



City Council Meeting Agenda

June 15, 2026

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

Juandiego R. Wade, Mayor
Natalie Oschrin, Vice Mayor
Jen Fleisher
Michael K. Payne
J. Lloyd Snook, III
Kyna Thomas, Clerk

4:00 PM Opening Session

I. Call to Order/Roll Call

II. Agenda Approval

III. Reports

1. Report: FY26 Climate Program Update
2. Ordinance: Presentation on Human Rights Ordinance Revisions

5:30 PM Closed Meeting (CRHA interviews)

6:30 PM Business Session

IV. Moment of Silence

V. Announcements

VI. Recognitions/Proclamations

VII. Community Matters Public comment for up to 16 speakers (limit 3 minutes per speaker). Preregistration available for first 8 spaces at <https://www.charlottesville.gov/692/Request-to-Speak>; speakers announced by Noon on meeting day (9:00 a.m. sign-up deadline). Additional public comment at end of meeting. Comments on Public Hearing items are heard during the public hearing only.

VIII. Consent Agenda* The consent agenda consists of routine, non-controversial items whereby all items are passed with a single motion and vote. Individuals speaking during Community Matters may address items on the Consent Agenda.

3. Minutes: 2025 General Election Abstract of Votes, April 8 work session, May 13 work session, June 10 work session
4. Resolution: Resolution to Appropriate \$356,805 in Additional Funds to the Streets and Sidewalks Division Operating Budget (2 reading)
5. Resolution: Resolution to appropriate Virginia Department of Criminal Justice Services Victims of Crime Act Grant Award FY26 - \$123,600 (2nd reading)
6. Resolution: Resolution to appropriate the Virginia Department of Social Services Family Assistance Management (FAM) grant in the amount of \$20,000 (2nd reading)
7. Ordinance: Ordinance to Amend and Reordain Chapter 31 (Utilities) of the Code of the City of Charlottesville, 1990, as Amended, to Establish a Connection Fee for New Gas Service (2nd reading)
8. Resolution: Resolution to Appropriate \$2,076,696.00 in additional funding from the Virginia Office of Children's Services to support at-risk children and families (2nd reading)

9. Resolution: Resolution to Return \$1,848,424 to the General Fund and Appropriate an Additional Transfer of \$423,546 to the Children Services Act Fund (2nd reading)
10. Resolution: Resolution Appropriating funding from the Federal Transit Administration and the Virginia Department of Rail and Public Transportation supporting multiple Charlottesville Area Transit capital projects - \$16,846,224 (2nd reading)
11. Resolution: Resolution Considering A Critical Slope Special Exception for 2010 Meadowbrook Road
12. Resolution: Resolution Considering a Critical Slope Special Exception for the Botanical Gardens of the Piedmont
13. Resolution: Resolution Authorizing Execution of Agreement to Maintain SWM Facilities for the Botanical Gardens Project
14. Resolution: Resolution for Approval of Addendum to Lease with Botanical Garden of the Piedmont
15. Resolution: Resolution to appropriate \$52,981.60 from the Virginia Department of Housing and Community Development, Virginia Homeless Solutions Program (requesting one reading with four-fifths vote)

IX. City Manager Report

- Report: City Manager Report
- Report: Police Civilian Oversight Board 2025 Annual Report

X. Action Items

16. Ordinance: 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 (2nd reading)
17. Resolution: Resolution Approving Amended Grant Agreement for the Charlottesville Supplemental Rental Assistance Program ("CSRAP")
18. Resolution: Resolution Allocating \$575,000 in Housing Operations and Support FY27 Grant Funding (1 of 2 Readings)
19. Resolution: Resolution Endorsing West Main and Ridge SMARTSCALE Application
20. Resolution: Resolution Endorsing CA-MPO US 29 NB/US 250 EB Ramp Extension/Barracks Road Off-Ramp SMART SCALE Application

XI. General Business

XII. Community Matters (2)

XIII. Adjournment

MEETING GUIDELINES

- This is an in-person meeting with an option for the public to participate electronically by registering in advance for the Zoom webinar at www.charlottesville.gov/zoom. The meeting may also be viewed on the City's streaming platforms and local government Channel 10. Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call (434) 987-1267 or submit a request via email to ada@charlottesville.gov. The City of Charlottesville requests that you provide 48 hours' notice so that proper arrangements may be made.
- The presiding officer shall ensure that individuals address their comments to City Council at appropriate times, in accordance with the meeting agenda and Council's Rules of Procedure.
- No person who is not a member of the city council shall orally address it until leave to do so has been granted by the city council or until invited to do so by the mayor. (City Code sec.2-71)
- Remarks and actions that disrupt the progress of the Council meeting, and remarks from persons other than councilors, the City Manager, the City Attorney, or a presenter for an Agenda Item are not permitted.
- The presiding officer shall call an individual to order, including a councilor, when that individual goes afoul of these rules. The following are examples of remarks and behavior that are not permitted:
 - i. Interrupting a speaker who is addressing Council at the speaker's microphone, or interrupting a speaker who has otherwise been invited to address Council during Community Matters or a Public Hearing
 - ii. Interrupting a councilor who is speaking
 - iii. Shouting, and talking (either individually or in concert with others) in a manner that prevents a speaker or a Councilor from being heard or that otherwise hinders the progress of the meeting
 - iv. Blocking paths for emergency exit from the meeting room; engaging in any conduct that prevents a member of the audience from seeing or hearing councilors during a meeting; standing on chairs or tables within the Council meeting room
 - v. Threats or incitement of violence toward councilors, City staff or members of the public
 - vi. Engaging in conduct that is a criminal offense under the City Code or the Virginia Code
 - vii. Campaigning for elected office
 - viii. Promotion of private business ventures
 - ix. Using profanity or vulgarity
 - x. Personal attacks against Councilors, City staff or members of the public
 - xi. Behavior which tends to intimidate others
- During a City Council meeting the presiding officer shall have control of the Council Chambers and the connecting halls and corridors within City Hall, and any other venue where a Council meeting is being held. In case of any conduct described above, the presiding officer may take measures deemed appropriate, including but not limited to suspending the meeting until order is restored, ordering areas to be cleared by the Sergeant at Arms, or requiring any individual to exit the meeting room and adjacent premises (connecting halls and corridors.)

Policy Briefing Summary

City Council



| | |
|---------------------------------|--|
| Regarding: | FY26 Climate Program Update |
| Staff Contact(s): | Kristel Riddervold, Director of the Office of Sustainability, Emily Irvine, Climate Program Manager |
| Presenter: | Kristel Riddervold, Director of the Office of Sustainability, Emily Irvine, Climate Program Manager |
| Date of Proposed Action: | June 15, 2026 |

Issue

The City of Charlottesville's Office of Sustainability is presenting the 3rd Annual Climate Action Update, which provides an update on all City-led initiatives that supported implementation of the Climate Action Plan during fiscal year 2026 (FY26). The presentation includes a report, an updated Greenhouse Gas Inventory, and the Climate Action Workplan for FY27.

Background / Rule

In 2019, the City adopted emissions reduction goals of 45% (from 2011 baseline) by 2030 and carbon neutrality by 2050 and directed staff to write a plan for guiding progress towards those targets. In January 2023, Charlottesville City Council adopted the City's first Community Climate Action Plan as an addendum to the City's Comprehensive Plan. This report is the third update to City Council and the public on progress made towards implementation of the Climate Action Plan.

Analysis

The Climate Action Plan (CAP) includes a commitment to annual progress reports. Each year, Climate Program staff work with departments across the City organization to develop a Climate Action Workplan. The workplan consists of City-led programs and projects that are planned or in progress which support climate mitigation as well as climate resilience work in the upcoming fiscal year. The workplan is organized by outcome areas.

The 2026 CAP Update Report uses the FY26 workplan as its foundation and provides an update on each workplan item according to outcome area. It also presents other City-led climate actions beyond those in the workplan and the work of some of our external partners, while also acknowledging there are many actions happening in the community beyond the scope of this report. The updated FY27 Climate Action Workplan is included as an attachment to this report.

The City is committed to, and the Climate Program has routinely published, an annual Greenhouse Gas Inventory. Since 2024, the goal is to publish it along with the annual CAP update. The City's updated calendar year (CY) 2024 GHG Inventory is included in the report.

Financial Impact

There is no budget impact associated with this report.

Recommendation

This is an informational report, no formal action is needed.

Recommended Motion (if Applicable)

N/A

Attachments

1. Attachment 1 - 2026 Climate Action Report link
2. Attachment 2 - FY27 Climate Program Workplan_FINAL_060726
3. Attachment 3 - June 2026_CPP Update to Council

Attachment 1
Link to 2026 Climate Action Report

To access the 2026 Climate Action Report, use this link:

<https://www.charlottesville.gov/DocumentCenter/View/16373/2026-Climate-Action-Update-Report-060726>

