or loan for the term of the bond or loan as follows:

a. Allocation of Bonded Debt. RWSA shall create a debt service schedule for each bond, promissory note or other debt instrument evidencing a loan, including any refinancing of the same (individually, a “Bond”, and collectively, the “Bonds”), allocate the debt service to the applicable rate center, and allocate the rate center debt service on a

project-by-project basis using the formula in this Agreement for all Capacity-Related Wastewater Projects, the Four-Party Agreement for all projects under Exhibit 6 thereof, or the system-wide historical Urban Wastewater System flows as has been done since 1999 for all other wastewater projects, as follows:

(i) a total debt service amortization schedule shall be maintained for each outstanding Bond;

(ii) the applicable amount of each Bond shall be allocated to the respective rate center based upon the estimated amount of proceeds from the Bond used for each project (whether one or more) and the rate center for the applicable project (e.g. water and wastewater – rural or urban rate centers, with the Urban Wastewater Rate Center applicable to projects covered under this Agreement);

(iii) within each rate center, the particular Bond debt service amortization shall then be allocated based on the estimated use of the proceeds of the Bond for each project or group of projects and applicable cost allocation method for each project financed by such Bond.

(iv) a total of the Bond debt service amounts for each project derived from the allocation in subsection (iii) above shall be prepared for the allocation for each project or group of projects within the Urban Wastewater Rate Center, in order to account for the fact that any one wastewater project could be financed by more than one Bond.

b. Allocation Table for Dry and Wet Weather Flows. The table of flows prepared by the Engineer as provided in Section 4.a shall be projected to cover a sixty-

year period into the future, and be broken down into yearly increments and shall show the projected Dry Weather and Peaking Flow for each year of the sixty-year period for each of the City and ACSA as needed for the applicable project. Wet Weather Flow is then calculated as the difference between Peaking Flow and Dry Weather Flow for each of the years in the sixty-year period. RWSA shall use the table of flows including the projection of Wet Weather Flows to create a schedule of six debt service segments for the purpose of allocating the debt service amounts determined under Section 5.a. The debt service segments shall be comprised of the average percentage of flows for each of the six successive ten-year periods within the sixty-year table of flows. An example of the schedule of segments is shown below:

Ten year Flow Data	Debt Service Segments	WW / DW Flow Ratio			DW <sub>ACSA</sub> & DW <sub>City</sub> % of Avg. Daily			WW <sub>ACSA</sub> & WW <sub>City</sub> % of I&I		
		% of Flow for Avg. day	% of Flow for I&I	Total Max or Peak Flow	ACSA	CITY	100%	ACSA	CITY	100%
Year 1 - 10	Segment 1	16%	84%	100%	55%	45%	100%	38%	62%	100%
Year 11 - 20	Segment 2	18%	82%	100%	59%	41%	100%	43%	57%	100%
Year 21 - 30	Segment 3	20%	80%	100%	62%	38%	100%	48%	52%	100%
Year 31 - 40	Segment 4	23%	77%	100%	65%	35%	100%	53%	47%	100%
Year 41 - 50	Segment 5	25%	75%	100%	67%	33%	100%	59%	41%	100%
Year 51 - 60	Segment 6	xx%	xx%	100%	xx%	xx%	100%	xx%	xx%	100%

Used in section 6.	DW	WW	DW <sub>ACSA</sub>	DW <sub>City</sub>	WW <sub>ACSA</sub>	WW <sub>City</sub>
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Debt Service Charges for each Capacity-Related Wastewater Project for the first five years, and each five-year period thereafter, shall be based upon the average projected flows for the corresponding ten year debt service segment (i.e. debt service segment 1 will be used for five years (years 1-5) of the debt service, debt service segment 2 will be used for next five years (years 6 – 10) of debt service, debt service segment 3 will be used for the next five years (years 11 – 15) of debt service, etc.) until retirement of the

debt for the project, including any refinancing of such debt, if any, using the allocation method for such project provided under Section 6 below, based upon the Engineer’s flow analysis for the project as updated pursuant to Section 4.b. The first year of debt service segment 1 shall be defined as the first fiscal year in which RWSA budgets to begin incurring costs for the project, and may be different from the year in which Bonds funding the project are issued.

6. Allocation Formula. The allocation formula for determination of the Debt Service Charges to be allocated to the City and ACSA for the RPS Project and each Capacity-Related Wastewater Project is set forth below:

$$D_{ACSA} = [(D_{DRY} \times DW_{ACSA}) + (D_{WET} \times WW_{ACSA})]$$

$$D_{CITY} = [(D_{DRY} \times DW_{CITY}) + (D_{WET} \times WW_{CITY})]$$

Where:

**DEBT SERVICE**

$D_{ACSA}$  = Project Debt Service Charges to ACSA for a given fiscal year

$D_{CITY}$  = Project Debt Service Charges to City for a given fiscal year

$D_{TOTAL}$  = Total Project Debt Service Charges for a given fiscal year required to meet RWSA revenue requirements

$D_{DRY}$  = Debt Service attributed to total Dry Weather Flow ( $D_{TOTAL} \times DW$ )

$D_{WET}$  = Debt Service attributed to total Wet Weather Flows ( $D_{TOTAL} \times WW$ )

**RATIOS OF FLOW FOR TEN YEAR SEGMENTS**

DW = The ratio of (TDW/TF) total dry weather flow to total flow for the given ten-year segment determined by the methodology above



WW = The ratio of (TWW/TF) total wet weather flow to total flow for the given ten-year segment determined by the methodology above

DW<sub>ACSA</sub> = The ratio of ACSA Dry Weather Flow Projection to Total Dry Weather flow used for the given ten-year segment determined by the methodology above

DW<sub>CITY</sub> = The ratio of City Dry Weather Flow Projection to Total Dry Weather flow used for the given ten-year segment determined by the methodology above

WW<sub>ACSA</sub> = The ratio of ACSA Wet Weather Flow Projection to Total Wet Weather flow used for the given ten-year segment determined by the methodology above

WW<sub>CITY</sub> = The ratio of City Wet Weather Flow Projection to Total Wet Weather flow used for the given ten-year segment determined by the methodology above

## **FLOW**

TDW = Total Dry Weather Flow Projection used for the given ten-year segment determined by the methodology above

TF = Total 2-Year Storm Projected Flow (Peak Flow) or the sum of DW and WW for the given ten-year segment

TWW = Total 2-Year Storm Wet Weather Flow Projection used for the ten-year segment determined by the methodology above.

An example of this calculation for a hypothetical Capacity-Related Wastewater Project is attached hereto as Exhibit D.

7. Data Acquisition (Metering) Plan. Prior to commencement of construction for each Capacity-Related Wastewater Project, RWSA will provide the City and ACSA with a Dry and Wet Weather Flow analysis for the new Project Location, if available, or otherwise develop the data as soon as practicable, recognizing the timing of the development of Wet Weather Flow

analysis is weather dependent. Debt Service Charges for each such Project shall be established based upon such analysis until updated from that date as described in Section 4.b above. In the event a Project needs to proceed and incur costs before the analysis is available, Debt Service Charges in the interim may be based upon a percentage agreed by the City and ACSA, or allocated by the methodology described in Section 10, until the data is available. The cost of such initial analysis and each update to the analysis shall be allocated using the same allocation method used for operational costs as set forth in Section 10 below.

