



City Council Meeting Agenda

June 2, 2025

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

CERTIFICATIONS

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

4:00 PM OPENING SESSION

- I. **Call to Order/Roll Call**
- II. **Agenda Approval** **APPROVED 5-0 (PINKSTON/SNOOK)**
- III. **Reports**
 - 1. Report: Transportation Planning Update

5:30 PM CLOSED MEETING

Vote to meet in closed meeting APPROVED 5-0 (PINKSTON/PAYNE)

Vote to certify closed meeting APPROVED 5-0 (PINKSTON/SNOOK)

- By Motion: Consideration of appointment(s) to the Charlottesville Redevelopment and Housing Authority Board

6:30 PM BUSINESS SESSION

- IV. **Moment of Silence**
- VI. **Recognitions/Proclamations**
- VIII. **Consent Agenda*** **APPROVED 5-0 (PINKSTON/OSCHRIN)**
 - 2. Minutes: May 5, 2025 regular meeting
 - 3. **Resolution:** Resolution to appropriate \$7,285.76 from the Virginia Department of Social Services to use for overtime for Medicaid unwinding (2nd reading)
#R-25-067
 - 4. **Resolution:** Resolution to appropriate \$419,279.00 in additional funding received from the Virginia Department of Social Services to support staffing and operations (2nd reading)
#R-25-068
 - 5. **Resolution:** Resolution to appropriate \$15,000 from NLC Southern Cities Economic Initiative Program to use for project planning (2nd reading)
#R-25-069
 - 6. Resolution: Resolution to Appropriate \$266,387 in FY 24 Meadowcreek Golf Course Surplus Funds (1 of 2 readings)
 - 7. **Resolution:** Resolution to allocate \$125,350 to the Local Energy Alliance Program ("LEAP") from the 2025 City Climate Program Support Grant and authorize the City manager to sign a Memorandum of Understanding
#R-25-070
- IX. **City Manager Report**
 - Report: City Manager Report
 - a. Report: Report on City Housing Portfolio
- X. **Action Items**

8. Public Hearing/ Ord.: Public Hearing and Ordinance regarding an Easement to Dominion Energy for Undergrounding of Electrical Equipment at Pen Park and Quarry Rd
Item was removed from the agenda.
9. Public Hearing/ Res.: Public Hearing and Resolution to allocate \$12,035,000 of Capital Improvement Program (CIP) Contingency Funds
10. Public Hearing/ Ord.: Ordinance to Amend and Reordain City Code Chapter 31 (Utilities) to Establish New Utility Rates and Service Fees for City Gas, Water, and Sanitary Sewer (1 of 2 readings)
11. Ordinance: Ordinance to Amend and Reenact Article IX (Transient Occupancy Tax) of Chapter 30 (Taxation) of the Code of the City of Charlottesville, Virginia (1990)
#O-25-071
APPROVED 5-0 (PAYNE/SNOOK)
12. Resolution: Move Safely Blue Ridge Regional Safety Action Plan and East High Street Demonstration Project Alternative Selection
- a. Resolution: Resolution to adopt the Move Safely Blue Ridge Regional Safety Action Plan
#R-25-072
APPROVED 5-0 (PAYNE/OSCHRIN)
- b. Resolution: Resolution selecting a Preferred Alternative Design for the East High Street Demonstration Project
#R-25-073
APPROVED 5-0 (PAYNE/PINKSTON)

XI. General Business

13. By Motion Approval of an Employment Agreement appointing John Maddux as Charlottesville City Attorney
APPROVED 5-0 (SNOOK/PINKSTON)

XII. Community Matters (2)

- XIII. Adjournment** **APPROVED 5-0 (SNOOK/OSCHRIN)**



RESOLUTION #R-25-067

**Appropriating Funding Received from the Virginia Department of Social Services to
provide overtime for Medicaid unwinding
in the amount of \$7,285.76**

WHEREAS, the Charlottesville Department of Social Services has received an allocation of \$7,285.76 in the Fiscal Year 2025 budget from the Virginia Department of Social Services to be used to provide overtime for Medicaid unwinding.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$7,285.76, upon receipt by the City, is hereby appropriated for expenditures within the FY25 budget in the following manner:

Revenue – \$7,285.76

Fund: 212	Cost Center: 9900000000	G/L Account: 430080	\$7,285.76
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Expenditures - \$7,285.76

Fund: 212	Cost Center: 3301005000	G/L Account: 510060	\$7,285.76
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RESOLUTION #R-25-068

Appropriating Funding Received from the Virginia Department of Social Services to be used for staffing and operations, in the amount of \$419,279.00

WHEREAS, the Charlottesville Department of Social Services has received an allocation of \$419,279.00 in the Fiscal Year 2025 budget from the Virginia Department of Social Services to be used for staffing and operations, and to provide auxiliary grants and family preservation services to clients.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$419,279.00, upon receipt by the City, is hereby appropriated for expenditures within the FY25 budget in the following manner:

Revenue – \$419,279.00

Fund: 212	Cost Center: 9900000000	G/L Account: 430080	\$419,279.00
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Expenditures - \$419,279.00

Fund: 212	Cost Center: 3311004000	G/L Account: 540060	\$132,000.00
Fund: 212	Cost Center: 3301005000	G/L Account: 510010	\$125,000.00
Fund: 212	Cost Center: 3301008000	G/L Account: 510010	\$125,000.00
Fund: 212	Cost Center: 3301001000	G/L Account: 520010	\$ 16,350.00
Fund: 212	Cost Center: 3301001000	G/L Account: 520500	\$ 16,350.00
Fund: 212	Cost Center: 3343004000	G/L Account: 540060	\$ 4,579.00



RESOLUTION #R-25-069
To Appropriate National League of Cities Southern Cities Economic Initiative Grant
\$15,000

WHEREAS, the City of Charlottesville has received a Southern Cities Economic Initiative grant from the National League of Cities (NLC) Southern Cities Economic Initiative (SCEI) Program for \$15,000.00; and

WHEREAS the funds will be used to support the planning of a local project that seeks to expand and sustain the economic mobility of residents and small businesses; and

WHEREAS the grant award covers the period from April 24, 2025, through October 31, 2025

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, the sum of \$15,000.00 is hereby appropriated in the following manner:

Revenue – \$15,000.00

\$15,000.00 Fund: 210 Order: 1900600 G/L: 451022 Other Grant Funding

Expenditures - \$15,000.00

\$15,000.00 Fund: 210 Order: 1900600 G/L: 530550 Contracted Services

BE IT FURTHER RESOLVED that this appropriation is conditioned upon the receipt of \$15,000.00 from the National League of Cities Southern Cities Economic Initiative Program



RESOLUTION #R-25-070
2025 Climate Protection Program Support Grant \$125,350
and Memorandum of Understanding

BE IT RESOLVED by the City Council of the City of Charlottesville, Virginia, that the sum of \$125,350 is hereby paid to Local Energy Alliance Program (LEAP) from previously appropriated funds in the Gas Fund, Environmental Sustainability Cost Center as follows:

\$125,350 Fund: 631 Cost Center: 2711001000 G/L Account: 599999

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to sign the following document, in form approved by the City Attorney or designee:

Memorandum of Understanding (MOU) between the City and the Local Energy Alliance Program (LEAP) for grant funds to support the Climate Protection Program and promote energy performance improvements.



ORDINANCE #O-25-071

ORDINANCE AMENDING AND REENACTING CHAPTER 30 (TAXATION), ARTICLE IX. (TRANSIENT OCCUPANCY TAX) OF THE CODE OF THE CITY OF CHARLOTTESVILLE, VIRGINIA (1990), AS AMENDED, TO CONFORM THE CITY'S PROCESS FOR COLLECTION AND REPORTING OF TRANSIENT OCCUPANCY TAX WITH RECENT CHANGES IN STATE ENABLING LEGISLATION

BE IT ORDAINED by the Council of the City of Charlottesville, Virginia, that the provisions of Chapter 30 (Taxation), Article IX (Transient Occupancy Tax) of the Code of City of Charlottesville, Virginia (1990), as amended, are hereby amended and re-ordained as follows:

Sec. 30-252. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

~~Lodging Facility~~~~Accommodation~~ means any public or private hotel, inn, hostelry, short-term rental, motel or rooming, boarding or lodging house within the city offering lodging as defined in this section, for compensation, to any transient as defined in this section.