FY27 Climate Program Workplan for the Implementation of the Climate Action Plan

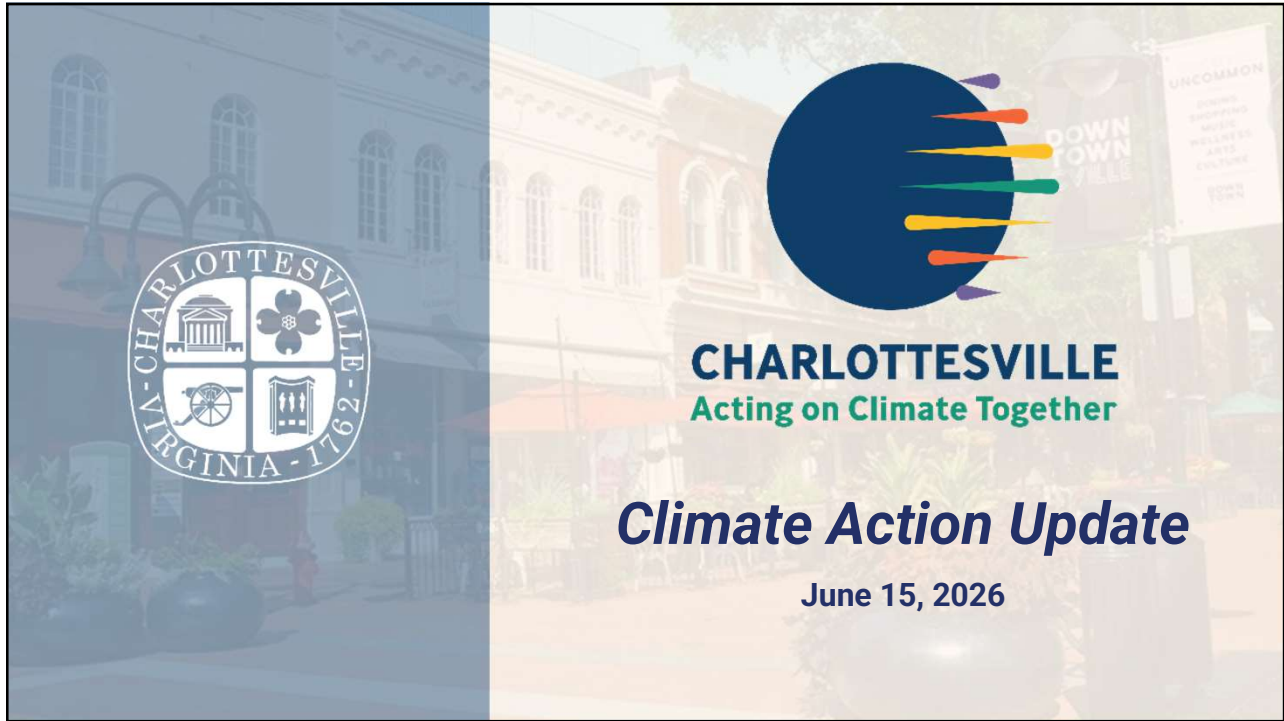
Date: June 7, 2026

| City of Charlottesville-led Initiatives and Programs | | | | | |
|--|---|----------------------|---------------------|-------------------------|--|
| Outcome | Initiative/Program | GHG Reduction Impact | Status (Start Date) | Lead Departments | Notes |
| Resilience Building | Resilient Together | PreReq | In Progress (FY24) | OS | City's Climate Adaptation and Resilience Plan will be brought forward for adoption in FY27. This is a key deliverable of the collaborative climate adaptation and resilience planning process with Albemarle County and UVA. |
| | Flood Management Program Evaluation and Capacity Building | - | In Progress (FY26) | OS, NDS, PWD, Utilities | City's flood management program evaluation and capacity building. Project initiation is underway. CFPF grant supported. |
| | Shade Structure Deployment | - | In Progress (FY26) | P&R | Install shade structures at public outdoor facilities to reduce extreme heat exposure |
| | Resilience and Adaptation Communication | - | In Progress (FY26) | OS, EM | Multi-faceted education & awareness campaign focused on extreme weather and household preparedness |
| | Extreme Weather Preparedness | - | In Progress (FY26) | OS | Inter-departmental planning group to prepare for extreme weather conditions, especially extreme heat and extreme cold. |
| Municipal Energy Efficiency & Use Reduction | Power Purchase Agreement (PPA) | H | In Progress (FY25) | OS | Agreements executed for CHS & CMS in Spring 2026. Installation of two solar systems (2.2 MW total capacity) to be completed prior to the end of 2027. |
| | LED Streetlight Conversion | L | In Progress (FY25) | OS | Ongoing conversion of all Dominion-owned streetlights to LED; project to take 2 - 3 years |
| | City & Schools Solar PV Program | M | Ongoing | OS, PWD | Annual program activity; next projects being explored |
| | Municipal Energy Improvement Program | H | Ongoing | OS, PWD | Up next: Lighting Efficiency Upgrades at CATEC, Tall Oaks, Sunrise, Trailblazer, and Summit |
| | Deliver Charlottesville Middle School and pursue LEED certification | M | In Progress (FY23) | PWD, OS | Renovation/Expansion of the school. Design and construction involve high-performance ("green") components, including optimized energy performance. To be completed in FY27. |

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|---|---|---|--------------------|--------------|--|
| | P&R Landscaping Equipment Electrification | L | Ongoing | OS, P&R | Pilot onging. Continue electrification of P&R landscaping equipment. |
| Community Energy Efficiency & Use Reduction | Residential Energy Efficiency and Renewable Energy Deployment | M | Ongoing | OS | Includes home energy audit program for LMI residents and energy retrofit mini-grants for all residents. |
| | Community Energy Resource Hub | M | In Progress (FY25) | OS | Support partnership with Albemarle County, LEAP, and C3 to help community better understand and access federal, state, and local home and business energy programs. |
| | Small Business Energy Efficiency Program | M | New | OS | Includes commercial energy audits, technical assistance, and energy retro-fit grants for small businesses and non-profits. Partnership with C3. |
| | Home Improvement/Energy Efficiency | M | Ongoing | OBSM | Annual allocations for affordable housing development and "entitlement" from U.S. Dept. of Housing and Urban Development (HUD) for home improvements. Expanding local partners in FY27. |
| | Utility-led Energy Savings Programs | M | Ongoing | Utilities | Inclusive of Utility-funded efficient equipment rebates, attic insulation rebates, air sealing rebates, programmable thermostat and smart thermostat rebates. |
| | Attic Insulation Self-Assessment Tool | M | Ongoing | Utilities | Tool developed by Utilities staff for community members to assess the condition of their attic insulation and take steps towards better weatherization. |
| | Clean Energy Tax Abatement Program | L | Ongoing | Treasurer | Tax incentive related to residential solar and energy efficiency |
| | Residential Landscaping Equipment Electrification Pilot | L | New | OS | Design/deliver pilot program to support community member adoption of electric landscaping equipment |
| | School Bus Electrification | M | Ongoing | OS, CAT, PWD | Collect data and evaluate performance of electric school buses (ESBs) introduced to the fleet in FY26. Develop transition scenarios and continue to explore funding strategies for integrating additional ESBs and associated charging infrastructure. |
| | Transit Zero Emissions Bus (ZEB) Transition | H | In Progress (FY23) | CAT | Pilot and integrate battery electric buses (BEBs) into Transit fleet. First two BEBs to be piloted in FY27. Additional BEBs ordered for FY28 delivery. |

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|--|---|--------|--------------------|--------------|---|
| Municipal Transportation Electrification | Evaluation of Diesel-Hybrid Buses | PreReq | New | CAT | In response to federal shift on alternatively fueled vehicles, evaluate integrating diesel-hybrid buses into the Transit fleet as part of the ZEB transition. |
| | City Fleet Electrification | H | In Progress (FY26) | PWD, OS | Develop and initiate a five-year plan for City fleet electrification and associated charging infrastructure; transitioning eligible light-duty vehicles to EVs. Inclusive of public safety vehicle electrification pilot. |
| | Charging Infrastructure Installation at Fire Stations | L | New | OS, CFD | Deployment of EV charging infrastructure at fire stations to support fleet electrification |
| Community Transportation Electrification | Public EV Infrastructure Assistance Grant | L | Ongoing | OS | Continue to offer partial funding to local businesses to install publicly accessible EV charging |
| | Electric Bike Incentive Program | L | In Progress (FY25) | NDS, OS | Program to support community member access to e-bikes. |
| | ROW Charging Policy Development | PreReq | New | OS, NDS, PWD | Development of policy to support access to EV charging |
| Community Transportation Improvements | Bicycle/Pedestrian Infrastructure | L | Ongoing | NDS, PWD | Annual program activity |
| | New Sidewalks | L | Ongoing | NDS, PWD | Annual program activity |
| | Trail Expansion | L | Ongoing | P&R | Annual program activity |
| Nature Based Solutions | Urban Forest Management Plan | PreReq | In Progress (FY25) | P&R, OS | Grant supported; Updating and expanding current plan to address both public and private properties and to integrate climate and equity considerations |
| | Climate Friendly Landscape Management | L | Ongoing | P&R | Mowing/turf reduction, prioritizing natives planting, invasives management. Aligns with Bee City & Biophilic Cities designations. |
| | Urban Tree Planting | L | Ongoing | P&R | Annual program activity |
| | Invasive Species Management | L | Ongoing | P&R | Annual program activity |
| | CHIPP (C'ville Invasive Plant Partnership) | L | Ongoing | OS, P&R | Partnership with CBOs for neighborhood-level invasive species management with resident involvement. |

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|-------------------------------|--|--------|---------|--------------|--|
| | Energy Saving Tree Program | L | Ongoing | Utilities | Partnership with the Arbor Day Foundation; provides trees to community members and guidance on where to plant them to maximize home energy savings from shade |
| | Parkland Expansion | L | Ongoing | P&R | Ongoing work to increase public park space throughout the City |
| Community Waste Reduction | Composting Program | L | Ongoing | OS, PWD, P&R | Annual program activity |
| | Litter and Plastic Pollution Reduction Campaign | L | New | OS, Comms | Partnership with Albemarle Co. to deliver a regional education and awareness campaign. Supported by plastic bag tax funds. |
| | Urban Wood Program Pilot | L | New | P&R, OS | Program to divert city-generated wood waste from landfills. |
| Other Programmatic Activities | GHG Inventory | PreReq | Annual | OS | Annual program activity |
| | Working in a Sustainable Environment (WISE) Program Delivery | L | Ongoing | OS | Implementation of recently developed employee engagement program to encourage and operationalize sustainability at work |
| | Climate Working Group | PreReq | Ongoing | OS | Inter-departmental working group for implementing the Climate Action Plan. Will be expanded to integrate efforts related to implementing the Climate Adaptation and Resilience Plan. |
| | Community Education & Outreach | PreReq | Ongoing | OS | Annual program activity; focused on making information, programs, and services equitable, accessible, and widespread |
| | Carbon Offset Alternatives Evaluation | PreReq | New | OS | Research and evaluate options for offsetting emissions from Charlottesville Gas. |