8. Inflow and Infiltration Remediation. RWSA, the City and ACSA shall engage in aggressive cost-effective inflow and infiltration remediation methods, including conducting sewer system evaluation surveys meeting EPA standards; and promptly repair identified defects when repair is more cost-effective than interception and treatment. The City and ACSA agree to continue to diligently pursue the previously set goal of reducing the inflow and infiltration measured in the urban wastewater system in 2006 for a 2-Year Storm by at least twenty-five percent (25%) by 2020.

9. Capacity-Related Wastewater Upgrade or Replacement Projects. In the event a Capacity-Related Wastewater Project requires upgrading or replacement prior to the end of its projected useful life due to actual or projected flows exceeding the design capacity of the Project as determined by the Engineer in the original flow analysis done for the project pursuant to Section 4.a. above (whether due to failure to curtail inflow and infiltration or exceeding growth projections or both), as between the City and ACSA, the party responsible for the excess flows agrees to have the Debt Service Charges for that portion of the additional capacity included in the upgraded or replacement project attributable to such excess flow allocated to it.

10. Operational and Maintenance Charges. Except as otherwise specifically provided herein, the City and ACSA will continue to pay operational and maintenance charges not in RWSA's CIP developed by RWSA to cover costs for routine labor, chemicals, supplies, power, depreciation, and all other operational and maintenance costs associated with wastewater interception and treatment for the Urban Wastewater System on the basis of their percentage of overall wastewater system flows as has been done since 1999.

WITNESS the following duly authorized signatures and seals:

[SIGNATURES ON FOLLOWING PAGES]

CITY OF CHARLOTTESVILLE

By: \_\_\_\_\_  
Mayor

COMMONWEALTH OF VIRGINIA  
CITY/COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of  
\_\_\_\_\_, 2014, by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

ID No. \_\_\_\_\_

ALBEMARLE COUNTY SERVICE AUTHORITY

By: \_\_\_\_\_  
Chairman

COMMONWEALTH OF VIRGINIA  
CITY/COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of  
\_\_\_\_\_, 2014, by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

ID No. \_\_\_\_\_

RIVANNA WATER AND SEWER AUTHORITY

By: \_\_\_\_\_  
Chairman

COMMONWEALTH OF VIRGINIA  
CITY/COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of  
\_\_\_\_\_, 2014, by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

ID No. \_\_\_\_\_

EXHIBIT A

EXISTING CAPACITY-RELATED WASTEWATER PROJECTS<sup>1</sup>

Crozet Flow Equalization Basin (100% of flows attributable to ACSA)

Meadow Creek Interceptor Improvements

Moore's Creek Pump Station and Force Main Upgrade

Moore's Creek WWTP Wet Weather Capacity

Schenks Branch Interceptor Replacement (100% of flows attributable to City)

Rivanna Pump Station

<sup>1</sup>All of the projects identified above are capacity-related, have either been completed since 2000 or are contained within the RWSA Capital Improvement Plan for Fiscal Years 2013-2017 adopted February 26, 2013, will have future costs after July 1, 2014 that will require Debt Service Charges, and have not been identified as part of any past executed cost allocation agreement.

EXHIBIT B

## EXISTING NON-CAPACITY-RELATED URBAN WASTEWATER PROJECTS

### Projects for Assets Used 100% to Serve ACSA

Albemarle-Berkley Interceptor

Crozet Interceptor (Rehabilitation and Repairs)

Crozet Pump Station Automatic Bar Screens

### Projects for Assets Used 100% to Serve City

None

### Projects for Assets Shared by ACSA and City

Administration Building Repairs (Wastewater Portion)

ATS (Moores Creek WWTP)

Bridge Repairs (Moores Creek WWTP)

Comprehensive Sewer Interceptor Study

Engineering Modular Building Expansion (Wastewater Portion)

Interceptor Sewer and Manhole Repair

Meadow Creek Interceptor Routing Study

Meadow Creek Interceptor Study

Meters for Sanitary Sewer Flow Monitoring

Miscellaneous Repairs to Pipelines Adjacent to Streams

Miscellaneous Wastewater Projects (2004)

Moores Creek (WWTP) Front End Improvements

Moores Creek (WWTP) Lime Tower Rehabilitation



Moore's Creek Improvements (2002)

Moore's Creek WWTP Digester Heating and Mixing Upgrade

Moore's Creek WWTP Odor Control – Phases 1 and 2

Moore's Creek WWTP Upgrade Conversion to ENR (Enhanced Nutrient Removal) Design and Construction

Radio Upgrade (Wastewater Portion)

Rivanna Pump Station Emergency Generator

Rivanna Pump Station Odor Control

SCADA (Moore's Creek WWTP)

Security Improvements (Wastewater)

Trommel Screen – Compost Yard – Moore's Creek WWTP

EXHIBIT C

DRY WEATHER FLOW AND WET WEATHER FLOW TABLES FOR EXISTING CAPACITY-RELATED URBAN WASTEWATER PROJECTS BASED ON GREELEY AND HANSEN ANALYSIS OF 2006 DATA (2010 ENGINEERING REPORT)<sup>1</sup>

Crozet Flow Equalization Basin:

All Dry Weather Flow and Wet Weather Flow for all years are projected to be 100% from ACSA. All costs should be allocated to ACSA.

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<sup>1</sup> Greeley and Hansen's projections were only made through the year 2060. Projections from 2061 through 2073 (identified in red font) are extrapolations made from the Engineer's data by RWSA.

