



City Manager's Report

*Offices of the City Manager
Elected & Appointed Officials*

4-7-2025

City Manager – Sam Sanders (he/him)

- On March 20, I had the pleasure of speaking to members of the City Team as they were being recognized for service anniversaries from 10 to 40 years. I am proud that our organization is viewed as a career opportunity for professionals committed to service. Please join me in acknowledging their service:
 - 40 years:
 - Terry Bentley
 - Wanda Houchens
 - 35 years:
 - Randall Beverly
 - Penney Dodson
 - Dwayne Jones
 - Gwendolyn M. Johnson
 - 30 years:
 - April Baber
 - Bryan Frazier
 - Roger Hunt
 - Kelly Logan
 - William Marshall
 - Michelle Pitsiokos
 - Mark Shifflett
 - Kara Thomas
 - Michael Thornton
 - Deborah Wells
 - 25 years:
 - Hope Banks
 - Carla Coe
 - Mary Creasy
 - Donald Dudley
 - Clarence Fox
 - Elizabeth Leverone
 - Eric Pendleton
 - Joe Phillips
 - Andrea Ross
 - Jimmie Rosson
 - Allison Saunier
 - Zachary Smith
 - Peggy Sprouse
 - Lisa Stayments
 - Elaine Thompson
 - Jacob Via

- 20 years:
 - David Bruce
 - Ronnie Duty
 - Jeffrey Godfrey
 - Brian Haluska
 - Mitchell Harlow
 - Gail Hassmer
 - Calvin Henderson
 - Dabeiba Johnson
 - Jennifer McGlothlin
 - Todd McNerney
 - Keithan Morris
 - Brian Ray
 - Chadwick Shifflett
 - Thomas Shifflett
 - Gregory Wade
- 15 years:
 - Ryan Blackwell
 - Jason Davis
 - Robert Dove
 - Eric Harris
 - Jenny Jones
 - Larry Jones
 - John Lawson
 - Dixie Ordille
 - Richard Palumbo
 - Kennon Snow
- 10 years:
 - Matthew Alfele
 - Riaan Anthony
 - Kenneth Belew
 - Wendy Benavitch
 - Jacob Bowlin
 - James Burnett
 - Todd Divers
 - Jessica Downey
 - Lisa England
 - David Frazier
 - Jill Greiner
 - Lyria Hailstock
 - Timothy Herring
 - Diane Hoffman
 - Logan Houchens
 - Angelica Howard

- Gwendolyn Johnson
 - Marianne Johnson
 - Eric Martin
 - Michael McFadden
 - Justin McKenzie
 - Amy Morris
 - Darius Nash
 - Richard Pitt
 - Tiffany Polychrones
 - Dianne Pugh
 - Carrie Rainey
 - Matthew Ray
 - Katherine Shifflett
 - Larry Sipe
 - Brian Staples
 - Charlsie Stratton
 - Ronald Williams
- On April 3, I hosted the Neighborhood Leader's Meeting, and you will find the Question & Answer Notes attached to this report. I thank the community volunteers who represented their neighborhoods in conversations with me and the team on how we can serve you better.
 - Rivanna Authorities Report:
 - Our Urban reservoirs (Sugar Hollow, South Rivanna, Ragged Mountain) are 95% full. The water level in Sugar Hollow Reservoir was lowered five feet to support work being completed on the pneumatic piping which pressurizes the inflatable rubber bladder that sits on top of the concrete dam. The inflatable bladder controls the level of the upper five feet of water in the reservoir. When the work on the piping has been completed, the normal reservoir water level will be restored.
 - Spring Special Collection Days at Ivy Solid Waste and Recycling Center:
 - FREE Recycling and Disposal Events for Albemarle & Charlottesville Residents
 - Friday and Saturday, April 25 & 26, 9:00 AM – 3 PM: Household Hazardous Waste
 - Saturday, May 3, 2025, 8:30 AM – 4 PM: Furniture/Mattresses
 - Saturday, May 10, 2025, 8:30 AM – 4 PM: Household Appliances
 - Saturday, May 17, 2025, 8:30 AM – 4 PM: Tires (maximum of 12 tires – no oversized tires accepted)
 - Location: Ivy Solid Waste and Recycling Center, 4576 Dick Woods Rd., Charlottesville, VA
 - Organizational Agreements: the two authority boards received an overview presentation of the many agreements that frame its operations. Nine different between Rivanna, City, County, and UVA.