1

Agenda

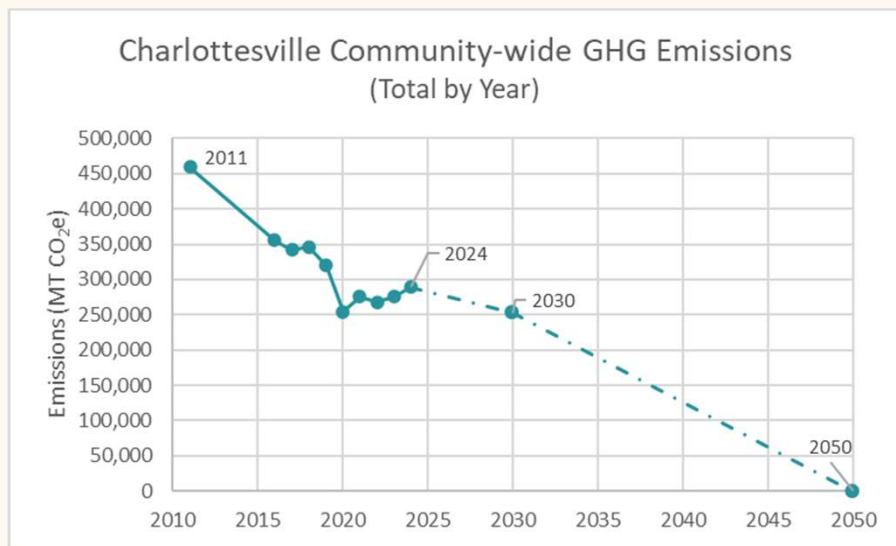
- Introduction
- GHG Inventory Update
- FY26 Climate Action Wins
- Adaptation & Resilience Plan Update
- What's Next?
- Questions

2



3

Updated GHG Inventory – 2024 Emissions Data



4

Driving Factor: Transportation

| Vehicle Type | Fuel Type | Unit | 2019 | 2024 | % Change |
|--------------------|-----------|-------------|----------------------|----------------------|---------------|
| Motorcycles | Gasoline | Miles (VMT) | 387,366.80 | 955,798.49 | 146.74% |
| Passenger Vehicles | Gasoline | Miles (VMT) | 197,558,888.8 | 185,419,141.1 | -6.14% |
| Light Trucks | Gasoline | Miles (VMT) | 27,771,419.6 | 39,707,840.7 | 42.98% |
| Heavy Trucks | Gasoline | Miles (VMT) | 398,758.8 | 482,671.9 | 21.04% |
| Total | Gasoline | Miles (VMT) | 226,116,434.0 | 226,565,452.2 | 0.20% |
| Passenger Vehicles | Diesel | Miles (VMT) | 861,448.6 | 808,513.7 | -6.14% |
| Light Trucks | Diesel | Miles (VMT) | 1,116,439.0 | 1,596,295.1 | 42.98% |
| Heavy Trucks | Diesel | Miles (VMT) | 2,335,587.5 | 2,827,078.1 | 21.04% |
| Total | Diesel | Miles (VMT) | 4,313,475.1 | 5,231,886.9 | 21.29% |
| Total | | | 230,429,909.2 | 231,797,339.1 | 0.59% |

Data from Virginia Department of Transportation

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Stationary Energy Use

| Natural Gas Usage | | | | |
|--------------------------|-------------------|----------------------|----------------------|---------------|
| Sector | Unit | 2023 | 2024 | % Change |
| Residential | Cubic Feet | 534,395,883 | 524,151,655 | -1.92% |
| Commercial | Cubic Feet | 338,624,921 | 339,139,007 | 0.15% |
| Municipal Government | Cubic Feet | 30,769,739 | 25,709,544 | -16.45% |
| Non-Municipal Government | Cubic Feet | 74,774,732 | 77,798,732 | 4.04% |
| Industrial | Cubic Feet | 3,005,386 | 2,138,598 | -28.84% |
| Total Natural Gas | Cubic Feet | 981,570,661.0 | 968,937,536.0 | -1.29% |

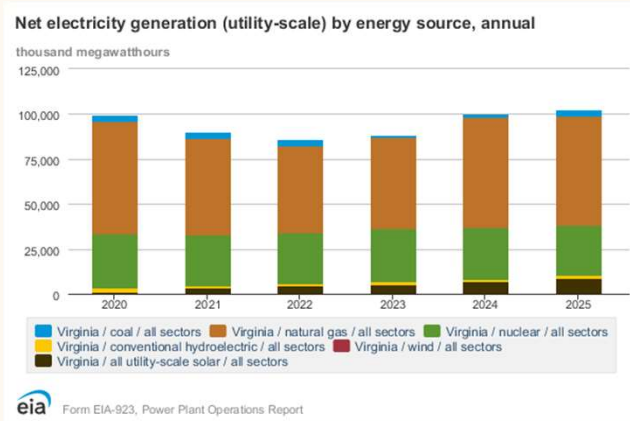
| Electricity Usage | | | | |
|----------------------------|------------|----------------------|----------------------|--------------|
| Sector | Unit | 2023 | 2024 | % Change |
| Residential | kWh | 184,701,589.00 | 190,046,878.00 | 2.89% |
| Commercial | kWh | 181,896,607.00 | 186,810,472.00 | 2.70% |
| Municipal Government | kWh | 20,366,616.00 | 20,983,883.02 | 3.03% |
| Non-Municipal Governmental | kWh | 20,828,267.13 | 30,648,574.86 | 47.15% |
| Industrial | kWh | 21,757.00 | 1,479,221.00 | 6698.83% |
| Total Electricity | kWh | 407,814,836.1 | 429,969,028.9 | 5.43% |

Data from Dominion Energy & Charlottesville Gas

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Driving Factor: Electricity

- Last year, we reported on the benefits of “grid-greening” on our local emissions
- Between 2023 and 2024, there was a reversal of that downward trend
- Reversal caused by higher-than-projected demand growth for electricity
- 8% emissions intensity increase in our region between 2023 and 2024
- New demand is largely being covered by natural gas



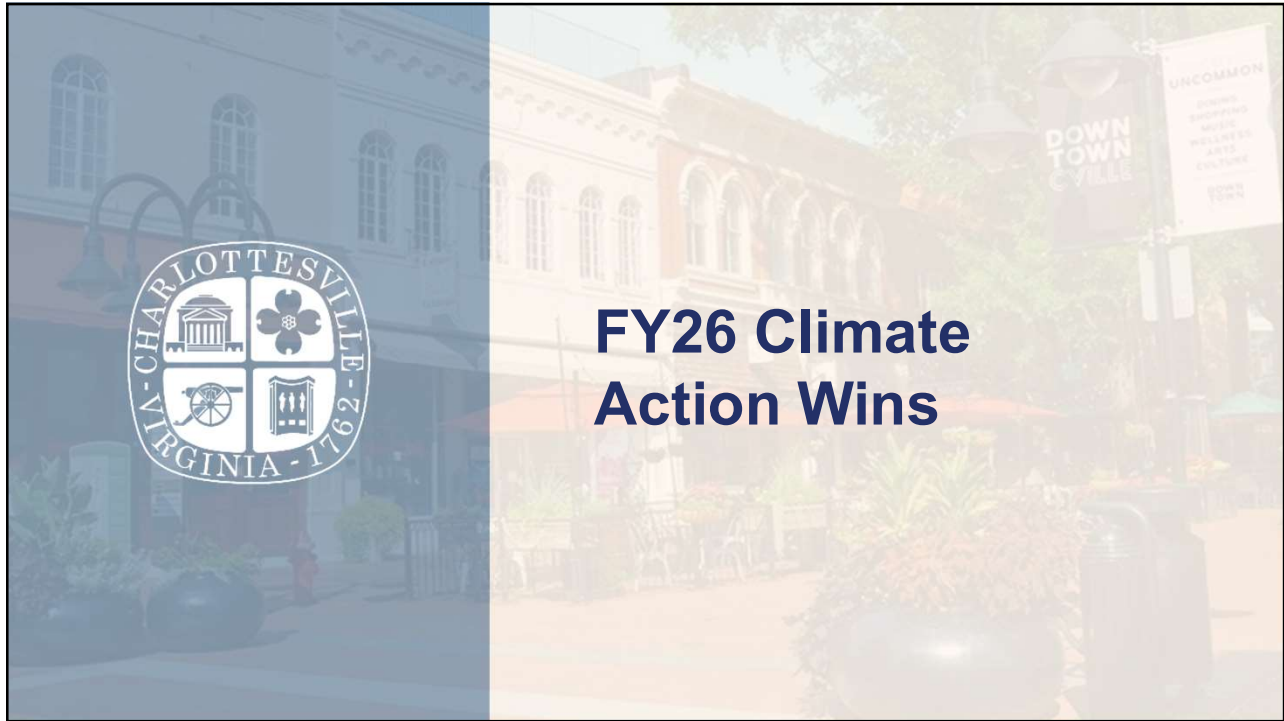
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Inventory Takeaways

- Community emissions are up 4.8% from 2023 Inventory
- Municipal emissions are up 9% from the 2023 Inventory
- This is being driven by increases in emissions from transportation and electricity generation
- Transportation:
 - Vehicle Miles Traveled are back up to pre-pandemic levels
 - Proportion of larger and less-efficient vehicle types is increasing
- Emissions from electricity are increasing as fossil fuel generation sources are added/expanded to meet rising demand



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FY26 Climate Action Wins

9

CATEC Solar Array

- Charlottesville's largest solar array to date
- 262.9 kW system
- Has produced over 200 MWh since August 2025; on track to meet projections
- Will meet over 60% of CATEC's power needs
- As electricity costs are rising, so are the avoided costs of higher energy bills
- Completed as a design-build project under our master energy performance contract
- Installed by a local solar installer