Meadow Creek Interceptor Improvements

Year	Average Day - Dry Weather Flow (mgd)		Wet Weather (I&I) Flow (mgd)		Total Peaking Flow (mgd)	Total Peaking Flow (mgd)		Total Peaking Flow (mgd)
	ACSA	City	ACSA	City		ACSA	City	
2014	1.7	3.2	7.7	26.5	39.1	9.4	29.7	39.1
2015	1.7	3.2	7.8	26.4	39.1	9.5	29.6	39.1
2016	1.7	3.3	7.8	26.3	39.1	9.5	29.6	39.1
2017	1.8	3.3	7.8	26.1	39.0	9.6	29.4	39.0
2018	1.8	3.3	7.9	26.0	39.0	9.7	29.3	39.0
2019	1.8	3.3	7.9	25.9	38.9	9.7	29.2	38.9
2020	1.8	3.3	7.9	25.7	38.7	9.7	29.0	38.7
2021	1.8	3.4	8.0	25.6	38.8	9.8	29.0	38.8
2022	1.9	3.4	8.0	25.5	38.8	9.9	28.9	38.8
2023	1.9	3.4	8.0	25.3	38.6	9.9	28.7	38.6
2024	1.9	3.4	8.0	25.2	38.5	9.9	28.6	38.5
2025	1.9	3.4	8.0	25.1	38.4	9.9	28.5	38.4
2026	1.9	3.4	8.0	24.9	38.2	9.9	28.3	38.2
2027	1.9	3.4	8.0	24.8	38.1	9.9	28.2	38.1
2028	2.0	3.4	8.0	24.7	38.1	10.0	28.1	38.1
2029	2.0	3.4	8.1	24.5	38.0	10.1	27.9	38.0
2030	2.0	3.4	8.1	24.4	37.9	10.1	27.8	37.9
2031	2.0	3.5	8.1	24.2	37.8	10.1	27.7	37.8
2032	2.0	3.5	8.1	24.1	37.7	10.1	27.6	37.7
2033	2.0	3.5	8.1	24.0	37.6	10.1	27.5	37.6
2034	2.0	3.5	8.1	23.8	37.4	10.1	27.3	37.4
2035	2.1	3.5	8.1	23.7	37.4	10.2	27.2	37.4
2036	2.1	3.5	8.2	23.6	37.4	10.3	27.1	37.4
2037	2.1	3.5	8.2	23.4	37.2	10.3	26.9	37.2
2038	2.1	3.5	8.2	23.3	37.1	10.3	26.8	37.1
2039	2.1	3.5	8.2	23.2	37.0	10.3	26.7	37.0
2040	2.1	3.5	8.2	23.0	36.8	10.3	26.5	36.8
2041	2.1	3.5	8.2	22.9	36.7	10.3	26.4	36.7
2042	2.2	3.6	8.2	22.8	36.8	10.4	26.4	36.8
2043	2.2	3.6	8.2	22.6	36.6	10.4	26.2	36.6
2044	2.2	3.6	8.3	22.5	36.6	10.5	26.1	36.6
2045	2.2	3.6	8.3	22.3	36.4	10.5	25.9	36.4
2046	2.2	3.6	8.3	22.2	36.3	10.5	25.8	36.3
2047	2.2	3.6	8.3	22.1	36.2	10.5	25.7	36.2
2048	2.3	3.6	8.3	21.9	36.1	10.6	25.5	36.1
2049	2.3	3.6	8.3	21.8	36.0	10.6	25.4	36.0
2050	2.3	3.6	8.3	21.7	35.9	10.6	25.3	35.9
2051	2.3	3.6	8.4	21.5	35.8	10.7	25.1	35.8
2052	2.3	3.6	8.4	21.4	35.7	10.7	25.0	35.7
2053	2.3	3.7	8.4	21.3	35.7	10.7	25.0	35.7
2054	2.3	3.7	8.4	21.1	35.5	10.7	24.8	35.5
2055	2.4	3.7	8.4	21.0	35.5	10.8	24.7	35.5
2056	2.4	3.7	8.4	20.8	35.3	10.8	24.5	35.3
2057	2.4	3.7	8.4	20.7	35.2	10.8	24.4	35.2
2058	2.4	3.7	8.4	20.6	35.1	10.8	24.3	35.1
2059	2.4	3.7	8.5	20.4	35.0	10.9	24.1	35.0
2060	2.4	3.7	8.5	20.3	34.9	10.9	24.0	34.9
2061	2.5	3.7	8.5	20.1	34.8	11.0	23.8	34.8
2062	2.5	3.7	8.5	20.0	34.7	11.0	23.7	34.7
2063	2.5	3.8	8.5	19.8	34.6	11.0	23.6	34.6
2064	2.5	3.8	8.5	19.7	34.5	11.0	23.5	34.5
2065	2.5	3.8	8.5	19.6	34.4	11.0	23.4	34.4
2066	2.5	3.8	8.6	19.4	34.3	11.1	23.2	34.3
2067	2.5	3.8	8.6	19.3	34.2	11.1	23.1	34.2
2068	2.6	3.8	8.6	19.2	34.2	11.2	23.0	34.2
2069	2.6	3.8	8.6	19.0	34.0	11.2	22.8	34.0
2070	2.6	3.8	8.6	18.9	33.9	11.2	22.7	33.9
2071	2.6	3.8	8.6	18.8	33.8	11.2	22.6	33.8
2072	2.6	3.8	8.6	18.6	33.6	11.2	22.4	33.6
2073	2.6	3.8	8.6	18.5	33.5	11.2	22.3	33.5

Moores Creek Pumping Station & Force Main Upgrade

Year	Average Day - Dry Weather Flow (mgd)		Wet Weather (I&I) Flow (mgd)		Total Peaking Flow (mgd)	Total Peaking Flow (mgd)		Total Peaking Flow (mgd)
	ACSA	City	ACSA	City		ACSA	City	
2014	2.3	2.3	12.4	9.8	26.8	14.7	12.1	26.8
2015	2.4	2.4	12.7	10.2	27.7	15.1	12.6	27.7
2016	2.5	2.4	12.9	10.6	28.4	15.4	13.0	28.4
2017	2.6	2.5	13.2	11.0	29.3	15.8	13.5	29.3
2018	2.7	2.5	13.4	11.4	30.0	16.1	13.9	30.0
2019	2.7	2.5	13.7	11.8	30.7	16.4	14.3	30.7
2020	2.8	2.6	13.9	12.2	31.5	16.7	14.8	31.5
2021	2.9	2.6	14.0	12.2	31.7	16.9	14.8	31.7
2022	3.0	2.7	14.2	12.1	32.0	17.2	14.8	32.0
2023	3.0	2.7	14.3	12.0	32.0	17.3	14.7	32.0
2024	3.1	2.7	14.3	11.9	32.0	17.4	14.6	32.0
2025	3.1	2.7	14.4	11.8	32.0	17.5	14.5	32.0
2026	3.2	2.8	14.4	11.6	32.0	17.6	14.4	32.0
2027	3.3	2.8	14.5	11.4	32.0	17.8	14.2	32.0
2028	3.3	2.8	14.6	11.3	32.0	17.9	14.1	32.0
2029	3.4	2.9	14.6	11.1	32.0	18.0	14.0	32.0
2030	3.5	2.9	14.7	10.9	32.0	18.2	13.8	32.0
2031	3.5	2.9	14.7	10.8	31.9	18.2	13.7	31.9
2032	3.6	3.0	14.7	10.7	32.0	18.3	13.7	32.0
2033	3.6	3.0	14.8	10.6	32.0	18.4	13.6	32.0
2034	3.7	3.0	14.8	10.5	32.0	18.5	13.5	32.0
2035	3.8	3.0	14.8	10.4	32.0	18.6	13.4	32.0
2036	3.8	3.1	14.8	10.3	32.0	18.6	13.4	32.0
2037	3.9	3.1	14.8	10.2	32.0	18.7	13.3	32.0
2038	4.0	3.1	14.8	10.1	32.0	18.8	13.2	32.0
2039	4.0	3.2	14.8	10.0	32.0	18.8	13.2	32.0
2040	4.1	3.2	14.8	9.9	32.0	18.9	13.1	32.0
2041	4.1	3.2	14.8	9.8	31.9	18.9	13.0	31.9
2042	4.2	3.3	14.7	9.8	32.0	18.9	13.1	32.0
2043	4.3	3.3	14.7	9.7	32.0	19.0	13.0	32.0
2044	4.3	3.3	14.7	9.6	31.9	19.0	12.9	31.9
2045	4.4	3.4	14.7	9.6	32.1	19.1	13.0	32.1
2046	4.4	3.4	14.7	9.5	32.0	19.1	12.9	32.0
2047	4.5	3.4	14.6	9.5	32.0	19.1	12.9	32.0
2048	4.6	3.4	14.6	9.4	32.0	19.2	12.8	32.0
2049	4.6	3.5	14.5	9.4	32.0	19.1	12.9	32.0
2050	4.7	3.5	14.4	9.4	32.0	19.1	12.9	32.0
2051	4.8	3.5	14.4	9.3	32.0	19.2	12.8	32.0
2052	4.8	3.6	14.3	9.3	32.0	19.1	12.9	32.0
2053	4.9	3.6	14.2	9.3	32.0	19.1	12.9	32.0
2054	4.9	3.6	14.1	9.3	31.9	19.0	12.9	31.9
2055	5.0	3.7	14.0	9.3	32.0	19.0	13.0	32.0
2056	5.1	3.7	13.9	9.3	32.0	19.0	13.0	32.0
2057	5.1	3.7	13.8	9.3	31.9	18.9	13.0	31.9
2058	5.2	3.7	13.7	9.3	31.9	18.9	13.0	31.9
2059	5.3	3.8	13.5	9.4	32.0	18.8	13.2	32.0
2060	5.3	3.8	13.4	9.4	31.9	18.7	13.2	31.9
2061	5.4	3.8	13.5	9.5	32.2	18.9	13.3	32.2
2062	5.5	3.9	13.8	9.8	33.0	19.3	13.7	33.0
2063	5.5	3.9	13.8	9.8	33.0	19.3	13.7	33.0
2064	5.6	3.9	14.0	9.8	33.3	19.6	13.7	33.3
2065	5.6	4.0	14.0	10.0	33.6	19.6	14.0	33.6
2066	5.7	4.0	14.3	10.0	34.0	20.0	14.0	34.0
2067	5.8	4.0	14.5	10.0	34.3	20.3	14.0	34.3
2068	5.8	4.1	14.5	10.3	34.7	20.3	14.4	34.7
2069	5.9	4.1	14.8	10.3	35.1	20.7	14.4	35.1
2070	5.9	4.1	14.8	10.3	35.1	20.7	14.4	35.1
2071	6.0	4.1	15.0	10.3	35.4	21.0	14.4	35.4
2072	6.1	4.2	15.3	10.5	36.1	21.4	14.7	36.1
2073	6.1	4.2	15.3	10.5	36.1	21.4	14.7	36.1