- Joint Session of RWSA and RSWA:
 - Approved Amended & Restated Bylaws to align executive director procurement protocol to match state law provisions.
 - Reviewed Class & Compensation Study results and approved new compensation structure.
- Reviewed both budgets as proposed by staff; reviewed increases and planned capital projects to help catch up on long-delayed improvements.
 - Rivanna Budget Public Hearing: May 25, 2025

Deputy City Manager for Administration – Eden Ratliff (he/him)

- The City Council, Albemarle County Supervisors, and the CA-SPCA, have approved a three-party agreement for animal shelter services. The agreement is for three years with two one-year optional extensions.
- The City has concluded its search for our next City Attorney and Human Resources Director. A formal announcement will be made soon. Our national search, facilitated by Raftelis, allowed us to identify two exceptionally qualified professionals who will be an asset to our team.
- I had the pleasure of delivering a talk at the International City Management Association's "Local Government Reimagined" conference about local government management during a crisis with a focus on trust and transparency building with internal and external stakeholders.
- The Finance Department published a Request for Proposal to have a process assessment completed for our procurement division. Procurement is an essential internal service in the City. With a \$250M general fund budget and \$600M all funds budget, funds are spent in many ways throughout the year. The ability for our City to deliver projects in an efficient, effective, and timely manner is impacted by many factors, including procurement. This assessment will study our current processes and make recommendations for ways in which it can be improved or streamlined.
- Strategic Plan: The City's strategic plan, which has nine strategic outcome areas identified by the City Council, is well under way. 112 city strategists have worked diligently to identify strategies and measures to drive outcomes for the identified priorities. The current plan is a "gap" plan that is allowing for interim success and a revisit with the City Council and City leadership to hone a five-year plan beginning in FY27.

Office of Communications and Public Engagement (CAPE) – Director Afton Schneider (she/her)

- Our biweekly community newsletter, City Scoop, is now LIVE! You may sign up to receive the newsletter via email [here](#), you can find a link on our website and social media platforms, and you can also find copies in City Hall and at a few locations on the Downtown Mall.

- Reminder: The City's public affairs tv program, Inside Charlottesville, airs every Friday and Sunday at 7:00 PM and every Saturday and Monday at 9:00 AM on Charlottesville TV10 – Comcast Channel 10 in the City of Charlottesville and surrounding counties. We also have a free Roku app for TV10 which folks can find by searching for "Charlottesville TV10" on Roku. You can also tune in on social media or by searching "Charlottesville TV10" on Vimeo.

Office of Economic Development – Director Chris Engel (he/him)

- Piedmont Pitch is back for 2025! A collaboration among the City of Charlottesville, Albemarle County, and the Central Virginia Small Business Development Center (CVSBDC), Piedmont Pitch is more than just an entrepreneurial competition – it also provides one-on-one business advising services, assistance perfecting your business pitch, and access to the virtual library of Business Essentials Training courses. If you have a new or existing small business idea that you would like to submit for consideration in this year's Piedmont Pitch, all you need to do is visit the [Piedmont Pitch application page](#) and complete the required information, including a copy of your draft business plan.
- The City of Charlottesville is on the cusp of gaining a valuable new resource to support small and emerging food and beverage businesses. BEACON Kitchen will celebrate its grand opening on Saturday, April 5, at noon. Located at 221 Carlton Road, Unit 1, BEACON Kitchen will provide monthly memberships and hourly rental programs for bakers, cooks, and other culinary artists to access the licensed commercial kitchen space and specialized equipment necessary to explore and enhance their offerings. Facilities are available 24/7 to provide the highest level of flexibility. Recognizing that culinary excellence is only part of what makes a successful business, New Hill Development Corporation is also offering assistance with marketing and bookkeeping to help keep businesses on the right track and facilitate additional growth. Whether you're part of an established food and beverage business that needs more kitchen space or an individual interested in experimenting and refining your latest recipe, don't miss your opportunity to see and experience all that BEACON Kitchen has to offer. Sign up now to attend the April 5 grand opening. The event is free and includes an "after party" from 1:00 to 4:00 PM.

Office of Sustainability – Director Kristel Riddervold (she/her)

- Happy Earth Month!
- The Office of Sustainability, in partnership with Albemarle County, LEAP, and C3 have launched the [Energy Resource Hub](#). Our kick-off event on March 11 at Carver Recreation Center was well attended by interested community members.
- The Office of Sustainability has launched a project to understand community needs for electric vehicle charging. We will be soliciting community input via a survey that launches on April 4, which [can be found here](#).
- In Partnership with C3, the Climate Program is hosting April's Climate Cafe on Friday, April 11 at 9:30 AM at the Bradbury. LEAP is our featured partner, and this event will be a kick-off celebration of this year's [Solarize](#) campaign which runs from April 15-May 15. Come learn all about how to go solar!