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Two Large Solar PPAs

- PPA = Power Purchase Agreement
- Agreements signed in Spring 2026 for two large solar systems at Charlottesville High School and Charlottesville Middle School
- Combined size – 2.2 MW
 - 60% of CHS's power needs
 - 80% of CMS's power needs
- Projected to achieve nearly \$4 million of avoided electricity costs over the 25-year agreements
- Installation will be complete in 2027



11

High-Performance Building Standards

- Replaced 2008 Green Building Policy with a High Performance Building Resolution
- Applies to all municipally owned facilities, including schools
- Provides guidance for new construction, major renovations, and operations & maintenance
- Codifies best-practices already recognized by City staff
- Aligns with Commonwealth of Virginia requirements
- Interdepartmental collaboration



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Fleet Electrification

- Community Wide EV Transition Study included an analysis of the City's Light-Duty Fleet
- Study identified 155 Fleet Vehicles that have comparable fully electric or plug-in hybrid alternatives
- OS is working with Public Works to develop a 5-year replacement & charging plan
 - 6 new EVs purchased in FY26
 - 45 vehicles identified for EV-replacement between now and FY31
- City will see significant savings on fuel and maintenance costs as the number of EVs in the fleet increases



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Electric School Buses

- Charlottesville welcomed the first two electric school buses in FY26
- Supported by EPA Clean School Bus funding (2023 round)
- Serving students since January 2026
 - Rave reviews so far by students and drivers!
- Charging infrastructure provided by Dominion through their ESB Charging Program
- OS pursuing eligible federal tax credits (\$40k/bus)
- OS continuing to explore scenarios with CAT for integrating more ESBs into the fleet.



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E-Bike Voucher Program

- In 2025, the program distributed 112 vouchers worth \$1000 each, of which 90 were redeemed
- For 2026, integrated income-qualifying element into the existing program
- Three tiers:
 - 1 - \$500 – Open to all
 - 2 - \$1000 – 80% AMI or less
 - 3 - \$1500 – Qualified benefits program
- First two rounds of 2026 program were successful
- Quarterly Opportunity: Sign-up for Q3 opens July 1, 2026



15

Energy Resource Hub & Community EE Programs

- The Energy Resource Hub connects community members to energy programs, including those offered by Dominion, Charlottesville Utilities, and the Climate Program
- In 2025, the ERH served 178 C'ville households
 - 167 Home Energy Audits
 - 76 Energy Efficiency Upgrades
 - 55 Residential Retrofit Mini-Grants
 - 18 Solar installations through Solarize
- All these programs help community members reduce their energy use and buffer them from rising utility costs



16

Community Engagement

- OS strives to be highly visible in the community
- Participated in over 100 hours of community-facing events in FY26
- Highlights included:
 - EcoFair
 - Climate Café Series
 - Rivanna Riverfest
 - Climate Kits & other engagement with CCS
 - Resilient Together Community Workshops
 - 31 local media stories



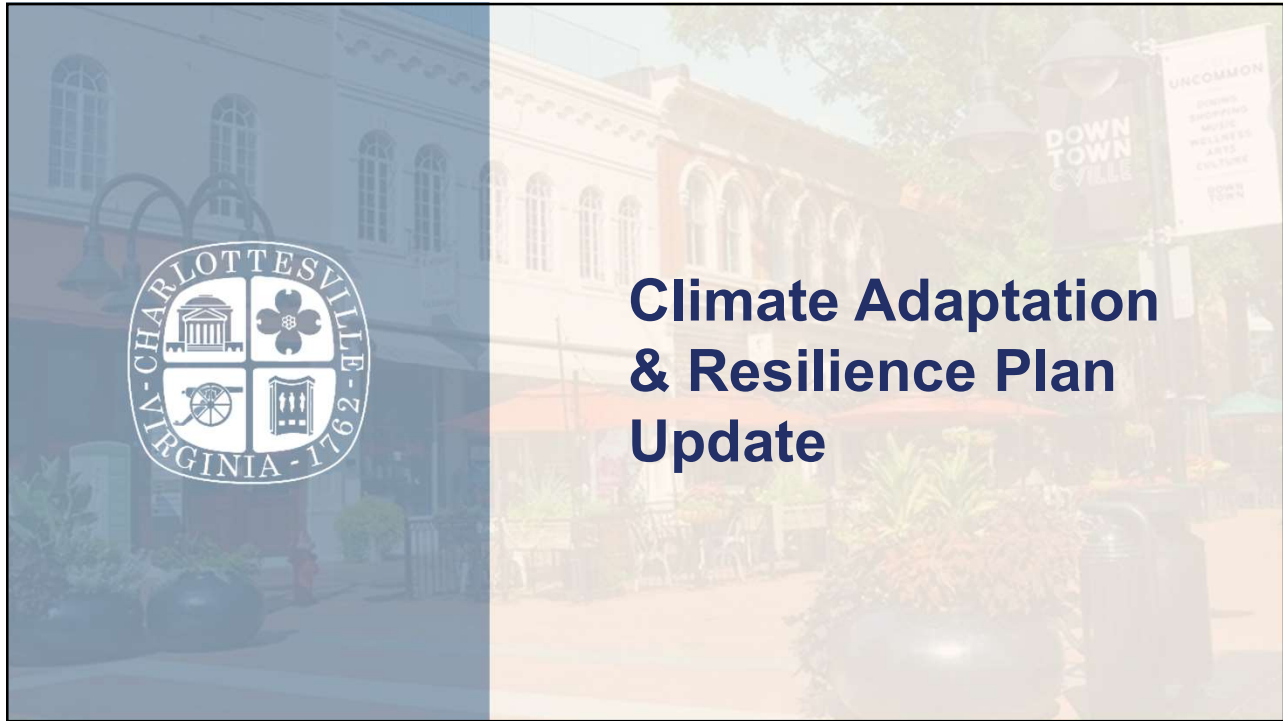
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Policy & Regulatory Work

- Charlottesville engages in state-level advocacy on policies that impact local climate work
- In FY26, we engaged on two important issues:
 - September 2025 – participated in a 2nd Amicus Brief in support of Virginia's participation in the Regional Greenhouse Gas Initiative (RGGI) with several other localities
 - January 2026 – submitted written comment to the State Corporation Commission opposing changes to Dominion's Net-Metering Policy
- Favorable outcomes on both issues have followed



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Climate Adaptation & Resilience Plan Update

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Resilient Together

Project Vision: A community that is strong, safe, and healthy in the face of the changing climate now and in the future.

- Ongoing Adaptation & Resilience planning project in partnership with Albemarle County & UVA
- Discover, Define, & Design Phases complete
- Plan Draft is in review (Decide Phase)
- Public comment period planned for late Summer/early Fall
- Aiming for a late Fall work session prior to bringing it forward for adoption



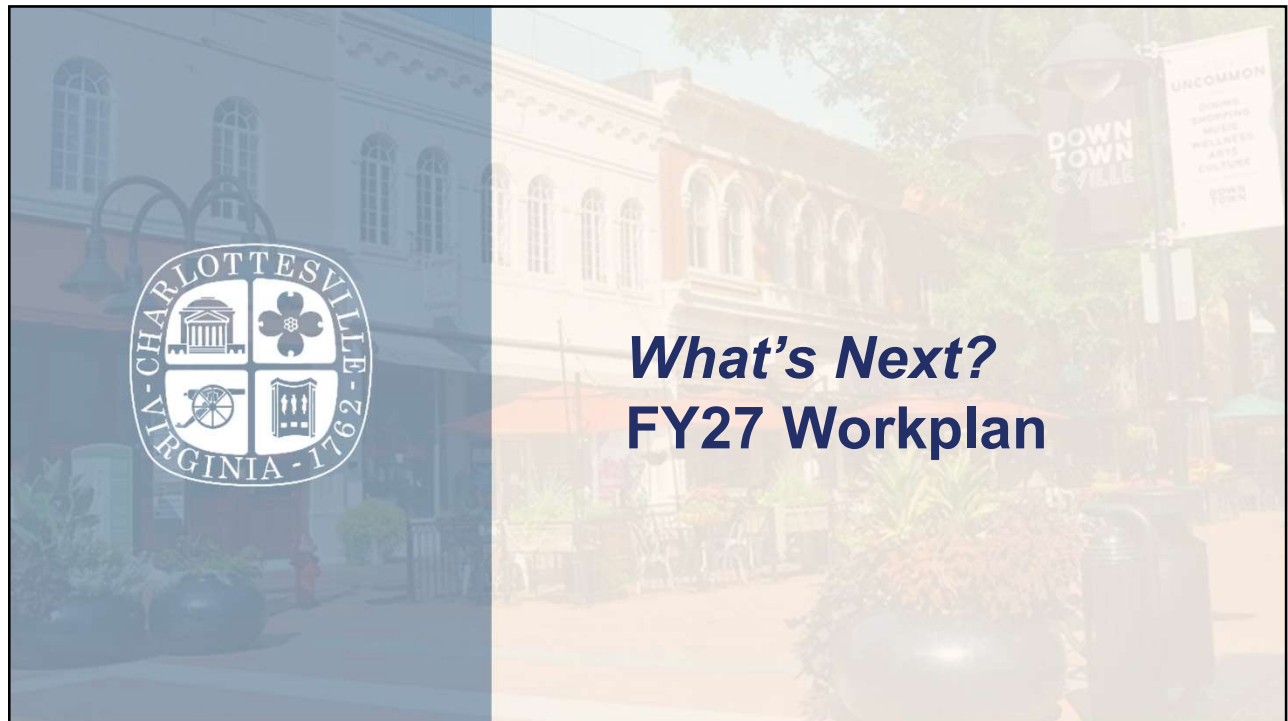
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Climate Adaptation & Resilience Plan Preview

- “Sister Plan” to Climate Action Plan
- A requirement of our commitment to the Global Covenant of Mayors for Climate & Energy
- 16 Resilience Strategies
- Each strategy has one or more implementation projects or steps associated with it
- We are already doing resilience-building work



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FY27 Workplan Highlights

- Presentation of the Climate Adaptation & Resilience Plan for adoption
- Energy efficiency upgrade projects at CATEC and four Elementary Schools
- Installation of 2 large solar projects through PPAs
- Continued support for the Energy Resource Hub and locally-funded home retrofit programs
- New locally-funded Small Business & Non-profit Energy Efficiency Program
- Arrival & Deployment of the first electric Transit buses
- Expansion of neighborhood compost drop-off locations



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Thank You!

