

# Policy Briefing Summary

## City Council



---

<b>Regarding:</b>	<b>Public hearing and resolution to approve Lease of a Portion of Property at 100 5th Street, NE to Blue Ridge Area Coalition for the Homeless</b>
<b>Staff Contact(s):</b>	Brenda Kelley, Redevelopment Manager
<b>Presenter:</b>	<b>Brenda Kelley, Redevelopment Manager</b>
<b>Date of Proposed Action:</b>	May 4, 2026

---

### Issue

Blue Ridge Area Coalition for the Homeless ("BRACH") has requested an amendment to their current lease with the City of Charlottesville, Virginia ("City").

### Background / Rule

BRACH entered into a lease for a portion of CitySpace in August 2023, and renewed the lease in 2025; the current lease term expires in August 2026. The current lease permits a maximum of three (3) employees within the leased area. BRACH is now hiring a fourth (4th) employee and has requested an amendment to expand their space and increase the employee limit. Although the lease does not expire until August 2026, City Staff determined it would be efficient to address the requested amendment concurrently with the upcoming lease renewal timeline.

The only conditions that change in this lease are:

- The maximum number of employees allowed in the leased space has increased to allow four (4);
- The leased area has increased by approximately 204 square feet;
- The City will allow BRACH to use additional furniture currently in the leased area: two (2) desks with divider, two (2) chairs, and one (1) small file cabinet; and
- The in-kind donation value has been adjusted accordingly with the additional square footage.

In addition, this lease allows for the lease to be renewed for up to four (4) additional one (1)-year terms.

Information about BRACH can be found at: <https://blueridgehomeless.org/>

For City Council's review and consideration, attached are a copy of the amended lease and a Resolution authorizing the execution of the same.

### Analysis

City Council may enter into agreements for the use of City property. A Public Hearing is required pursuant to Virginia Code Section 15.2-1800(B).

### Financial Impact

BRACH will pay the City rent in the amount of one Dollar (\$1.00) per year. The Fair Market Rent for the space is \$6,840.00. The difference between the agreed upon

annual rent amount and the Fair Market Rent is \$6,839.00 annually, which shall be deemed an in-kind financial donation and contribution.

**Recommendation**

Following conducting the legally required Public Hearing, City Staff recommends that City Council adopt the attached Resolution authorizing the execution of an amended lease with BRACH for the use of a portion of City-owned property located at 100 5th Street, NE."

**Recommended Motion (if Applicable)**

"I make a Motion to adopt the attached Resolution authorizing the execution of an amended lease with BRACH for the use of a portion of City-owned property located at 100 5th Street, NE."

**Attachments**

1. BRACH lease final May2026
2. Resolution BRACH May2026jvhedits