Moores Creek WWTP - Wet Weather Capacity

Year	Average Day - Dry Weather Flow (mgd)		Wet Weather (I&I) Flow (mgd)		Total Peaking Flow (mgd)	Total Peaking Flow (mgd)		Total Peaking Flow (mgd)
	ACSA	City	ACSA	City		ACSA	City	
2014	6.0	5.8	27.5	39.0	78.3	33.5	44.8	78.3
2015	6.2	5.9	28.0	39.2	79.3	34.2	45.1	79.3
2016	6.4	5.9	28.4	39.3	80.0	34.8	45.2	80.0
2017	6.6	6.1	28.9	39.4	81.0	35.5	45.5	81.0
2018	6.8	6.1	29.2	39.5	81.6	36.0	45.6	81.6
2019	6.9	6.1	29.7	39.7	82.4	36.6	45.8	82.4
2020	7.1	6.2	30.1	39.8	83.2	37.2	46.0	83.2
2021	7.3	6.2	30.4	39.5	83.4	37.7	45.7	83.4
2022	7.5	6.4	30.8	39.1	83.8	38.3	45.5	83.8
2023	7.6	6.4	31.1	38.8	83.9	38.7	45.2	83.9
2024	7.8	6.4	31.2	38.4	83.8	39.0	44.8	83.8
2025	8.0	6.4	31.5	38.1	84.0	39.5	44.5	84.0
2026	8.2	6.5	31.7	37.6	84.0	39.9	44.1	84.0
2027	8.4	6.6	31.9	37.1	84.0	40.3	43.7	84.0
2028	8.5	6.6	32.2	36.7	84.0	40.7	43.3	84.0
2029	8.7	6.7	32.4	36.3	84.1	41.1	43.0	84.1
2030	8.9	6.7	32.6	35.8	84.0	41.5	42.5	84.0
2031	9.0	6.7	32.8	35.5	84.0	41.8	42.2	84.0
2032	9.2	6.9	33.0	35.1	84.2	42.2	42.0	84.2
2033	9.3	6.9	33.3	34.7	84.2	42.6	41.6	84.2
2034	9.6	6.9	33.4	34.3	84.2	43.0	41.2	84.2
2035	9.8	6.9	33.6	34.0	84.3	43.4	40.9	84.3
2036	9.9	7.0	33.8	33.6	84.3	43.7	40.6	84.3
2037	10.1	7.1	33.9	33.2	84.3	44.0	40.3	84.3
2038	10.3	7.1	34.1	32.8	84.3	44.4	39.9	84.3
2039	10.4	7.2	34.3	32.5	84.4	44.7	39.7	84.4
2040	10.6	7.2	34.5	32.1	84.4	45.1	39.3	84.4
2041	10.7	7.2	34.6	31.7	84.2	45.3	38.9	84.2
2042	10.9	7.4	34.7	31.4	84.4	45.6	38.8	84.4
2043	11.2	7.4	34.9	31.1	84.6	46.1	38.5	84.6
2044	11.3	7.4	35.1	30.7	84.5	46.4	38.1	84.5
2045	11.5	7.5	35.2	30.5	84.7	46.7	38.0	84.7
2046	11.6	7.5	35.4	30.1	84.6	47.0	37.6	84.6
2047	11.8	7.6	35.5	29.8	84.7	47.3	37.4	84.7
2048	12.0	7.6	35.7	29.4	84.7	47.7	37.0	84.7
2049	12.1	7.7	35.8	29.2	84.8	47.9	36.9	84.8
2050	12.3	7.7	35.8	28.9	84.7	48.1	36.6	84.7
2051	12.5	7.7	36.0	28.5	84.7	48.5	36.2	84.7
2052	12.7	7.9	36.0	28.2	84.8	48.7	36.1	84.8
2053	12.9	7.9	36.1	28.0	84.9	49.0	35.9	84.9
2054	13.0	7.9	36.2	27.7	84.8	49.2	35.6	84.8
2055	13.2	8.0	36.3	27.5	85.0	49.5	35.5	85.0
2056	13.4	8.0	36.3	27.2	84.9	49.7	35.2	84.9
2057	13.5	8.1	36.4	26.9	84.9	49.9	35.0	84.9
2058	13.7	8.1	36.5	26.6	84.9	50.2	34.7	84.9
2059	13.9	8.2	36.4	26.5	85.0	50.3	34.7	85.0
2060	14.1	8.2	36.4	26.2	84.9	50.5	34.4	84.9
2061	14.3	8.2	36.6	26.0	85.1	50.9	34.2	85.1
2062	14.5	8.4	37.1	26.0	86.0	51.6	34.4	86.0
2063	14.6	8.4	37.2	25.8	86.0	51.8	34.2	86.0
2064	14.8	8.4	37.6	25.5	86.3	52.4	33.9	86.3
2065	14.9	8.5	37.8	25.4	86.6	52.7	33.9	86.6
2066	15.1	8.5	38.2	25.2	87.0	53.3	33.7	87.0
2067	15.3	8.6	38.5	24.9	87.3	53.8	33.5	87.3
2068	15.5	8.7	38.5	25.0	87.7	54.0	33.7	87.7
2069	15.7	8.7	39.0	24.7	88.1	54.7	33.4	88.1
2070	15.8	8.7	39.1	24.5	88.1	54.9	33.2	88.1
2071	16.0	8.7	39.4	24.2	88.3	55.4	32.9	88.3
2072	16.2	8.9	39.8	24.2	89.1	56.0	33.1	89.1
2073	16.3	8.9	39.9	24.0	89.1	56.2	32.9	89.1

