



**CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES**  
**September 16, 2024 at 4:00 PM**  
**City Hall Council Chamber**

The Charlottesville City Council met on Monday, September 16, 2024. Mayor Juandiego Wade called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting all councilors present: Mayor Juandiego Wade, Vice Mayor Brian Pinkston and Councilors Natalie Oschrin, Michael Payne, and Lloyd Snook.

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

## **REPORTS**

Kellie Brown, new Director for Neighborhood Development Services, introduced herself.

### **1. REPORT: FY26 Budget Kickoff**

Krisy Hammill, Budget Director, presented preliminary information about Fiscal Year 2026 Budget Development, including: the budget development timeline, key dates, the Capital Improvement Program (CIP) process, budget information and resources, budget drivers and Council priorities.

James Freas, Deputy City Manager for Operations briefed Council on several Council priority areas such as:

- when the city might see the financial benefits from properties that selected "payment in lieu of taxes" versus providing onsite affordable housing units;
- non-grant funding for Safe Routes to Schools;
- status of the Stormwater Utility: Capital Improvement Plan, maintenance, and regulatory compliance. He highlighted the September 24 celebration for the completion of the Schenks Branch Tributary Stream Restoration project; and
- additional resources needed to facilitate the implementation of the Zoning Ordinance and affordable housing initiatives.

Director Hammill and City Manager Sam Sanders addressed key budget drivers: transportation, collective bargaining, homeless intervention, affordable housing, and City Schools (collective bargaining and capital needs). Additional drivers are real estate assessments in January 2025, Federal funding (American Rescue Plan one-time funds), and FY24 year-end surplus one-time funds.

There being no items for closed session, Mayor Wade recessed the meeting from 5:06 p.m. to 6:30 p.m. Mayor Wade announced that he would arrive late to the business meeting after greeting a visiting delegation to the city.

## **BUSINESS SESSION**

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

## **ANNOUNCEMENTS**

Councilor Oschrin announced the Loop de Ville event on September 28; the Charlottesville High School 50th anniversary Alumni Night on November 16; and a candlelight vigil on October 7 starting at 7:00 p.m. to memorialize victims of domestic violence.

Vice Mayor Pinkston announced for the City Treasurer's Office the availability of DMV Select services at the City Hall lobby.

## **RECOGNITIONS/PROCLAMATIONS**

- **PROCLAMATION: National Co-Responder and Crisis Responder Week September 15-21, 2024**

Councilor Snook presented the National Co-Responder and Crisis Responder Week proclamation to members of the city's ANCHOR (Assisting with Navigation, Crisis Help, and Outreach Resources) Team. Team members introduced themselves.

## **COMMUNITY MATTERS**

Mayor Wade opened the floor for comments from the public.

1. Robin Hoffman, city resident, announced the September 20<sup>th</sup> commencement of early voting for upcoming elections, and her donation of caricatures to those who show an “I Voted” sticker; availability of topsoil for purchase at Dicks Woods Road from the processing and composting of vegetable refuse; and a recent fundraising art festival at the Botanical Garden of the Piedmont.
2. Clifford Michael Hall, city resident, spoke about the need for compromise between the homeless community and business owners.

## **CONSENT AGENDA\***

Clerk of Council Kyna Thomas read the following Consent Agenda items into the record, and on motion by Snook, seconded by Oschrin, Council by a vote of 4-0 adopted the Consent Agenda (Ayes: Oschrin, Payne, Pinkston, Snook; Noes: none; Absent: Wade).

2. MINUTES: September 3 regular meeting
3. RESOLUTION appropriating funds from the 2024 Energy Efficiency and Conservation Block Grant (EECBG) - \$76,840 (2nd reading)

## **RESOLUTION**

### **Appropriating Funding in the Amount of \$76,840 To Be Received from the Department of Energy (DOE) Energy Efficiency and Conservation Block Grant (EECBG) Program**

**WHEREAS**, The City of Charlottesville, through the Office of Sustainability, has been notified that it will be awarded a \$76,840 grant from the US Department of Energy (DOE) Energy Efficiency and Conservation Block Grant (EECBG) Program to support the residential energy audits; and

**WHEREAS**, the funds will be used by the Local Energy Alliance Program (LEAP) to conduct home energy audits; and

**WHEREAS**, the City Manager is authorized to execute the DOE agreement and a subsequent sub-recipient agreement with LEAP at a later time as it pertains to completing the activities of this grant.