~~Discount room charge~~ means the full amount charged by the ~~accommodations~~~~lodging~~ provider to the ~~accommodations~~~~lodging~~ intermediary, or an affiliate thereof, for furnishing the ~~accommodation~~~~lodging~~.

~~Hotel~~ means any structure or group of structures for rent or for hire that is primarily kept, used, maintained, advertised, or held out to the public as a place where sleeping accommodations are offered to transients in return for compensation.

~~Accommodation~~~~Lodging~~ means the rental of room or space to any transient for compensation, in a ~~lodging facility~~~~n accommodation~~ as defined in this section, by an ~~accommodations~~ ~~lodging~~ provider or ~~accommodations~~~~lodging~~ intermediary, or the occupancy of such room or space by such transient.

~~Accommodations~~~~Lodging~~ fee means the room charge less the discount room charge, if any, provided that the ~~accommodations~~~~lodging~~ fee shall not be less than zero dollars (\$0.00).

~~Accommodations~~~~Lodging~~ intermediary means any person other than an ~~an accommodations~~~~lodging~~ provider that:

- (1) Facilitates the sale of an accommodation; and
- (2) Either:
 - a. Charges a room charge to the customer, and charges an ~~an accommodations~~~~lodging~~ fee to the customer, which fee it retains as compensation for facilitating the sale; or
 - b. Collects a room charge from the customer; or
 - c. Charges a fee, other than an ~~an accommodations~~~~lodging~~ fee, to the customer, which fee it retains as compensation for facilitating the sale.

For purposes of this definition, "facilitates the sale" includes brokering, coordinating, or in any other way arranging for the purchase of the right to use accommodations via a transaction directly, including via one (1) or more payment processors, between a customer and an ~~accommodations~~~~lodging~~ provider. The term "~~accommodations~~~~lodging~~ intermediary" does not include a person:

1. Who provides ~~accommodations~~~~lodging~~ while operating under a trademark, trade name, or service mark belonging to such person;
2. Who facilitates the sale of ~~accommodations~~~~lodging~~ if:
 - i. The price paid by the customer to such person is equal to the price paid by such person to the ~~accommodations~~~~lodging~~ provider for the use of the ~~accommodation~~~~lodging~~; and
 - ii. The only compensation received by such person for facilitating the sale of the ~~accommodation~~~~lodging~~ is a commission paid from the ~~accommodations~~~~lodging~~ provider to such person;
3. Who is licensed as a real estate licensee pursuant to [Virginia Code] Article 1 (§ 54.1-2100 et seq.) of Chapter 21 of Title 54.1, when acting within the scope of such license.

~~Accommodations~~~~Lodging~~ provider means any person that furnishes accommodations to the general public for compensation. The term "furnishes" includes the sale of use or possession or the sale of the right to use or possess.

Room charge means the full retail price charged to the transient for the use of the accommodation. Room charge includes any fee charged to the customer and retained as compensation for facilitating the sale, whether described as an ~~accommodations~~~~lodging~~ fee, facilitation fee, or any other name. Any additional charges made in connection with the rental of accommodations are deemed to be a part of the charge for the room and are subject to the tax. For example, additional charges for movies, parking, local telephone calls and similar services are subject to the tax. Toll charges for long-distance telephone calls are not subject to the tax.

Short-term rental means any building, structure, or unit, on the same tax parcel, sharing the same mailing address, that is used, or is intended to be used, as a residence or home for one (1) or more persons available for rent or for hire to transients.

Transient means any person who, for a period of fewer than thirty (30) consecutive days, either at their own expense or at the expense of another, obtains ~~accommodations~~~~lodging~~ for which a charge is made at a ~~lodging facility~~~~accommodation~~, as defined in this section.