Rivanna Pump Station and Interceptor Tunnel

Year	Average Day - Dry Weather Flow (mgd)		Wet Weather (I&I) Flow (mgd)		Total Peaking Flow (mgd)	Total Peaking Flow (mgd)		Total Peaking Flow (mgd)
	ACSA	City	ACSA	City		ACSA	City	
2014	3.7	3.5	15.1	29.2	51.5	18.8	32.7	51.5
2015	3.8	3.5	15.3	29.0	51.6	19.1	32.5	51.6
2016	3.9	3.5	15.5	28.7	51.6	19.4	32.2	51.6
2017	4.0	3.6	15.7	28.4	51.7	19.7	32.0	51.7
2018	4.1	3.6	15.8	28.1	51.6	19.9	31.7	51.6
2019	4.2	3.6	16.0	27.9	51.7	20.2	31.5	51.7
2020	4.3	3.6	16.2	27.6	51.7	20.5	31.2	51.7
2021	4.4	3.6	16.4	27.3	51.7	20.8	30.9	51.7
2022	4.5	3.7	16.6	27.0	51.8	21.1	30.7	51.8
2023	4.6	3.7	16.8	26.8	51.9	21.4	30.5	51.9
2024	4.7	3.7	16.9	26.5	51.8	21.6	30.2	51.8
2025	4.9	3.7	17.1	26.3	52.0	22.0	30.0	52.0
2026	5.0	3.7	17.3	26.0	52.0	22.3	29.7	52.0
2027	5.1	3.8	17.4	25.7	52.0	22.5	29.5	52.0
2028	5.2	3.8	17.6	25.4	52.0	22.8	29.2	52.0
2029	5.3	3.8	17.8	25.2	52.1	23.1	29.0	52.1
2030	5.4	3.8	17.9	24.9	52.0	23.3	28.7	52.0
2031	5.5	3.8	18.1	24.7	52.1	23.6	28.5	52.1
2032	5.6	3.9	18.3	24.4	52.2	23.9	28.3	52.2
2033	5.7	3.9	18.5	24.1	52.2	24.2	28.0	52.2
2034	5.9	3.9	18.6	23.8	52.2	24.5	27.7	52.2
2035	6.0	3.9	18.8	23.6	52.3	24.8	27.5	52.3
2036	6.1	3.9	19.0	23.3	52.3	25.1	27.2	52.3
2037	6.2	4.0	19.1	23.0	52.3	25.3	27.0	52.3
2038	6.3	4.0	19.3	22.7	52.3	25.6	26.7	52.3
2039	6.4	4.0	19.5	22.5	52.4	25.9	26.5	52.4
2040	6.5	4.0	19.7	22.2	52.4	26.2	26.2	52.4
2041	6.6	4.0	19.8	21.9	52.3	26.4	25.9	52.3
2042	6.7	4.1	20.0	21.6	52.4	26.7	25.7	52.4
2043	6.9	4.1	20.2	21.4	52.6	27.1	25.5	52.6
2044	7.0	4.1	20.4	21.1	52.6	27.4	25.2	52.6
2045	7.1	4.1	20.5	20.9	52.6	27.6	25.0	52.6
2046	7.2	4.1	20.7	20.6	52.6	27.9	24.7	52.6
2047	7.3	4.2	20.9	20.3	52.7	28.2	24.5	52.7
2048	7.4	4.2	21.1	20.0	52.7	28.5	24.2	52.7
2049	7.5	4.2	21.3	19.8	52.8	28.8	24.0	52.8
2050	7.6	4.2	21.4	19.5	52.7	29.0	23.7	52.7
2051	7.7	4.2	21.6	19.2	52.7	29.3	23.4	52.7
2052	7.9	4.3	21.7	18.9	52.8	29.6	23.2	52.8
2053	8.0	4.3	21.9	18.7	52.9	29.9	23.0	52.9
2054	8.1	4.3	22.1	18.4	52.9	30.2	22.7	52.9
2055	8.2	4.3	22.3	18.2	53.0	30.5	22.5	53.0
2056	8.3	4.3	22.4	17.9	52.9	30.7	22.2	52.9
2057	8.4	4.4	22.6	17.6	53.0	31.0	22.0	53.0
2058	8.5	4.4	22.8	17.3	53.0	31.3	21.7	53.0
2059	8.6	4.4	22.9	17.1	53.0	31.5	21.5	53.0
2060	8.8	4.4	23.0	16.8	53.0	31.8	21.2	53.0
2061	8.9	4.4	23.1	16.5	52.9	32.0	20.9	52.9
2062	9.0	4.5	23.3	16.2	53.0	32.3	20.7	53.0
2063	9.1	4.5	23.4	16.0	53.0	32.5	20.5	53.0
2064	9.2	4.5	23.6	15.7	53.0	32.8	20.2	53.0
2065	9.3	4.5	23.8	15.4	53.0	33.1	19.9	53.0
2066	9.4	4.5	23.9	15.2	53.0	33.3	19.7	53.0
2067	9.5	4.6	24.0	14.9	53.0	33.5	19.5	53.0
2068	9.7	4.6	24.0	14.7	53.0	33.7	19.3	53.0
2069	9.8	4.6	24.2	14.4	53.0	34.0	19.0	53.0
2070	9.9	4.6	24.3	14.2	53.0	34.2	18.8	53.0
2071	10.0	4.6	24.4	13.9	52.9	34.4	18.5	52.9
2072	10.1	4.7	24.5	13.7	53.0	34.6	18.4	53.0
2073	10.2	4.7	24.6	13.5	53.0	34.8	18.2	53.0

Schenks Branch Interceptor Replacement:

All Dry Weather Flow and Wet Weather Flow for all years are projected to be 100% from City. All costs should be allocated to City.

EXHIBIT D

EXAMPLE OF APPLICATION OF TERMS OF AGREEMENT TO A HYPOTHETICAL CAPACITY RELATED WASTEWATER PROJECT

- Project: New Alpha Creek Pump Station (ACPS)
- Engineer’s Flow Projections Made in 2015, 2020, 2025, 2030, 2035, 2040, 2045, 2050
- First Identified as future project in 5-Yr CIP in 2015-16; estimated \$8.8 million
- Designed in 2018
- Constructed in 2019 and 2020
- \$20 million in 30-year revenue bonds issued in June 2019 for multiple projects with an interest rate of 4%, equal annual P & I payments to maturity, with \$8 million of the bond proceeds budgeted for ACPS

BUDGETED PROJECT EXPENSE TABLE<sup>2</sup>

Fiscal Year	Cash or Reserves	Debt Service (40% of \$20 million bond)	Fiscal Year	Cash or Reserves	Debt Service (40% of \$20 million bond)
2018	\$ 340,000.00		2034		\$462,640.79
2019	\$ 460,000.00		2035		\$462,640.79
2020		\$462,640.79	2036		\$462,640.79
2021		\$462,640.79	2037		\$462,640.79
2022		\$462,640.79	2038		\$462,640.79
2023		\$462,640.79	2039		\$462,640.79
2024		\$462,640.79	2040		\$462,640.79
2025		\$462,640.79	2041		\$462,640.79
2026		\$462,640.79	2042		\$462,640.79
2027		\$462,640.79	2043		\$462,640.79
2028		\$462,640.79	2044		\$462,640.79
2029		\$462,640.79	2045		\$462,640.79
2030		\$462,640.79	2046		\$462,640.79
2031		\$462,640.79	2047		\$462,640.79
2032		\$462,640.79	2048		\$462,640.79
2033		\$462,640.79	2049		\$462,640.79
				\$ 800,000.00	\$13,879,223.79

<sup>2</sup> In reality, the project budget is updated annually as actual expenses always vary from estimated expenses. Pursuant to the Four Party Agreement, the Authority also may budget for surpluses in some years and deficits in others to stabilize changes in wholesale rates. For purposes of example, those complexities are not shown here.