**NOW, THEREFORE BE IT BE RESOLVED** by the Council of the City of Charlottesville, Virginia, that upon receipt of the awarded DOE grant, said funding, anticipated in the sum of \$76,840 is hereby appropriated, in the following manner:

Revenues

\$76,840      Fund: 211      Funded Program: 1900565      G/L Account: 431110

Expenditures

\$76,840      Fund: 211      Funded Program: 1900565      G/L Account: 599999

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon receipt of \$76,840 from the DOE EECBG Program.

4. RESOLUTION for State Pass-Thru Funding for Tonsler League - \$250,000 (2nd reading)

**RESOLUTION**

**Appropriating funds from the Virginia Department of Social Services (VDSS) for the Tonsler League - \$250,000**

**WHEREAS**, the City of Charlottesville through the Virginia Department of Social Services will receive a funding award of \$250,000 to support the Tonsler League;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that the sum of \$250,000 received from the Virginia Department of Social Services is hereby appropriated in the following manner:

Revenues - \$250,000

\$250,000      Fund: 209      Order: 1900564      G/L Code: 430110

Expenditures - \$250,000

\$250,000      Fund: 209      Order: 1900564      G/L Code: 540100

**BE IT FURTHER RESOLVED** that this appropriation is conditioned upon the receipt of \$250,000 from the Virginia Department of Social Services.

5. RESOLUTION to appropriate Fiscal Year 2025 Fire Programs Aid to Locality Funding (Firefund) - \$238,581.00 (2nd reading)

**RESOLUTION to APPROPRIATE  
Fiscal Year 2025 Fire Programs Aid to Locality Funding (Firefund)  
\$238,581.00**

**WHEREAS**, the Virginia Department of Fire Programs has awarded a grant to the Fire Department, through the City of Charlottesville, specifically for fire service applications;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that a total of \$238,581.00 be appropriated in the following manner:

**Revenues - \$238,581**

\$238,581            Fund: 209                    I/O: 1900010                    G/L Account: 430110

**Expenditures - \$238,581**

\$238,581            Fund: 209                    I/O: 1900010                    G/L Account: 599999

**BE IT FURTHER RESOLVED**, that this appropriation is conditioned upon the receipt of \$238,581.00 from the Virginia Department of Fire Programs.

6. RESOLUTION to appropriate funds from the Department of Housing and Community Development- Virginia Homeless Solutions Program Grant \$470,805 (2nd reading).

**RESOLUTION  
Appropriating Funding in the Amount of \$470,805 To Be Received from  
Virginia Homeless Solutions Program**

**WHEREAS**, The City of Charlottesville, through the Department of Human Services, has been notified that it will be awarded an additional grant from the Virginia Housing Solutions Program (V.H.S.P.) Fund of the Virginia Department of Housing and Community Development, in the amount of \$470,805.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia that, upon receipt of the additional VHSP funding from the Commonwealth, said funding, anticipated in the sum of \$470,805, is hereby appropriated in the following manner:

Revenues

\$470,805    Fund 209            Order 1900566                    GL 430110 State Grant

Expenditures

\$470,805    Fund 209            Order 1900566                    GL 53550 Contracted Services

7. RESOLUTION to approve the Seventh Amended Grant Agreement, Charlottesville Supplemental Rental Assistance Program (2nd reading)

**RESOLUTION TO APPROVE THE SEVENTH AMENDMENT TO GRANT**

**AGREEMENT FOR THE CHARLOTTESVILLE SUPPLEMENTAL RENTAL ASSISTANCE PROGRAM, AND TO APPROPRIATE THE NOT-TO-EXCEED AMOUNT OF NINE-HUNDRED-THOUSAND DOLLARS (\$900,000.00) FROM THE FY2024-2025 BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2024**

**WHEREAS** on June 19, 2017, the City of Charlottesville approved the creation of the city-funded Charlottesville Supplemental Rental Assistance Program (“CSRAP”), and on April 9, 2024, the City Council approved an allocation of \$900,000 from the Capital Improvement Program funds to be used for the CSRAP program, which will be administered by CRHA; and

**WHEREAS** the terms and conditions under which the Charlottesville Redevelopment and Housing Authority (“CRHA”) will administer the CSRAP Program are set forth within a written grant agreement effective for the fiscal year beginning July 1, 2024, which has been reviewed by City Council this same date.