(Code 1976, § 10-60; 9-7-21(1), § 2; Ord. No. O-21-138, 10-4-21; Ord. No. O-22-136, § 1, 10-27-22)

Cross reference(s)—Definitions and rules of construction generally, § 1-2.

Sec. 30-253. Levied.

There is hereby imposed and levied upon every transient obtaining ~~accommodations~~~~lodging~~

within the city, in addition to all other taxes and fees of every kind now imposed by law, a tax equivalent to nine (9) percent of the total room charge paid for the accommodationlodging by the transient, or on the transient's behalf.

(Code 1976, § 10-61; 5-19-97, § 1; 4-13-04(9), § 1; 4-12-16, § 1, eff. 7-1-16; 4-1-19(1), § (1), eff. 7-1-19; Ord. No. O-21-138, 10-4-21; Ord. No. O-22-136, § 1, 10-27-22; Ord. No. O-24-057, § (1), 5-6-24)

State law reference(s)—Authority of city to impose tax on transient room rentals, Code of Virginia, § 58.1-3819.

Sec. 30-254. Exemptions.

No tax shall be payable under this article on any charge for accommodationslodging in, and during care or treatment in, any hospital, medical clinic, nursing or convalescent home, extended health care facility, sanatorium or sanitorium, home for the aged, infirmed, orphaned, disabled, or other like facility; or in any dormitory, as that term is defined in chapter 34, section 34-1200 of this Code.

(Code 1976, § 10-67; 6-16-14; Ord. No. O-21-138, 10-4-21; Ord. No. O-22-136, § 1, 10-27-22; Ord. No. O-23-082, 6-5-23)

Sec. 30-255. Collection.

- (a) For any accommodationlodging not facilitated by an accommodationslodging intermediary, the accommodationslodging provider shall collect the tax levied pursuant to this article from the transient, or from the person paying for the lodging, at the time that payment for the accommodationlodging is made, computed on the total price paid for the use or possession of the accommodationlodging, and shall remit the same to the city and shall be liable for the same.
- (b) For any accommodationlodging facilitated by an accommodationslodging intermediary, the accommodationslodging intermediary shall be deemed to have made a retail sale of the accommodationlodging and is responsible for collecting the tax levied for the accommodationlodging from the transient or the person paying for the accommodationlodging, at the time that payment for the accommodationlodging is made, computed on the room charge and shall remit the same to the city and shall be liable for the same.
- (c) For any transaction for the retail sale of accommodations involving two (2) or more parties that meet the definition of accommodationslodging intermediary, nothing in this section shall prohibit such parties from making an agreement regarding which party shall be responsible for collecting and remitting the tax, so long as the party so responsible is registered as a dealer with the locality. In such event, the party agreeing to collect and remit the tax shall be the sole party liable for the tax, and the other parties to such agreement shall not be liable for such tax.
- (d) For any retail sale of accommodationslodging facilitated by an accommodationslodging intermediary, nothing herein shall relieve the accommodationslodging provider from liability for retail sales and use taxes on any amounts charged directly to the customer

by the ~~accommodations~~lodging provider that are not collected by the ~~accommodations~~lodging intermediary.

- (e) In any retail sale of any ~~accommodation~~lodging in which an ~~accommodations~~lodging intermediary does not facilitate the sale of the ~~accommodation~~lodging, the ~~accommodations~~lodging provider shall separately state the amount of the tax in the bill, invoice, or similar documentation and shall add the tax to the total price paid for the use or possession of the ~~accommodation~~lodging. In any retail sale of any ~~accommodation~~lodging in which an ~~accommodations~~lodging intermediary facilitates the sale of the ~~accommodation~~lodging, the ~~accommodations~~lodging intermediary shall separately state the amount of the tax on the bill, invoice, or similar documentation and shall add the tax to the room charge; thereafter, such tax shall be a debt from the customer to the ~~accommodations~~lodging intermediary, recoverable at law in the same manner as other debts.

The taxes collected by any person shall be deemed to be held in trust for the city by the person required to collect them, until they have been remitted to the city as provided in this article.