- In partnership with James River Association and the Rivanna Stormwater Education Partnership, the City is hosting a spring rain barrel workshop on May 1st at 6 PM at Starr Hill Downtown at the Dairy Market. Staff will instruct workshop participants on how to assemble and install rain barrels at home. The registration fee for the workshop is \$50 and each registration comes with a 55-gallon drum, RainRecycle Rain Barrel Kit from The Rain Barrel Depot. City residents can apply for a \$30 Rain Barrel Rebate for participating in the workshop. [Registration for the workshop is open now \(LINK\)](#).
- The Resilient Together Project Team will be hosting several design focused community workshops to allow community members to lend their ideas to the climate adaptation and resilience planning process. Upcoming workshops will be held at Yancey Community Center in Southern Albemarle on April 17 from 6 – 8 PM and Carver Recreation Center on April 28 from 6 – 8 PM. More workshops will be scheduled for May.
- Climate Program Manager presented an overview and update on the City's Climate Program to a UVA Climate Justice class in mid-March.
- Climate Program Manager is participating in a TomTom Panel focused on community climate resilience on Wednesday, April 16 at 5 P at Central Library.
- Water Conservation Program participated in interactive CCS STEM event on 3/22.
- Join the City and community partners for Rivanna RiverFest on Saturday, May 10th (May 11th rain date) from 2 to 9 PM at Rivanna River Company for a celebration of the Rivanna River. Enjoy fun family-friendly activities for all ages, river recreation, live performances, food, drink, and so much more! This is a free event, and you can learn more on the event website: <https://www.rivannariver.org/rivanna-riverfest/>.

Office of Social Equity – Manager Roy Fitch (he/him)

- Downtown Job Center - attended the UVA Pipelines & Pathways Piedmont Virginia Community College (PVCC) Spring Job Fair for local high school seniors and the public on March 11 at PVCC.
 - Held its second Career Exploration hiring event at Ting Pavilion on March 21. The event was free and included both employers with immediate hiring needs and valuable community resources.
- Home to Hope - attended the UVA Pathways to Success Reentry Job Training Program Graduation at CitySpace on March 19. 24 individuals completed the program, some of which were active Home to Hope program participants.

Office of Community Solutions – Director Alexander Ikefuna (he/him)

- Office of Community Solutions (OCS) has completed an updated version of the January 2025 report to include an analysis of the funding source for each of the active grants contained in the report. In particular, the new analysis was intended to highlight the amount of federal funding contained in these grants in order to know what level of financial risk city government may be at in the face of Presidential Executive Orders that freeze or cancel grants. Towards this goal, the analysis in the updated report has identified \$51,663,108 of federal funding out of the total of \$165,917,990 of grant funding; this represents 31% of funding.

- National Fitness Campaign: The OCS Grants Manager and Analyst met with a national representative for the National Fitness Campaign to learn more about this organization's fitness court and studios that are installed as amenities in municipal parks. After the meeting OCS staff plans to expand the conversation and continue discussions. If it is to be pursued, there are grant opportunities available to mitigate the cost of the fitness court/studio installations, so OCS will stay engaged throughout this process.
- The CDBG/HOME application window for program year 2025-26 (PY25) is now closed. The CDBG/HOME Taskforce is currently reviewing the applications so they can make recommendations to the City Council. The public hearing for the funding recommendations/One-Year Action Plan will be held before the Planning Commission on April 8 and finally presented to the City Council on April 21. The Thomas Jefferson Planning District Commission will have a public hearing on May 8 and following that, the Action Plan will be transmitted to HUD for review and approval. No word has yet been received from the U.S. Department of Housing and Urban Development (HUD) as to Program Year 2025 allocation amount, but it is important to note that the Program Year 2024 HUD allocations were announced exceedingly late last year (May 7, 2024).
- Neighborly Software Implementation: staff are pleased to report that this activity is in beta testing 'Go Live' phase for the Neighborly functions related to: the submission of applications for CDBG, HOME, Charlottesville Affordable Housing Fund (CAHF) and Housing Operations Program Support (HOPS) programs; the review team scoring functionality by which reviewers have their own secure portal within which they can review all of the applications they have been assigned, even if they serve on multiple review teams, quarterly accomplishments reporting tools, and the submission of invoices/reimbursement requests. The CDBG/HOME Taskforce will begin testing out the use of Neighborly to review and score the portfolio of funding requests received for Program Year 2025-26 (PY25), a feature which seems to promise a significant step forward in the Taskforce review processes currently in use.
- Charlottesville Affordable Housing Fund (CAHF) – Fiscal Year 2025: the CAHF Advisory Committee has completed the review of Fiscal Year 2025 applications for funding. The City has allocated \$788,000 in Charlottesville Affordable Housing Fund (CAHF) for Fiscal Year 2025, supporting five fully funded projects aimed at expanding and preserving affordable housing. The funding recommendations were presented to the City Council on March 17, and the final approval is expected on April 7.
- Housing Operations and Programs Support (HOPS) – Fiscal Year 2026: For Fiscal Year 2026, the City received \$1,472,348 in funding requests for HOPS grants, with \$452,574 allocated to selected projects. Funding was prioritized based on direct impact, alignment with City housing priorities, and project feasibility, leading to seven organizations receiving funding.