## ENGINEER'S FLOW PROJECTIONS IN 2015

Fiscal Year	ACSA		City		Fiscal Year	ACSA		City	
	Dry Weather	Wet Weather	Dry Weather	Wet Weather		Dry Weather	Wet Weather	Dry Weather	Wet Weather
2021	1.0	3.4	1.9	13.0	2054	2.1	6.7	2.3	9.9
2022	1.0	3.5	1.9	12.9	2055	2.1	6.8	2.3	9.8
2023	1.0	3.6	1.9	12.8	2056	2.1	6.9	2.3	9.8
2024	1.1	3.7	1.9	12.7	2057	2.2	7.0	2.3	9.7
2025	1.1	3.8	1.9	12.6	2058	2.2	7.1	2.3	9.7
2026	1.1	3.9	1.9	12.5	2059	2.2	7.2	2.3	9.6
2027	1.2	4.0	1.9	12.4	2060	2.3	7.3	2.3	9.6
2028	1.2	4.1	1.9	12.3	2061	2.3	7.4	2.4	9.5
2029	1.2	4.2	2.0	12.2	2062	2.3	7.5	2.4	9.5
2030	1.3	4.3	2.0	12.1	2063	2.4	7.6	2.4	9.4
2031	1.3	4.4	2.0	12.0	2064	2.4	7.7	2.4	9.4
2032	1.3	4.5	2.0	11.9	2065	2.4	7.8	2.4	9.3
2033	1.4	4.6	2.0	11.8	2066	2.5	7.9	2.4	9.3
2034	1.4	4.7	2.0	11.7	2067	2.5	8.0	2.4	9.2
2035	1.4	4.8	2.0	11.6	2068	2.5	8.1	2.4	9.2
2036	1.5	4.9	2.0	11.5	2069	2.6	8.2	2.5	9.1
2037	1.5	5.0	2.1	11.4	2070	2.6	8.3	2.5	9.1
2038	1.5	5.1	2.1	11.3	2071	2.6	8.4	2.5	9.0
2039	1.6	5.2	2.1	11.2	2072	2.7	8.5	2.5	9.0
2040	1.6	5.3	2.1	11.1	2073	2.7	8.6	2.5	8.9
2041	1.6	5.4	2.1	11.0	2074	2.7	8.7	2.5	8.9
2042	1.7	5.5	2.1	10.9	2075	2.8	8.8	2.5	8.8
2043	1.7	5.6	2.1	10.8	2076	2.8	8.9	2.5	8.8
2044	1.7	5.7	2.1	10.7	2077	2.8	9.0	2.6	8.7
2045	1.8	5.8	2.2	10.6	2078	2.9	9.1	2.6	8.7
2046	1.8	5.9	2.2	10.5	2079	2.9	9.2	2.6	8.7
2047	1.8	6.0	2.2	10.4	2080	2.9	9.3	2.6	8.7
2048	1.9	6.1	2.2	10.3	60-Year Avg	2.0	6.4	2.2	10.4
2049	1.9	6.2	2.2	10.2	1st Segment Avg (2021-30)	1.1	3.9	1.9	12.6
2050	1.9	6.3	2.2	10.1					
2051	2.0	6.4	2.2	10.0					
2052	2.0	6.5	2.2	10.0					
2053	2.0	6.6	2.3	9.9					

Debt Service Charges for FY 2018 and 2019 (Cash or Reserves) using 2015 Engineer's projections:

TDW for average of entire 60-year projection = 4.2 mgd  
 TF for average of entire 60-year projection = 21.0 mgd  
 TWW for average of entire 60-year projection = 16.8 mgd  
 $DW = TDW/TF = 4.2/21.0 = 20\%$   
 $WW = TWW/TF = 16.8/21.0 = 80\%$   
 $DW_{ACSA} = 2.0/4.2 = 48\%$   
 $DW_{CITY} = 2.2/4.2 = 52\%$

$$WW_{ACSA} = 6.4/16.8 = 38\%$$

$$WW_{CITY} = 10.4/16.8 = 62\%$$

For FY 2018 Total Debt Service Charges = \$340,000.00

$$D_{DRY} = 340000 \times 20\% = \$68,000$$

$$D_{WET} = 340000 \times 80\% = \$272,000$$

$$D_{ACSA} = [(\$68,000 \times 48\%) + (\$272,000 \times 38\%)] = \$32,640 + \$103,360 = \$136,000$$

$$D_{CITY} = [(\$68,000 \times 52\%) + (\$272,000 \times 62\%)] = \$35,360 + \$168,640 = \$204,000$$

For FY 2019 Total Debt Service Charges = \$460,000.00

$$D_{DRY} = 460000 \times 20\% = \$92,000$$

$$D_{WET} = 460000 \times 80\% = \$368,000$$

$$D_{ACSA} = [(\$92,000 \times 48\%) + (\$368,000 \times 38\%)] = \$44,160 + \$139,840 = \$184,000$$

$$D_{CITY} = [(\$92,000 \times 52\%) + (\$368,000 \times 62\%)] = \$47,840 + \$228,160 = \$276,000$$

Debt Service Charges for FY 2020 (Debt Payment) using 2015 Engineer's projections:

TDW for average of 2021-30 10-year segment projection = 3.0 mgd

TF for average of 2021-30 10-year projection = 19.5 mgd

TWW for average of 2021-30 10-year projection = 16.5 mgd

$$DW = TDW/TF = 3.0/19.5 = 16\%$$

$$WW = TWW/TF = 16.5/19.5 = 84\%$$

$$DW_{ACSA} = 1.1/3.0 = 37\%$$

$$DW_{CITY} = 1.9/3.0 = 63\%$$

$$WW_{ACSA} = 3.9/16.5 = 24\%$$

$$WW_{CITY} = 12.6/16.5 = 76\%$$

For FY 2020 Total Debt Service Charges = \$462,640.79

$$D_{DRY} = 462,640.79 \times 16\% = \$74,022.53$$

$$D_{WET} = 462,640.79 \times 84\% = \$388,618.30$$

$$D_{ACSA} = [(\$74,022.53 \times 37\%) + (\$388,618.30 \times 24\%)] = \$27,388.34 + \$93,268.39 = \$120,656.73$$

$$D_{CITY} = [(\$74,022.53 \times 63\%) + (\$388,618.30 \times 76\%)] = \$46,634.19 + \$295,349.91 = \$341,894.06$$