Questions?



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Policy Briefing Summary

City Council



| | |
|---------------------------------|---|
| Regarding: | Presentation on Human Rights Ordinance Revisions |
| Staff Contact(s): | Todd Niemeier, Director of Human Rights |
| Presenter: | Todd Niemeier, Director of Human Rights |
| Date of Proposed Action: | June 15, 2026 |

Issue

During a publicly-noticed regular meeting on April 16, 2026, the Charlottesville Human Rights Commission voted unanimously to adopt multiple amendments to the Charlottesville Human Rights Ordinance for recommendation to City Council for consideration and recommended approval.

Background / Rule

The proposed amendments to the Charlottesville Human Rights Ordinance include the following general revisions:

- Revised Commission membership requirements
- Updated terms and wording in certain sections
- Revised protocols regarding Complainant and Respondent non-response
- Updated protocols for a Complainant's request for appeal
- Revised delegation of decision-making and contractual services for housing cases
- Added Commissioner conflict of interest clause for participation in public hearings

Analysis

Specific changes to the Ordinance are described with further details in the attached presentation. The presentation can be used as a guide to viewing the full amendments presented in the attached draft ordinance. In general, the proposed amendments serve to update and clarify protocols and supplement existing information with additional detail. Office of Human Rights staff will be present during the meeting to walk through the proposed amendments and answer any questions.

Financial Impact

The proposed Ordinance amendments do not have any immediate financial impacts. References to contracted services for mediation and investigation are already under contract and funds are budgeted for these services for fiscal year 2027. Contracted investigation services are only used on an as-needed basis and are dependent on Office caseloads and workflow. The intent is to ensure that case processing can continue even if there is a staff vacancy, a conflict of interest, or caseloads are so high that investigations cannot proceed.

Recommendation

The Office of Human Rights recommends adoption of the proposed Ordinance amendments.

Recommended Motion (if Applicable)

Motion to approve the proposed amendments to the Charlottesville Human Rights Ordinance, as adopted for recommendation to City Council by the Human Rights Commission on April 16, 2026, including any revisions proposed by City Council.

Attachments

1. 2026 DRAFT Charlottesville Human Rights Ordinance (PDF)
2. 2026 Ordinance Amendment Presentation (PDF)

Key to draft amendments and edits:

Green underline indicates new language added.

~~Red strikethrough~~ indicates language proposed for removal.

Article XV. Human Rights

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Sec. 2-430.1. Short title.

This Article shall be known and referred to as the Charlottesville Human Rights Ordinance.

Sec. 2-430.2. Definitions.

- (a) Terms used in this ordinance to describe prohibited discrimination in employment shall have the meanings as ascribed to them under Virginia Human Rights Act. Va. Code §§ 2.2-3900- 3909., Va. Code § 15.2-965 as it relates to “Gender identity” “Military status” “Religion” and “Sexual orientation”, and 42 U.S.C. §§ 1981-2000h-6., as amended.
- (b) Terms used in this ordinance to describe prohibited discrimination in housing shall have the meanings as ascribed to them under the Virginia Human Rights Act, Va. Code §§ 2.2-3900- 3909., Va. Code § 15.2-965 as it relates to “Gender identity” “Military status” “Religion” “Sexual orientation”, and Virginia Fair Housing Law, Va. Code § 36-96.1:1., and 42 U.S.C. § 3602, as amended.
- (c) Terms used in this ordinance to describe prohibited discrimination in public accommodations, credit, and private education shall have the meanings as ascribed to them under the Virginia Human Rights Act., Va. Code §§ 2.2-3900-3909. and Va. Code § 15.2-965. as it relates to “Gender identity” “Military status” “Religion” and “Sexual orientation, and for public accommodation under 42 U.S.C. § 2000a., as amended.
- (d) The term “jurisdictional” as used in this ordinance shall mean that an allegation of discrimination is timely, the person who experienced harm is the person bringing forth the allegation and falls within a covered group under this ordinance, the respondent falls within a covered group under this ordinance, the alleged discriminatory act is covered by this ordinance, and the alleged discriminatory act took place within the geographical boundary of the City of Charlottesville and/or the alleged respondent is registered within the corporate jurisdiction of the City of Charlottesville.
- (e) The term “inquiry” as used in this ordinance shall mean an incoming contact requesting services provided to an individual by the Office of Human Rights and/or an individual allegation of discrimination that falls outside the jurisdiction of the Human Rights Commission and Office of Human Rights, as defined by this ordinance.
- (f) The term “complaint” as used in this ordinance shall mean a timely filing of a jurisdictional allegation of unlawful discrimination, as defined by this ordinance.
- (g) The phrase “alternative dispute resolution” as used in this ordinance shall mean an attempt to resolve a complaint through informal dialogue, mediation, or conciliation.

Sec. 2-431. Unlawful discrimination prohibited generally.

Pursuant to Va. Code Ann. § 2.2-3900. and § 15.2-965., it is the policy of the City of Charlottesville to:

- (a) Safeguard all individuals within the City from unlawful discrimination in employment, housing, public accommodation, private education, and credit.
- (b) Preserve the public safety, health, and general welfare for the City of Charlottesville;
- (c) Further the interests, rights, and privileges of individuals within the City; and

(d) Protect citizens of the City against unfounded charges of unlawful discrimination.

Sec. 2-431.1. Unlawful employment discrimination prohibited.

It shall be unlawful and a violation of this ordinance for any person, partnership, corporation, or other entity to engage in discrimination in employment on the basis of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, sexual orientation, gender identity, military status, or disability. The prohibited actions in this section shall include and have the meanings ascribed to them in Virginia Human Rights Act, Va. Code §§ 2.2-3900-3909., Va. Code § 15.2-965 and 42 U.S.C. §§ 1981-2000h-6., as amended.

Sec. 2-431.2. Unlawful housing discrimination prohibited.

In accordance with 42 U.S.C. § 3604, 42 U.S.C. § 3605, and 42 U.S.C. § 3606, it shall be unlawful and a violation of this article for any person, partnership, corporation, or other entity:

- (a) To refuse to sell or rent after the making of a bona fide offer, or to refuse to negotiate for the sale or rental of, or otherwise make unavailable or deny, a dwelling to any person because of race, color, religion, national origin, sex, elderliness, familial status, source of funds, marital status, sexual orientation, gender identity, military status, or disability.
- (b) To discriminate against any person in the terms, conditions, or privileges of sale or rental of a dwelling, or in the provision of services or facilities in connection therewith, because of race, color, religion, national origin, sex, elderliness, familial status, source of funds, marital status, sexual orientation, gender identity, military status, or disability.
- (c) To make, print, or publish, or cause to be made, printed, or published any notice, statement, or advertisement, with respect to the sale or rental of a dwelling that indicates any preference, limitation, or discrimination based race, color, religion, national origin, sex, elderliness, familial status, source of funds, marital status, sexual orientation, gender identity, military status, or disability, or an intention to make any such preference, limitation, or discrimination.
- (d) To represent to any person because of race, color, religion, national origin, sex, elderliness, familial status, source of funds, marital status, sexual orientation, gender identity, military status, or disability, that any dwelling is not available for inspection, sale, or rental when such dwelling is in fact so available.
- (e) For profit, to induce or attempt to induce any person to sell or rent any dwelling by representations regarding the entry or prospective entry into the neighborhood of a person or persons of a particular race, color, religion, national origin, sex, elderliness, familial status, source of funds, marital status, sexual orientation, gender identity, military status, or disability.
- (f) Furthermore, it shall be unlawful and a violation of this article for any person, partnership, corporation or other entity:
 - (1) To discriminate in the sale or rental, or to otherwise make unavailable or deny, a dwelling to any buyer or renter because of a disability of the following:
 - (A) that buyer or renter;

- (B) a person residing in or intending to reside in that dwelling after it is so sold, rented, or made available; or
 - (C) any person associated with that buyer or renter.
- (2) To discriminate against any person in the terms, conditions, or privileges of sale or rental of a dwelling, or in the provision of services or facilities in connection with such dwelling, because of a disability of:
- (A) that person; or
 - (B) a person residing in or intending to reside in that dwelling after it is so sold, rented, or made available; or
 - (C) any person associated with that person.
- (3) For purposes of this subsection, discrimination includes:
- (A) a refusal to permit, at the expense of the person with a disability, reasonable modifications of existing premises occupied or to be occupied by such person if such modifications may be necessary to afford such person full enjoyment of the premises except that, in the case of a rental, the landlord may, where it is reasonable to do so, condition permission for a modification on the renter agreeing to restore the interior of the premises to the condition that existed before the modification, reasonable wear and tear excepted;
 - (B) a refusal to make reasonable accommodations in rules, policies, practices, or services, when such accommodations may be necessary to afford such person equal opportunity to use and enjoy a dwelling; or
 - (C) in connection with the design and construction of covered multifamily dwellings for a failure to design and construct those dwellings in such a manner that:
 - (i) the public use and common use portions of such dwellings are readily accessible to and usable by people with disabilities;
 - (ii) all the doors designed to allow passage into and within all premises within such dwellings are sufficiently wide to allow passage by people with disabilities requiring the use of wheelchairs; and
 - (iii) all premises within such dwellings contain the following features of adaptive design:
 - a. an accessible route into and through the dwelling;
 - b. light switches, electrical outlets, thermostats, and other environmental controls in accessible locations;
 - c. reinforcements in bathroom walls to allow later installation of grab bars; and
 - d. usable kitchens and bathrooms such that an individual in a wheelchair can maneuver about the space.
- (4) Compliance with the appropriate requirements of the American National Standard for buildings and facilities providing accessibility and usability for physically handicapped people (commonly cited as “ANSI A117.1”) suffices to satisfy the requirements of Sec. 2-431.2.(3).(C).(iii).

