

Policy Briefing Summary

City Council



Regarding:	Resolution appropriating \$4,555,000 from the CIP Contingency Fund for critical unfunded and one-time operational priorities (2nd reading)
Staff Contact(s):	Samuel Sanders, Jr., City Manager, Krisy Hammill, Director of Budget
Presenter:	Samuel Sanders, Jr., City Manager
Date of Proposed Action:	May 4, 2026

Issue

The City Manager is requesting an appropriation of funds from the Capital Improvement Program (CIP) Contingency Fund to address one-time expenditures that have not previously been appropriated.

Background / Rule

Per the City's financial fund balance policy, year-end surpluses from the City's General Fund are transferred to the CIP Contingency Fund where they accumulate until appropriated by City Council for expenditure.

Analysis

\$8.5 million was added to the City's CIP Contingency Fund balance at the close of FY25. The City's CIP Contingency Fund currently has an unreserved balance of \$20.3 million including the funds which have accumulated from prior years.

City Council must approve any expenditures from the CIP contingency fund.

This appropriation is requesting approval to allocate \$4,555,000 for the following uses:

Purpose 1 - An amount not to exceed \$1,500,000 to support critical human resource management systems

Purpose 2 - An amount not to exceed \$1,095,000 to construct critical pedestrian infrastructure

Purpose 3 - An amount not to exceed \$750,000 to address emergency management priorities

Purpose 4 - An amount not to exceed \$400,000 to expand critical snow management equipment

Purpose 5 - An amount not to exceed \$310,000 to address strategic planning, performance management, and capacity priorities

Purpose 6 - An amount not to exceed \$300,000 to offset overtime for Charlottesville Fire Department

Purpose 7 - An amount not to exceed \$200,000 to address capacity building for CRHA in association with prior unfilled agreement with the City

Financial Impact

Allocation of \$4,555,000 from available CIP Contingency is appropriate for one-time expenditures that currently fall outside of the fiscal budget. These funds were fund balances of prior years to provide a surplus that is used to address unplanned and unbudgeted priorities to ensure the operating budget continues unaffected.

Recommendation

Recommend approval of the allocation of \$4,555,000 from the CIP Contingency Fund to address the list of priorities identified in the Agenda Memo for this item.

Recommended Motion (if Applicable)

“I move to approve the resolution to appropriating \$4,555,000 in CIP Contingency funds to critical unfunded and one-time operational priorities.”

Attachments

1. CIP Contingency Allocation - April 2026