## ENGINEER'S FLOW PROJECTIONS IN 2020<sup>3</sup>

Fiscal Year	ACSA		City		Fiscal Year	ACSA		City	
	Dry Weather	Wet Weather	Dry Weather	Wet Weather		Dry Weather	Wet Weather	Dry Weather	Wet Weather
2021	0.9	3.6	1.9	12.8	2034	1.3	4.8	2.0	11.5
2022	0.9	3.6	1.9	12.7	2035	1.3	4.9	2.0	11.4
2023	1.0	3.7	1.9	12.6	2036	1.4	5.0	2.0	11.3
2024	1.0	3.8	1.9	12.5	2037	1.4	5.1	2.1	11.2
2025	1.0	3.9	1.9	12.4	2038	1.4	5.2	2.1	11.1
2026	1.0	4.0	1.9	12.3	2039	1.5	5.3	2.1	11.0
2027	1.1	4.1	1.9	12.2	2040	1.5	5.4	2.1	10.9
2028	1.1	4.2	1.9	12.1	1st Segment Avg (2021-30)	1.0	4.0	1.9	12.4
2029	1.1	4.3	2.0	12.0					
2030	1.2	4.4	2.0	11.9	2nd Segment Avg (2031-40)	1.4	5.0	2.0	11.4
2031	1.2	4.5	2.0	11.8					
2032	1.2	4.6	2.0	11.7					
2033	1.3	4.7	2.0	11.6					

Debt Service Charges for FY 2021 - 2024 (Debt Payment) using 1<sup>st</sup> Segment of 2020 Engineer's projections:

TDW for average of 2021-30 10-year segment projection = 2.9 mgd

TF for average of 2021-30 10-year projection = 19.3 mgd

TWW for average of 2021-30 10-year projection = 16.4 mgd

DW = TDW/TF = 2.9/19.3 = 15%

WW = TWW/TF = 16.4/19.3 = 85%

DW<sub>ACSA</sub> = 1.0/2.9 = 34%

DW<sub>CITY</sub> = 1.9/2.9 = 66%

WW<sub>ACSA</sub> = 4.0/16.4 = 24%

WW<sub>CITY</sub> = 12.4/16.4 = 76%

For FY 2021-24 Total Debt Service Charges = \$462,640.79

D<sub>DRY</sub> = 462,640.79 x 15% = \$69,396.12

D<sub>WET</sub> = 462,640.79 x 85% = \$393,244.67

D<sub>ACSA</sub> = [(\$69,396.12 x 34%) + (\$393,244.67 x 24%)] = \$23,594.68 + \$94,378.72  
= \$117,973.40

D<sub>CITY</sub> = [(\$69,396.12 x 66%) + (\$393,244.67 x 76%)] = \$45,801.44 + 298,865.95 =  
\$344,667.39

<sup>3</sup> The Engineer's flow projections in 2020 will cover a sixty year period, but for purposes of allocating debt service charges for the new Alpha Creek Pump Station, only the first two segments (2021-2030 and 2031-2040) are actually utilized. For this example, only the first two segments are shown.

Debt Service Charges for FY 2025 (Debt Payment) using 2<sup>nd</sup> Segment of 2020 Engineer's projections:

TDW for average of 2031-40 10-year segment projection = 3.4 mgd

TF for average of 2031-40 10-year projection = 19.8 mgd

TWW for average of 2031-40 10-year projection = 16.4 mgd

DW = TDW/TF = 3.4/19.8 = 17%

WW = TWW/TF = 16.4/19.8 = 83%

DW<sub>ACSA</sub> = 1.4/3.4 = 41%

DW<sub>CITY</sub> = 2.0/3.4 = 59%

WW<sub>ACSA</sub> = 5.0/16.4 = 30%

WW<sub>CITY</sub> = 11.4/16.4 = 70%

For FY 2025 Total Debt Service Charges = \$462,640.79

D<sub>DRY</sub> = 462,640.79 x 17% = \$78,648.93

D<sub>WET</sub> = 462,640.79 x 83% = \$383,991.86

D<sub>ACSA</sub> = [(\$78,648.93 x 41%) + (\$383,991.86 x 30%)] = \$32,246.06 + \$115,197.56  
= \$147,443.62

D<sub>CITY</sub> = [(\$78,648.93 x 59%) + (\$383,991.86 x 70%)] = \$46,402.87 + 268,794.30 =  
\$315,197.17

Calculations of Debt Service Charges continue by the method shown above for the remainder of the term of debt payments. The year of the Engineer's Projections<sup>4</sup> used and the Segment used for each further year of Debt Service Charges is shown in the table at the top of the next page.

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<sup>4</sup> As stated in this Agreement, the date projections are published may be necessarily delayed if abnormally dry weather prevents the system measurement of flow from wet weather events sufficient to approximate the 2-Year storm with reasonably high confidence, in the judgment of the "third-party" Engineer.

Fiscal Year	Sequential Year of Debt Payment	Year of Engineer's Flow Projections Used	Segment Used
2020	1st	2015	1st (2021-2030)
2021	2nd	2020	1st (2021-2030)
2022	3rd	2020	1st (2021-2030)
2023	4th	2020	1st (2021-2030)
2024	5th	2020	1st (2021-2030)
2025	6th	2020	2nd (2031-2040)
2026	7th	2025	2nd (2031-2040)
2027	8th	2025	2nd (2031-2040)
2028	9th	2025	2nd (2031-2040)
2029	10th	2025	2nd (2031-2040)
2030	11th	2025	3rd (2041-2050)
2031	12th	2030	3rd (2041-2050)
2032	13th	2030	3rd (2041-2050)
2033	14th	2030	3rd (2041-2050)
2034	15th	2030	3rd (2041-2050)
2035	16th	2030	4th (2051-2060)
2036	17th	2035	4th (2051-2060)
2037	18th	2035	4th (2051-2060)
2038	19th	2035	4th (2051-2060)
2039	20th	2035	4th (2051-2060)
2040	21st	2035	5th (2061-2070)
2041	22nd	2040	5th (2061-2070)
2042	23rd	2040	5th (2061-2070)
2043	24th	2040	5th (2061-2070)
2044	25th	2040	5th (2061-2070)
2045	26th	2040	6th (2071-2080)
2046	27th	2045	6th (2071-2080)
2047	28th	2045	6th (2071-2080)
2048	29th	2045	6th (2071-2080)
2049	30th	2045	6th (2071-2080)

**From:** Wray, Bernard  
**Sent:** Friday, March 21, 2014 9:37 AM  
**To:** Smith, Dede  
**Cc:** O'Hare, Sharon; Council; Jones, Maurice; Hildebrand, Lauren; Brown, Craig  
**Subject:** wastewater debt.xlsx

Councilor Smith, the attached is the information I was referring to when I said the change in cost formula amounted to 46 cents per month for the average residential user and goes to 71 cents assuming no changes in I and I . Hope this answers your question. Thanks, Bernard

### Debt Service Based on FY14 Rates

	Old Method	New Method	Difference
FY 15	\$3,530,790	\$3,728,130	\$197,340
	\$203,699	\$238,936	
FY16	\$3,734,489	\$3,967,066	\$232,577
	\$203,699	\$238,935	
FY17	\$3,938,188	\$4,206,001	\$267,813
	\$203,700	\$239,935	
FY 18	\$4,141,888	\$4,445,936	\$308,048
	\$203,699	\$238,936	
FY 19	\$4,345,587	\$4,684,872	\$339,285

FY 15 - \$0.46 to high \$0.71 per month or ARU through 2018

\$1,000,000 DS = \$2.32 a month or ARU

Will Change with Volume Changes

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



Agenda Date:	April 7, 2014
Action Required:	Yes
Presenter:	Judith M. Mueller, Director of Public Works
Staff Contacts:	Maurice Jones, City Manager Judith M Mueller, Director of Public Works
<b>Title:</b>	<b>RSWA Support Agreement</b>

**Background and Discussion:**

Last year the City agreed to extend its funding for the McIntire Recycling Center for one year until June 30, 2014. This would allow Albemarle County time to decide on its long term solid waste management strategy. That has not happened, and Albemarle County has asked the City to extend its funding for another year until June 30, 2015.