(A) As used in this subsection, the term “covered multifamily dwellings” means:

- (i) buildings consisting of 4 or more units if such buildings have one or more elevators; and
- (ii) ground floor units in other buildings consisting of 4 or more units.

(5) Nothing in this ordinance shall be construed to invalidate or limit any state or federal law or City ordinance that requires dwellings to be designed and constructed in a manner that affords people with disabilities greater access than is required by this subchapter.

(6) Nothing in this ordinance requires that a dwelling be made available to an individual whose tenancy would constitute a direct threat to the health or safety of other individuals or whose tenancy would result in substantial physical damage to the property of others.

(7) In general, it shall be unlawful for any person or other entity whose business includes engaging in residential real estate-related transactions to discriminate against any person in making available such a transaction, or in the terms or conditions of such a transaction, because of race, color, religion, national origin, sex, elderliness, familial status, source of funds, marital status, sexual orientation, gender identity, military status, or disability.

(8) As used in this section, the term “residential real estate-related transaction” means any of the following:

(A) The making or purchasing of loans or providing other financial assistance:

- (i) for purchasing, constructing, improving, repairing, or maintaining a dwelling; or
- (ii) secured by residential real estate.

(B) The selling, brokering, or appraising of residential real property.

(9) Nothing in this section prohibits a person engaged in the business of furnishing appraisals of real property to take into consideration factors other than race, color, religion, national origin, sex, elderliness, familial status, source of funds, marital status, sexual orientation, gender identity, military status, or disability.

(g) It shall be unlawful to deny any person access to or membership or participation in any multiple-listing service, real estate brokers’ organization or other service, organization, or facility relating to the business of selling or renting dwellings, or to discriminate against an individual in the terms or conditions of such access, membership, or participation, on account of race, color, religion, national origin, sex, elderliness, familial status, source of funds, marital status, sexual orientation, gender identity, military status, or disability.

Sec. 2-431.3. Unlawful public accommodation, credit, and private education discrimination prohibited.

It shall be unlawful and a violation of this article for any person, partnership, corporation, or other entity to engage in discrimination in public accommodations, credit, and private education on the basis of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, sexual orientation, gender identity, military

status, or disability. The prohibited actions in this section shall include and have the meanings ascribed to them in Virginia Human Rights Act, Va. Code §§ 2.2-3900-3909., Va. Code § 15.2-965 as it relates to “Gender identity” “Military status” “Religion” “Sexual orientation”, and 42 U.S.C. §§ 1981-2000h-6., as amended.

Sec. 2-432. Human Rights Commission.

- (a) ~~There is hereby created in the City of Charlottesville a Human Rights Commission (“Commission”), the members of which shall be appointed by the City Council. Effective March 1, 2022, the appointed membership of the Commission shall consist of nine (9) members. The Commission membership shall be broadly representative of the City’s demographic composition, with consideration of racial, gender (including gender identity, transgender status, and sexual orientation), religious, ethnic, disabled, socio-economic, geographic neighborhood, and age groups; with priority given to City residents and to applicants with significant and demonstrable ties to the City. At least two members will have professional expertise in employment or housing discrimination, have personal experience with employment or housing discrimination, or identify as a member of a group that experiences discrimination. Of the members first appointed, at least three shall be appointed for terms of three years, at least three shall be appointed for terms of two years, and at least three shall be appointed for terms of one year. Thereafter members shall be appointed for terms of three years each. Any vacancy shall be filled by the City Council for the unexpired portion of a term. Following notice to the member, any member of the Commission may be removed for good cause by a majority vote of City Council.~~ There is hereby created in the City of Charlottesville a Human Rights Commission (“Commission”), the members of which shall be appointed by the City Council. The Commission shall consist of nine (9) members, all of whom shall possess significant and demonstrable ties to the city. In making appointments, the City Council shall seek individuals who demonstrate integrity, sound judgment, and a commitment to promoting equal opportunity and addressing discrimination within the community. The Council shall also consider applicants’ personal or professional experience relevant to the work of the Commission, including experience related to employment or housing discrimination. Of the members first appointed, at least three shall be appointed for terms of three years, at least three shall be appointed for terms of two years, and at least three shall be appointed for terms of one year. Thereafter, members shall be appointed for terms of three years each. Any vacancy shall be filled by the City Council for the unexpired portion of a term. Following notice to the member, any member of the Commission may be removed for good cause by a majority vote of City Council.
- (b) The Commission shall elect from its members a chair, a vice-chair, and such other officers as the Commission may deem appropriate.
- (c) Members of the Commission shall serve without compensation, but funds may be appropriated in the City’s annual budget for reasonable and necessary expenses to be incurred by Commission in the conduct of its prescribed functions.
- (d) All meetings of the Commission shall be advertised in advance and in the manner required by law and shall be open to the public except for meetings lawfully closed pursuant to the Virginia Freedom of Information Act. The Commission may adopt bylaws and procedures to govern the conduct of its meetings; provided, however, that at the beginning and at the

end of each of its public meetings the Commission will receive public comment in accordance with City Council's adopted "Rules for Public Participation."

- (e) The Commission may, in its discretion, delegate any of its duties or responsibilities hereunder to a panel of not less than three Commissioners.
- (f) There shall be a full-time Director of the Commission, who shall be appointed by the City Manager with the advice and consent of the Commission and who shall serve full time in that capacity. A candidate proposed for appointment as the Director must demonstrate significant prior professional experience performing one or more of the activities or roles described in the code of the City of Charlottesville, Chapter 2, Article XV. The Director shall be responsible for and report to the Commission on the day-to-day operational conduct of the Human Rights Commission. The Director shall report directly to the Deputy City Manager for Social Equity for administrative and fiscal matters. The City Manager shall delegate to the Director the authority to employ such additional staff as authorized and funded by the City Council to allow the Commission to effectively fulfill its obligations under this Ordinance. In the absence of a Director, the City Manager shall transfer the Director's duties to qualified professional staff within the City to ensure the continuity of services provided by the Human Rights Commission and Office of Human Rights.
- (g) The City Council shall establish policies and procedures for the performance by the Commission of the roles, duties and responsibilities set forth within this article ("operating procedures"). All City departments, boards and commissions shall cooperate with and assist the Commission, including the provision of information in response to reasonable requests from the Commission.
- (h) Legal counsel shall be provided to the Commission and its staff through the Office of the City Attorney. The City Council hereby authorizes retention of outside counsel for the prosecution of civil action regarding a finding of reasonable cause under this ordinance, upon recommendation of the City Attorney.
- (i) The Commission shall make quarterly reports to the City Council concerning the operation of the Commission and the status of the Commission's performance of the duties, responsibilities and roles set forth within this article. One of the required quarterly reports shall be an annual report. The schedule for submission of these reports, and the required contents of the reports, shall be as specified within the Commission's operating procedures.

Sec. 2-433. Role of the Human Rights Commission.

The role of the Human Rights Commission, with support from the Office of Human Rights, is to act as a strong advocate for justice and equal opportunity by providing citywide leadership and guidance in the area of civil rights. The Commission will:

- (a) Assist individuals who believe they are the victim of an act of unlawful discrimination within the jurisdiction of the City;
- (b) Collaborate with the public and private sectors to provide awareness, education and guidance on methods to prevent and eliminate discrimination citywide;
 - (1) The Commission shall serve as a forum for the discussion of human rights issues

and be responsible for conducting ongoing efforts to engage community members in an open, honest, and creative dialogue regarding issues of equity and opportunity, including but not limited to issues considered by the City's Dialogue on Race initiative.

- (2) The Commission shall conduct or engage in educational and informational programs for the promotion of mutual understanding, reconciliation, and respect between all classes of individuals protected by this ordinance and the larger Charlottesville community.
- (c) Identify and review systemic issues, policies, and practices of the City of Charlottesville and advise its boards, commissions, and other public agencies within the City on issues related to human rights;
- (1) Such policies, practices, and systems may include those of an institutional nature that:
 - (A) May be unlawful discriminatory practices; or
 - (B) May not constitute unlawful discriminatory practices but nevertheless produce disparities that adversely impact individuals in accordance with the protected classes identified within this ordinance.
 - (2) Any review undertaken pursuant to this section may be initiated at the request of any other public or private entity, or by the Commission on its own initiative.
 - (3) The Commission may conduct its own research and review of existing studies and literature, collaborate with other research organizations, organize public focus groups, and hold such hearings as may be necessary to identify policies, practices and systems as referenced above. For each such identified policy, practice or system, the goal of the Commission will be to formulate recommendations and to propose to City Council concrete, actionable reforms that will eliminate discriminatory practices or the adverse effects of lawful other practices. The Commission will report the status of its ongoing project(s) or review(s) to City Council within its quarterly and annual reports.
- (d) Seek a Fair Employment Practices Agency (FEPA) workshare agreement with the Equal Employment Opportunity Commission (EEOC) and a Fair Housing Assistance Program (FHAP) workshare agreement with the Department of Housing and Urban Development (HUD) to conduct investigations of employment and housing discrimination on their behalf and enter into such agreement(s) subject to approval of City Council upon a finding that the agreement(s) would be in the best interest of the City;
- (e) Make recommendations regarding the City's annual legislative program, with an emphasis on enabling legislation that may be needed to implement programs and policies that will address discrimination; and
- (f) Prepare policy or procedure recommendations to City Council which the Commission believes are necessary for the performance of the roles, duties, and responsibilities assigned to the Commission within this article, and for modifications of operating procedures approved by City Council.

Sec. 2-434. Office of Human Rights.