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

1. The CSRAP program shall be administered by CRHA in accordance with the terms and conditions set forth within the CSRAP grant agreement effective for the fiscal year beginning July 1, 2024, which is hereby approved by this City Council; and
  2. The City Manager is authorized to execute the CSRAP grant agreement on behalf of the City of Charlottesville and the City Manager and City staff are authorized and directed to apply the funding allocated above to the CSRAP program in accordance with the terms set out within the CSRAP grant agreement.
8. ORDINANCE for Stonehenge Avenue Encroachment Agreement (2nd reading)

**ORDINANCE AUTHORIZING ENCROACHMENT OF A RETAINING WALL CONSTRUCTED PARTIALLY ON PROPERTY IDENTIFIED ON CITY TAX MAP 60 AS PARCEL 120 AND HAVING THE ADDRESS OF 0 STONEHENGE AVENUE EXT.**

9. ORDINANCE amending the City Code to extend the Public Safety Supplement Retirement Benefit to EMS-only Employees Enrolled in the Defined Benefit plan (2nd reading)

**AN ORDINANCE TO AMEND CITY CODE CHAPTER 19, PERSONNEL SECTIONS 19-96 AND 19-150**

10. RESOLUTION to appropriate insurance claim reimbursement for The Avon Fuel Station Replacement Project - \$65,000 (carried)
11. RESOLUTION to appropriate Victim Witness Assistance Program Grant funds - \$257,024 (carried)
12. RESOLUTION to appropriate State Historic Resources Grant Funds to Jefferson School

African American Heritage Center - \$500,000 (carried)

## **CITY MANAGER REPORT**

Deputy City Manager Ashley Marshall announced two opportunities to provide input into the fifth MAPP2Health program - focus groups and a community health survey.

City Manager Sam Sanders presented an update on his FY2025 Work Plan.

## **ACTION ITEMS**

### **13. PUBLIC HEARING and RESOLUTION to approve the 2024 Parks & Recreation Accessibility Enhancements Project at Jordan Park and to reprogram associated Community Development Block Grant funds, a major amendment, \$25,000**

Anthony Warn, Alex Ikefuna and Chris Gensic introduced the resolution for accessibility enhancements at Jordan Park as a partnership between the Office of Community Solutions and the Department of Parks and Recreation.

After Councilors asked clarifying questions, Vice Mayor Pinkston opened the public hearing. There were no speakers and the public hearing was closed.

On motion by Payne, seconded by Snook, Council by a vote of 4-0 approved the resolution, waiving the second reading.

### **RESOLUTION TO APPROPRIATE FUNDS Resolution to Approve the 2024 Parks & Recreation Accessibility Enhancements Project at Jordan Park and to Reprogram Associated Community Development Block Grant Funds, a Major Amendment, in the Amount of \$25,000**

**WHEREAS** the City of Charlottesville has been recognized as an entitlement community by the U.S. Dept of Housing and Urban Development (HUD) and as such Council has previously approved the appropriation of certain sums of federal grant receipts to specific accounts in the Community Development Block Grant (CDBG) Fund; and

**WHEREAS** it is the goal of the City of Charlottesville to remove barriers to access in the city's parks and green spaces, and

**WHEREAS** the city's Office of Community Solutions is partnering with the city's Department of Parks & Recreation to remove a significant barrier to access within a public park through the removal of an inadequate pathway and the creation of a new and accessible paved pathway within Jordan Park that will connect the existing accessible curb ramp at the park's Sixth Street entrance with several amenities within the park, including a basketball court, playgrounds and a new trail bridge; and

**WHEREAS** this project will support Council's Strategic Plan Framework vision of enhancing Partnerships and supporting access to Recreation, Arts, and Culture;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Charlottesville, Virginia, that the proposed project as presented here today before Council is approved and that the Office of Community Solutions is hereby authorized to begin work to implement said program.

**BE IT FURTHER RESOLVED** that, in support of this program, appropriations made to the following expenditure account(s) in the CDBG Fund be amended by the respective amounts shown below and that the balance accumulated in the Fund as a result of these adjustments be hereby appropriated to the receiving account(s) indicated below, as follows:

SAP Expenditure Account(s)	Proposed Reduction(s)
1900361	\$2,964.41
3914001000 (NONE)	\$22,035.59
Subtotal Reductions =	\$25,000.00

SAP Revenue Account	SAP Account Code	Proposed Addition(s)
CDBG PY24+ Parks & Rec ADA at Jordan Park	1900567	\$25,000.00
Subtotal Additions =		\$25,000.00

To this end, the City Manager, the Director of Finance, and public officers to whom any responsibility is delegated by the City Manager pursuant to City Code Section 2-147, are authorized to establish administrative procedures and provide for guidance and assistance in the execution of the funded program.