**Alternatives:**

Discontinue funding for the McIntire Center.

**Budgetary Impact:**

Sufficient funding is available in the proposed FY 15 budget.

**Recommendation:**

Approve contract extension.

**Attachments:**

Amendment No. 3 to Local Government Support Agreement

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**AMENDMENT NO. 3 TO  
LOCAL GOVERNMENT SUPPORT AGREEMENT FOR RECYCLING PROGRAMS  
AMONG  
THE CITY OF CHARLOTTESVILLE  
THE COUNTY OF ALBEMARLE  
AND  
THE RIVANNA SOLID WASTE AUTHORITY**

This **Amendment No. 3** to the **Local Government Support Agreement for Recycling Programs** (this “Amendment”) is made this \_\_\_ day of \_\_\_\_\_, 2014 by and among the **City of Charlottesville, Virginia** (the “City”), the **County of Albemarle, Virginia** (the “County”) and the **Rivanna Solid Waste Authority** (the “Authority”, individually a “Party”, and together referred to as the “Parties”).

WHEREAS, the City, the County and the Authority entered into a certain Local Government Support Agreement for Recycling Programs dated August 23, 2011 (the “Original Agreement”) providing the terms of the City’s and County’s shared financial support and Authority’s operation of the Recycling Services; and

WHEREAS, the Original Agreement provided that such financial support and operations continue through the Authority’s fiscal year ending June 30, 2012, with the City and County retaining an exclusive option to extend the Original Agreement for two successive one-year periods by giving prior written notice to the Authority; and

WHEREAS, the City and County exercised their first option to extend the term of the Original Agreement through June 30, 2013, but the County elected not to exercise its second option to extend the term through June 30, 2014 and instead requested, with the concurrence of the City, an extension of the Original Agreement through December 31, 2013; and

WHEREAS, the City, the County and the Authority entered into Amendment No. 1 to the Original Agreement dated June 5, 2013 extending the term of the Original Agreement through December 31, 2013; and,

WHEREAS, the City, the County and the Authority entered into Amendment No. 2 to the Original Agreement dated October 23, 2013 extending the term of the Original Agreement through June 30, 2014 (the Original Agreement, as amended by Amendment No. 1 and Amendment No. 2, hereinafter, the “Agreement”); and,

WHEREAS, the County desires an additional extension of the term of the Agreement through June 30, 2015, and the City is agreeable to an extension for such period.

NOW, THEREFORE, the Parties agree to amend the Agreement as follows:

1. **Amendment to Section 4.** Section 4 of the Agreement, entitled “Term of Agreement,” is amended and restated as follows:

4. **Term of Agreement**

This Agreement shall be effective upon execution and the financial participation requirements shall be retroactive to July 1, 2011 and shall continue through June 30, 2015.

2. **Miscellaneous.** Capitalized terms used herein shall have the meanings ascribed to them in the Agreement unless otherwise specifically defined herein. Except as expressly modified hereby, all other terms and conditions of the Agreement shall remain unchanged and shall continue in full force and effect. This Amendment may be executed in two or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the dates below.

CITY OF CHARLOTTESVILLE:

\_\_\_\_\_  
Maurice Jones  
City Manager

\_\_\_\_\_  
Date

COUNTY OF ALBEMARLE:

\_\_\_\_\_  
Thomas C. Foley  
County Executive

\_\_\_\_\_  
Date

RIVANNA SOLID WASTE AUTHORITY:

\_\_\_\_\_  
Thomas L. Frederick, Jr.  
Executive Director

\_\_\_\_\_  
Date

<b>DATE:</b>	April 1, 2014
<b>TO:</b>	City Council Maurice Jones, City Manager
<b>FROM:</b>	John Jones, Transit Manager
<b>RE:</b>	<b>CAT Report to Charlottesville City Council</b>

### **Charlottesville Area Transit First Quarter 2014 Operations**

On January 4, 2014, CAT implemented the service changes detailed in the Transit Study Final Report and approved by City Council on August 19, 2013. In general, the changes have been well received. There have been isolated complaints in the Belmont and Fry's Spring area and we are working to correct a few issues that cannot continue long term. There has been a decrease in ridership which we expected. This is a common consequence when there is major service reorganization. There is a sharp decrease in evening ridership which we attribute to a general misunderstanding with our customers regarding the numeric changes to the night routes (night routes previously were numbered differently and now use the same number as the day route serving the area) and we are working with marketing to rebuild this ridership. It has started to come back to its previous levels.

#### **Route Summaries**

**Route 1:** This Route shows an overall decline in passenger trips of just .37% for 2014 versus 2013. Considering that this route no longer operates on Saturday's, this was an expected consequence. However, this is a relatively small decline and does reinforce our position that Saturday service numbers were too low to support operating route service on that day.

**Routes 2A and 2B:** These routes were discontinued on January 4. After the changes were put in place, 2A became part of Route 11 and 2B became part of Route 3.

**Route 3:** This Route shows an overall increase in passenger trips of 23.04% for 2014 over 2013. This is due to the addition of Route 2B ridership from Southwood. The route now runs approximately 73% more service hours than it did in 2013 to accommodate the addition of Route 2B.

**Route 4:** Route 4 was the most heavily modified route in the system after the changes on January 4. While there is an overall decline in ridership of 15.13%, we are confident that this will build back over time. It is also important to note that one entire neighborhood was shifted from Route 4 to Route 6 and we feel that is responsible for just about all of the lost ridership on this route.

**Route 5:** Ridership on this route declined just under 5%.

**Route 6:** This Route shows an overall increase of nearly 33% for 2014 over 2013. Some of this is attributable to the addition of the Orangedale area that was on Route 4. We also feel that the addition of Willoughby Square Shopping Center as an anchor for this route has helped build ridership significantly.

**Route 7:** This Route had a significant decline in overall ridership of 16.33% for 2014 over 2013.

**Route 8:** Route 8 ridership increased 2.42% for 2014 over 2013.

**Route 9:** Route 9 shows a significant decrease of 46.22% for 2014 over 2013. This route is not at all the same route that operated in 2013 as it does not travel to Downtown any longer. We are reviewing this Route to see what changes can be made to boost overall ridership.

**Route 10:** Route 10 ridership has decreased over 28% for 2014 versus 2013. This is another route where we are reviewing the schedule to determine what may be done to increase overall ridership. We may add night service to this route this summer which should increase overall ridership.

**Route 11:** Route 11 was just added to the system last August. Ridership continues to increase every month. Since it was added to the system last August, the route has grown over 30%.

**Free Trolley:** Ridership on the Trolley has decreased just under 13% for 2014 versus 2013.

Overall, ridership on the system decreased just under 9% for the first months since the route changes. The CAT team continues to analyze the data and look at patterns to determine areas we can improve ridership and create efficiencies.

On time performance and customer convenience are better than under the old system and a great deal of this decrease is attributable to the general misunderstandings about what was happening with night services when we changed the route numbers.