(Code 1976, § 10-62; Ord. No. O-21-138, 10-4-21; Ord. No. O-22-136, § 1, 10-27-22)

State law reference(s)—Scope of transient tax, Code of Virginia, § 58.1-3826.

Sec. 30-256. Reports and remittances generally.

- (a) Every person collecting any tax levied by this article shall make out a report thereof, upon such forms and setting forth such information as the commissioner of the revenue may prescribe and require, showing the total room charge paid by the customer and the amount of tax required to be collected thereon, and shall deliver the same to the commissioner together with a remittance of such tax, made payable to the city treasurer. If a person, including an ~~accommodations~~lodging intermediary is collecting taxes from, or on behalf of, multiple accommodations, the report shall also be sufficient to identify the total charges and tax owed on ~~accommodations~~lodging at each individual accommodation, including the ~~lodging facility's~~~~accommodation's~~ address. Such reports and remittances shall be made on or before the twentieth of each month, covering the amount of tax collected during the preceding month. ~~Lodging providers shall be required to file monthly reports with the commissioner even in the event no tax is due and regardless of whether they collected the tax or if it was done on their behalf by a lodging intermediary. All remittances received under this article by the commissioner shall be promptly turned over to the treasurer.~~
- (b) Notwithstanding subsection (a), an accommodations provider shall not be required to submit a report to the Commissioner of the Revenue if (i) all retail sales of accommodations owned by the accommodations provider are facilitated by an accommodations intermediary and (ii) the accommodations provider attests to the locality that all such sales are facilitated by an accommodations intermediary. Such attestation shall be effective for 12 months beginning with the month in which the attestation is made. Thereafter, such attestation shall be due annually on March 1 (or the first business day thereafter if March 1 falls on a weekend or holiday), on such

forms and in such manner as the Commissioner of the Revenue may prescribe and require. However, such accommodations provider shall make out and submit a report in accordance with subsection (a) for the retail sale of any accommodations not facilitated by an accommodations intermediary and shall remit such tax as otherwise required by this article. Accommodations providers who fail to provide the annual attestation required by this subsection shall file monthly reports with the commissioner even in the event no tax is due and regardless of whether they collected the tax or if it was done on their behalf by an accommodations intermediary. All remittances received under this article by the commissioner shall be promptly turned over to the treasurer.

(Code 1976, § 10-62; 4-10-12, § 1, eff. 1-1-13; Ord. No. O-21-138, 10-4-21; Ord. No. O-22-136, § 1, 10-27-22)

Sec. 30-257. Collector's records.

It shall be the duty of every ~~accommodations~~lodging provider or ~~accommodations~~lodging intermediary liable for taxes under this article or for the collection and remittance of any tax imposed by this article, to keep and preserve for the current year and the three (3) prior years such suitable records as may be necessary to determine the amounts paid for ~~accommodations~~lodging, and tax thereon for which that ~~accommodations~~lodging provider or ~~accommodations~~lodging intermediary may have been responsible for collecting and paying to the city.

~~Accommodations~~Lodging providers who have the taxes owed on their accommodation collected by a third party such as an ~~accommodations~~lodging intermediary are also obligated to keep records under this section on the amounts that were collected on their behalf by said third party. All records kept under this section should be sufficient to identify each individual accommodation for which the ~~lodging~~ charges and/or fees were collected, and the tax owed for transient stays at that accommodation, including the lodging facility's~~accommodation's~~ address. The commissioner of the revenue shall have the right to inspect all such records at any reasonable time.

(Code 1976, § 10-65; 9-7-21(1), § 2; Ord. No. O-21-138, 10-4-21; Ord. No. O-22-136, § 1, 10-27-22)

Sec. 30-260. Procedure upon failure to collect, report, etc.

- (a) If any person, whose duty it is to do so, shall fail or refuse to collect the tax imposed under this article and make timely report and remittance thereof, the commissioner of the revenue shall proceed in such manner as is practicable to obtain facts and information on which to base an estimate of the tax due. As soon as the commissioner has procured such facts and information as may be obtainable, upon which to base the assessment of any tax payable by any person who has failed to collect, report or remit such tax, the commissioner shall proceed to determine and assess against such person the tax, penalty and interest provided in this article, and shall notify such person by certified or registered mail sent to their last known address, of the amount of such tax, penalty and interest, and the total amount thereof shall be payable within ten (10) days from the date such notice is sent.