**14. ORDINANCE to adopt Fire Safety Code Fee Schedule (carried)**

Joe Phillips, Fire Marshal and Deputy Chief for Community Risk Reduction, introduced the request to adopt a Fire Safety Code fee schedule ordinance based on the State Fire Prevention Code. Council unanimously agreed to carry the item to the October 7 meeting for a second reading and vote.

**15. ORDINANCE to approve a Funding Agreement for Carlton Mobile Home Park (1 reading with 4/5 vote)**

Brenda Kelley, Redevelopment Manager, introduced the request to approve a funding agreement for the purchase of the Carlton Mobile Home Park.

In August 2024, the City Council approved an Ordinance approving financial assistance to support residential rental housing at Carlton Mobile Home Park for persons of low and moderate income and authorizing the City Manager to execute and deliver a Support Agreement in connection with the same, following a request from Piedmont Housing Alliance (PHA) and Greater Charlottesville Habitat for Humanity (GCHH) to the City to provide annual support over the next five years for a total amount not to exceed \$8.7M, in the event that they effectively purchase the property and become bona fide owners of the Park.

Since the last City Council meeting PHA/GCHH presented an offer to the Owner, who accepted

their offer to purchase the property. PHA/GCHH are now diligently pursuing financing approval in order to close on the purchase of the property. The Ordinance and Support Agreement, previously approved, contained language that stated that in return for such financial support and as required by Section 15.2-958 of the Virginia Code, the parties intend to enter into a separate funding agreement, which is to be approved by subsequent action of Council, to address: a) the requirements of Virginia Code § 15.2-958, with respect to the minimum number of rental units in the Park (including after any redevelopment) that will be reserved for persons of low and moderate income and for what period of time; and b) such other requirements that the City may desire to impose in connection with providing such financial assistance.

PHA requested this funding agreement approval prior to the financing closing scheduled for September 17th. It is intended that PHA/GCHH will create a special purpose entity for this project as Habitat Carlton Alliance, LLC (HCA). PHA will remain the fiduciary agent for the alliance with all funding going to PHA.

Approval of this Ordinance will spell out the preliminary minimum conditions expected by the City, pursuant to Virginia Code § 15.2-958, primarily with respect to the redevelopment of the property and the ultimate development of affordable housing. In connection with the Ordinance, the City Manager will be authorized to execute additional documents in order to effectuate this transaction. These may include, but are not limited to, Declarations of Affordable Housing Covenants – one for rental units and one for the homeownership units – which will be required to be recorded prior to the issuance of a building permit. These documents further provide protections and guarantees in place to ensure that the affordable units are built in accordance with the agreed upon performance requirements. The City Manager and City Attorney will be required to approve these covenant(s) prior to recordation.

James Freas, Deputy City Manager, helped to answer Council questions.

Mayor Wade rejoined the meeting at 7:32 p.m.

On motion by Payne, seconded by Oschrin, Council by a vote of 5-0 adopted the ordinance, waiving the second reading (Ayes: Oschrin, Payne, Pinkston, Snook, Wade; Noes: none).

**ORDINANCE AUTHORIZING A FORGIVABLE LOAN TO PIEDMONT HOUSING ALLIANCE AND GREATER CHARLOTTESVILLE HABITAT FOR HUMANITY, INC. AND HABITAT CARLTON ALLIANCE, LLC, TO SUPPORT REDEVELOPMENT OF CARLTON MOBILE HOME PARK FOR THE PURPOSE OF PRODUCING NEW HOUSING FOR LOW AND MODERATE INCOME PERSONS**

**16. BY MOTION: Confidential Settlement Agreement**

Mayor Wade acknowledged that Council was briefed on the confidential item which requires a formal vote.

On motion by Pinkston, seconded by Snook, Council approved the confidential settlement



agreement by a vote of 5-0 (Ayes: Oschrin, Payne, Pinkston, Snook, Wade; Noes: none).

**COMMUNITY MATTERS (2)**

Mayor Wade opened the floor for comments from the public. There were no speakers.

The meeting adjourned at 7:34 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council