- (a) There is hereby created in the City of Charlottesville an Office of Human Rights (“Office”), which is a division of the City Manager’s Office.
- (b) The Director of the Human Rights Commission will be responsible for, and report to the Commission on, the day-to-day operational conduct of the Office of Human Rights.
- (c) The Director may hire additional staff, as approved by the City Manager and funded by City Council, to fulfill the roles designated within this ordinance. Such staff shall report to the Director.

Sec. 2-435. Role of the Office of Human Rights.

The role of the Office of Human Rights is to:

- (a) Provide administrative support to the Human Rights Commission;
- (b) Receive individual inquiries and complaints of discrimination within the jurisdiction of the City of Charlottesville, and attempt to resolve such complaints through alternative dispute resolution, and/or by investigating investigate and issuing issue findings on whether there is reasonable cause to believe a violation of this ordinance has occurred, and/or provide referrals to appropriate services for inquiries that do not involve a jurisdictional complaint of discrimination;
 - (1) ~~Provide referrals to appropriate services for inquiries that do not involve a jurisdictional complaint of discrimination.~~
- (c) Conduct community outreach related to human rights. Such outreach may include:
 - (1) Providing information to the public regarding the services provided by the Office of Human Rights and the Human Rights Commission;
 - (2) Hosting or participating in educational events for the purpose of raising public awareness around issues of human rights, discrimination, and/or equity;
 - (3) Facilitating, leading, or participating in collaborative meetings and events with community partners for the purpose of addressing issues of human rights, discrimination, and/or equity.

Sec. 2-436. Reserved.

Sec. 2-437.1. Investigation of individual employment discrimination complaints and issuance of findings.

- (a) Complaints and answers
 - (1) The Director shall develop and implement a central intake procedure to be used by the Office of Human Rights for receiving and processing individual inquiries that allege an unlawful, discriminatory employment practice.
 - (2) Upon the receipt of such inquiry, the Director or other designated professional staff shall conduct an initial assessment to determine if the inquiry is

jurisdictional. The inquiry may be dismissed by the Director without further action if it is non-jurisdictional.

- (3) If the inquiry is not dismissed, any person claiming to be aggrieved by an unlawful discriminatory employment practice may file a complaint in writing with the Office of Human Rights not more than 180 calendar days following the alleged discriminatory act. The complaint shall be in such detail as to substantially apprise any party properly concerned as to the time, place, and facts surrounding the alleged unlawful discrimination.
- (4) For complaints alleging an unlawful discriminatory employment practice within the jurisdiction of the City, the Director or other designated professional staff are authorized to undertake further action as detailed in Sec. 2- 437.1.(b).
- (5) For inquiries alleging an unlawful discriminatory employment practice that falls outside the jurisdiction of the City, the Director or other designated professional staff shall dismiss the inquiry as non-jurisdictional and inform the aggrieved individual of the option to file with an appropriate state or federal agency.
- (6) If the City of Charlottesville is the named respondent in an inquiry of employment discrimination received by Office of Human Rights, the Director or other designated professional staff shall dismiss the inquiry as non-jurisdictional and inform the aggrieved individual of the option to file with an appropriate state or federal agency.
- (7) If a current or former City of Charlottesville Human Rights Commissioner is a party to an inquiry of employment discrimination received by the Office of Human Rights, and the case is jurisdictional, the Director may attempt to resolve the complaint through alternative dispute resolution. If the complaint cannot be resolved through alternative dispute resolution, the Director shall administratively close the case and inform the aggrieved individual of the option to file with an appropriate state or federal agency.
- (8) Upon the filing of a complaint of discrimination, the Director shall serve notice of the complaint on the complainant and each respondent named therein. Said notice shall be served in a timely manner specifying the allegation, citing the evidence that supports further action, advising all parties of the time limits and choice of forums under this ordinance, and indicating the action to be taken.

(b) Further action

- (1) Further action for employment discrimination complaints, as authorized by this ordinance, may include informal dialogue, mediation, and/or investigation of the complaint.
- (2) It shall be the responsibility of the aggrieved individual to provide current and updated contact information to the Office of Human Rights from the date of filing through the completion of any further action.
- (3) If, during the process of informal dialogue, mediation, or investigation, the complainant does not respond to communication or requests for information from the ~~Investigator~~ Office of Human Rights for a period of thirty (30)

calendar days, the Director shall serve written notice of pending case closure on the complainant stating that the case ~~will~~ shall be administratively closed if the complainant does not respond within thirty (30) calendar days of the date the written notice is issued.

- (A) If the complainant responds to the notice of pending case closure within thirty (30) calendar days of the date the notice was issued, the case shall remain open.
- (B) If the complainant does not respond within thirty (30) calendar days of the date the notice was issued, or if the complainant responds within the thirty (30) calendar-day timeframe but does not respond to subsequent communication or requests for information for another thirty (30) calendar-day period, the case shall be administratively closed without further notice.

- (4) The complainant may, following the administrative closure of the case, re-file the complaint at a future date, provided that the complaint is filed within one hundred and eighty (180) calendar days of the alleged discriminatory event detailed in the original complaint.
- (5) If, during the process of informal dialogue, mediation, or investigation, the respondent does not respond to communication or requests for information from the ~~Investigator~~ Office of Human Rights for a period of thirty (30) calendar days, the Director may serve written notice on the respondent that the investigation may proceed without the requested information and that a determination on the case shall be rendered upon completion of the investigation.

(c) Alternative dispute resolution

- (1) During the period beginning with the filing of such complaint and ending with the rendering of a determination or a dismissal by the Director, the Director shall, to the extent feasible, engage in informal dialogue or mediation with respect to such complaint.
- (2) The Director shall propose an initial meeting between the parties for the purpose of exploring alternative dispute resolution of the complaint through voluntary informal dialogue or mediation.
 - (A) For the purposes of this section, informal dialogue shall refer to a voluntary meeting between the complainant and respondent to explore resolution that does not result in a written settlement agreement.
 - (B) For the purposes of this section, mediation shall refer to a facilitated dialogue resulting in a written settlement agreement between the respondent and complainant.
- (3) Nothing herein shall be interpreted as requiring any party to participate in informal dialogue, mediation, or any other resolution efforts.
- (4) Materials used and communications made during informal dialogue or mediation concerning a complaint of unlawful discrimination shall be confidential and shall

not be disclosed to the public by the Director, the Commission, or Office of Human Rights staff unless disclosure is authorized in writing by all parties to the dispute.

- (5) If informal dialogue is concluded, the complaint shall be considered resolved upon the complainant's written or verbal withdrawal of the complaint.
- (6) If the mediation is concluded to the satisfaction of both parties, the complaint shall be considered resolved upon the parties' execution of a written settlement agreement. Unless all parties agree otherwise, the execution of a written agreement is solely for the purpose of settling a disputed claim and does not constitute an admission by any party that the law or this ordinance has been violated. No further action on the initial complaint shall be taken by the Commission or the Office of Human Rights staff once the agreement is executed.
- (7) If informal dialogue or mediation is not successful, the Director or designee shall conduct an investigation.

(d) Investigation

- (1) Upon the filing of a complaint under this section, the Director shall assign an Investigator to make an investigation of the alleged discriminatory practice for the purpose of rendering a written determination as to whether there is reasonable cause to believe a violation of this ordinance occurred and the facts supporting such determination.
- (2) The Investigator shall complete such investigation within one hundred and eighty (180) calendar days after the filing of the complaint unless it is impracticable to do so. If the Investigator is unable to complete the investigation within one hundred and eighty (180) calendar days after the filing of the complaint, the Director shall notify the complainant and respondent in writing of the reasons for not doing so.
- (3) Statements received by the Investigator from the complainant, respondents, and witnesses as part of an investigation shall be under oath or affirmation and may be reasonably and fairly amended at any time.
- (4) When conducting an investigation of a complaint filed under this ordinance, the Investigator shall have the right to interview any person who may have any information which may further the investigation and to request production of any records or documents for inspection and copying in the possession of any person which may further the investigation. Such persons shall be interviewed under oath. The Director or designated subordinates shall have the authority to collect, inspect, and copy records under this ordinance.
- (5) If during an investigation any person refuses to comply with a request by the Director or Office staff to produce data, information, documents, or other tangible evidence or refuses to appear as a witness for the gathering of evidence necessary to determine whether a violation of this ordinance has occurred, the Director, after a good faith effort to obtain such evidence or attendance of witnesses, may petition a court of appropriate jurisdiction for a subpoena against any such person refusing to produce such evidence or refusing to appear as a witness, and such

court may, upon good cause shown, cause the subpoena to be issued.

- (A) Said subpoenas and requests for information may be ordered to the same extent and subject to the same limitations as would apply if the subpoenas or requests for information were ordered or served as part of a civil action in the Commonwealth of Virginia.
 - (B) For purposes of this section, “person” includes any individual, partnership, corporation, association, legal representative, mutual company, joint stock company, trust, unincorporated organization, employee, employer, employment agency, labor organization, joint labor-management committee, or an agent thereof.
 - (C) Neither the complainant nor the respondent shall have the right to demand that a subpoena be issued.
 - (D) Any witness subpoena issued under this section shall include a statement that any statements made will be under oath and that the respondent or other witness is entitled to be represented by an attorney.
 - (E) Any person failing to comply with a subpoena issued under this section shall be subject to punishment for contempt by the court issuing the subpoena. Any person so subpoenaed may petition the Charlottesville Circuit Court to quash the subpoena.
 - (F) In case of refusal or neglect to obey a subpoena, the Director may petition for its enforcement in the Circuit Court of the City of Charlottesville. The Circuit Court of the City of Charlottesville will be requested to give these cases priority on the court docket.
- (6) Upon the conclusion of the investigation, the Investigator shall prepare an investigative report for submission to the Director.
- (e) Reasonable cause determination and effect
- (1) Upon completion of an investigation and submission of the investigative report, the Director shall render a written determination of whether there is reasonable cause to believe a violation of this ordinance has been committed and the facts supporting such determination. The written determination shall promptly be served on the parties.
 - (2) If the Director determines that there is reasonable cause to believe that a violation of this ordinance has been committed, the Director shall immediately endeavor to eliminate any alleged unlawful discriminatory practice through informal dialogue or mediation.
 - (3) If the complaint cannot be resolved through informal dialogue or mediation, the Director shall proceed with the preparation of materials for consideration by the Commission for the purpose of holding a vote on whether to conduct a public administrative hearing on the complaint.
 - (4) Such materials shall include a copy of the written determination with the names and identifying information of the complainant, respondent, respondent’s agents,

and any witnesses redacted.