- (b) It shall be the duty of the commissioner of the revenue to ascertain the name of every ~~accommodations~~lodging provider and ~~accommodations~~lodging intermediary providing ~~accommodations~~lodging in the city, liable for the collection of the tax imposed by this article, who fails, refuses or neglects to collect such tax or to make the reports and remittances required by this article. The commissioner may have issued a summons for such person, which summons may be served upon such person by any city police officer in the manner provided by law, and one (1) return of the original thereof shall be made to the general district court for the city.

(Code 1976, §§ 10-64, 10-68; 9-7-21(1), § 2; Ord. No. O-21-138, 10-4-21; Ord. No. O-22-136, § 1, 10-27-22)



RESOLUTION #R-25-072
CITY OF CHARLOTTESVILLE
RESOLUTION ADOPTING THE MOVE SAFELY BLUE RIDGE
SAFETY ACTION PLAN

WHEREAS, the City of Charlottesville is committed to improving transportation safety and ensuring that all people, regardless of mode of travel, can move safely throughout the city; and

WHEREAS, between 2018 and 2022, thirteen individuals lost their lives and one hundred ninety-five (195) individuals sustained serious injuries in traffic crashes within the City of Charlottesville; and

WHEREAS, roadway fatalities and serious injuries are preventable, and each one represents a profound loss to families, neighborhoods, and the broader community; and

WHEREAS, the adopted 2045 Long Range Transportation Plan, through the Charlottesville-Albemarle Metropolitan Planning Organization, sets forth a goal to “improve the geometric conditions and physical characteristics of the transportation network to reduce fatalities and serious injuries”; and

WHEREAS, the Bipartisan Infrastructure Law established the Safe Streets and Roads for All (SS4A) discretionary grant program to support local, regional, and Tribal initiatives aimed at preventing roadway deaths and serious injuries; and

WHEREAS, the Thomas Jefferson Planning District Commission (TJPDC), in partnership with its member jurisdictions, has led the development of the *Move Safely Blue Ridge* Safety Action Plan to identify, prioritize, and support implementation of data-driven and community-informed roadway safety strategies across the region; and

WHEREAS, the *Move Safely Blue Ridge* plan supports and aligns with the Virginia Strategic Highway Safety Plan, which establishes a vision of zero deaths and serious injuries and sets a statewide goal to reduce both by 50 percent by the year 2045;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the City formally adopts the *Move Safely Blue Ridge* Safety Action Plan as a guiding document to advance transportation safety for all users within the city limits;

BE IT FURTHER RESOLVED that the City of Charlottesville reaffirms its commitment to eliminate roadway fatalities within the city by 2045 and to reduce the number of serious injuries by at least 50 percent over the same period.



RESOLUTION #R-25-073
SELECTING A PREFERRED ALTERNATIVE DESIGN FOR THE EAST HIGH STREET DEMONSTRATION PROJECT

WHEREAS, the City Council of the City of Charlottesville, Virginia (“City Council”), has affirmed its commitment to the development of a Regional Safety Action Plan (“Plan”), with grant-support from the Safe Streets and Roads for All Program; and

WHEREAS, City Council has established a goal of eliminating traffic fatalities and halving serious roadway injuries by 2045; and

WHEREAS, the Plan and Move Safely Blue Ridge, included design and public outreach for a temporary demonstration project at a target location of serious safety concern; and

WHEREAS, the Move Safely Blue Ridge Project Team has identified the intersection of East High Street and Meade Avenue as a target location due to pedestrian crossing safety concerns and developed multiple design alternatives for public feedback.

NOW THEREFORE, BE IT RESOLVED by City Council that it authorizes City Staff to implement the preferred design alternative, for up to sixty (60) days, to test and evaluate safety improvements on East High Street, Meade Avenue, and Stewart Street.