- (5) Upon request by the Commission, the Director shall provide a copy of the full investigative report with the names and identifying information of the complainant, respondent, respondent's agents, and any witnesses redacted.
- (6) If the Director determines that there is ~~no insufficient~~ reasonable cause to believe a violation of this ordinance has been committed, the Director shall dismiss the complaint and advise the complainant in writing that such dismissal shall become final unless, within ten (10) calendar days of receipt of the notice of dismissal, the complainant ~~files with the Commission a request for a~~ contacts the Office of Human Rights to request a review of the determination of the Director through the Commission's public administrative appeal hearing process.

(f) Contracted services

- (1) In order to fulfill the requirements of this section, the City Manager or their designee is authorized to contract on behalf of the City with any objective, neutral third party qualified to assess allegations of discrimination under this section for the purpose of receiving complaints, conducting investigations, rendering written determinations of whether there is reasonable cause to believe a violation of this ordinance has occurred, conducting informal dialogues or mediations of complaints, and advising the Director of the Commission of the results of any investigation, informal dialogue, or mediation of complaints.

Sec. 2-437.2. Investigation of individual housing discrimination complaints and issuance of findings.

(a) Complaints and Answers (in accordance with 42 U.S.C. § 3610 and 24 C.F.R. § 115.204)

- (1) The Director shall develop and implement a central intake procedure to be used by the Office of Human Rights for receiving and processing individual inquiries that allege an unlawful, discriminatory housing practice.
- (2) Upon the receipt of such inquiry, the Director or other designated professional staff shall conduct an initial assessment to determine if the inquiry is jurisdictional. The inquiry may be dismissed by the Director without further action if it is non-jurisdictional.
- (3) If the inquiry is not dismissed, any person claiming to be aggrieved by an unlawful discriminatory housing practice may file a complaint in writing with the Office of Human Rights not more than one year (365 calendar days) following the alleged discriminatory act. The complaint shall be in such detail as to substantially apprise any party properly concerned as to the time, place, and facts surrounding the alleged unlawful discrimination.
- (4) Where the Commission identifies a systemic, discriminatory housing practice, the Commission may, upon majority vote of its members, request that the Director file a complaint of housing discrimination in situations where there is no named complainant. The Director, on the Director's own initiative, may also file such a complaint.
- (5) The Director may also investigate housing practices to determine whether a

complaint should be brought under this section.

- (6) If the City of Charlottesville is the named respondent in an inquiry of housing discrimination received by Office of Human Rights, the Director shall dismiss the inquiry as non-jurisdictional and inform the aggrieved individual of the option to file with an appropriate state or federal agency.
- (7) If a current or former City of Charlottesville Human Rights Commissioner is a party to an inquiry of housing discrimination received by the Office of Human Rights, and the case is jurisdictional, the Director may attempt to resolve the complaint through alternative dispute resolution. If the complaint cannot be resolved through alternative dispute resolution, the Director shall administratively close the case and inform the aggrieved individual of the option to file with an appropriate state or federal agency.
- (8) Upon the filing of such a complaint,
 - (A) The Director shall serve notice upon the aggrieved person acknowledging such filing and advising the aggrieved person of the time limits and choice of forums provided under this ordinance.
 - (B) The Director shall, not later than ten (10) calendar days after such filing or the identification of an additional respondent, serve on the respondent a notice identifying the alleged discriminatory housing practice and advising such respondent of the procedural rights and obligations of respondents under this ordinance, together with a copy of the original complaint.
 - (C) Each respondent may file, not later than ten (10) calendar days after receipt of notice from the Director, an answer to such complaint.
 - (D) The Office of Human Rights shall commence proceedings with respect to the complaint before the end of the thirtieth (30th) calendar day after receipt of the complaint.
- (9) Complaints and answers shall be under oath or affirmation and may be reasonably and fairly amended at any time.
- (10) A person who is not named as a respondent in a complaint, but who is identified as a respondent in the course of investigation, may be joined as an additional or substitute respondent upon written notice to such person, from the Director. Such notice shall explain the basis for the Director's belief that the person to whom the notice is addressed is properly joined as a respondent.
- (11) Under this section, if the City has entered a FHAP workshare agreement, all decision-making authority with respect to acceptance and investigation of a complaint, approval of a conciliation agreement, dismissal of a complaint, final administrative disposition of a complaint, and/or decision-making regarding whether a particular matter will or will not be pursued shall be held by staff of the Office of Human Rights. If the City has not entered a FHAP workshare agreement, the City Manager or their designee is authorized to delegate such decision-making authorities to any objective, neutral third party qualified to assess allegations of discrimination under this section. The third party shall advise the Director of the Commission of

the results of any delegated decision-making.

(b) Further action

- (1) Further action for housing discrimination complaints, as authorized by this ordinance, may include informal dialogue, mediation, conciliation, and/or investigation of the complaint.
- (2) It shall be the responsibility of the aggrieved individual to provide current and updated contact information to the Office of Human Rights from the date of filing through the completion of any further action.
- (3) If, during the process of informal dialogue, mediation, conciliation or investigation, the complainant does not respond to communication or requests for information from the ~~Investigator~~ Office of Human Rights for a period of thirty (30) calendar days, the Director shall serve written notice of pending case closure on the complainant stating that the case ~~will~~ shall be administratively closed if the complainant does not respond within thirty (30) calendar days of the date the written notice is issued.
 - (A) If the complainant responds to the notice of pending case closure within thirty (30) calendar days of the date the notice was issued, the case shall remain open.
 - (B) If the complainant does not respond within thirty (30) calendar days of the date the notice was issued, or if the complainant responds within the thirty (30) calendar-day timeframe but does not respond to subsequent communication or requests for information for another thirty (30) calendar-day period, the case shall be administratively closed without further notice.
- (4) The complainant may, following the administrative closure of the case, re-file the complaint at a future date, provided that the complaint is filed within three hundred sixty-five (365) calendar days of the alleged discriminatory event detailed in the original complaint.
- (5) If, during the process of informal dialogue, mediation, conciliation, or investigation, the respondent does not respond to communication or requests for information from the ~~Investigator~~ Office of Human Rights for a period of thirty (30) calendar days, the Director may serve written notice on the respondent that the investigation may proceed without the requested information and that a determination on the case shall be rendered upon completion of the investigation.

(c) Alternative dispute resolution (in accordance with 42 U.S.C. § 3610 and 24 C.F.R. §115.204)

- (1) During the period beginning with the filing of such complaint and ending with the filing of a charge or a dismissal by the Director, the Director shall, to the extent feasible, engage in informal dialogue, mediation, or conciliation with respect to such complaint.
 - (A) For the purposes of this section, informal dialogue shall refer to a voluntary meeting between the complainant and respondent to explore resolution that does not result in a written settlement agreement.

- (B) For the purposes of this section, mediation shall refer to a facilitated dialogue resulting in a written settlement agreement between the respondent and complainant.
 - (C) For the purposes of the section, conciliation shall refer to a facilitated dialogue resulting in a written settlement agreement between the respondent, complainant, and the City, and such agreement shall be subject to approval by the Director.
- (2) The Director shall propose an initial meeting between the parties for the purpose of exploring a resolution of the complaint through voluntary informal dialogue, mediation, or conciliation.
 - (3) Nothing herein shall be interpreted as requiring any party to participate in informal dialogue, mediation, conciliation, or any other resolution efforts.
 - (4) Materials used and communications made during informal dialogue, mediation, or conciliation concerning a complaint of unlawful discrimination shall be confidential and shall not be disclosed to the public by the Director, the Commission, or Office of Human Rights staff unless disclosure is authorized in writing by all parties to the dispute.
 - (5) If informal dialogue is concluded to the satisfaction of the complainant, the complaint will be considered resolved upon the complainant's written or verbal withdrawal of the complaint.
 - (6) If the mediation or conciliation is concluded to the satisfaction of both parties, the complaint will be considered resolved upon the parties' execution of a written settlement agreement. Unless all parties agree otherwise, the execution of a written agreement is solely for the purpose of settling a disputed claim and does not constitute an admission by any party that the law or this ordinance has been violated. No further action on the initial complaint will be taken by the Commission or the Office of Human Rights staff once the agreement is executed.
 - (7) If informal dialogue, mediation, or conciliation is not successful, the Director or designee shall conduct an investigation.
 - (8) Concurrent with the investigation or after release of the investigative report, a conciliation agreement arising out of such complaint shall be an agreement between the respondent, the complainant, and the City of Charlottesville, and shall be subject to approval by the Director.
 - (A) Each conciliation agreement shall be made public unless the parties otherwise agree and the Director determines that disclosure is not required to further the purposes of this Ordinance.
 - (B) Notwithstanding the foregoing requirements for mutual agreement to publication of a conciliation agreement, the City of Charlottesville may provide a copy of the conciliation agreement as otherwise required by operation of law.
- (d) Failure to comply with conciliation agreement (in accordance with 42 U.S.C. § 3610 and 24 C.F.R. §115.204)

(1) Whenever the Director has reasonable cause to believe that a respondent has breached a conciliation agreement, the Director shall refer the matter to the City Attorney's Office for enforcement. The City Attorney is authorized by City Council to take such action as is necessary to enforce the agreement, including the hiring of an Attorney to enforce the rights granted under this ordinance in a Court of competent jurisdiction at the City's sole expense.

(e) Investigation (in accordance with 42 U.S.C. § 3610 and 24 C.F.R. §115.204)

(1) Upon the filing of a complaint under this section, the Director shall assign an Investigator to make an investigation of the alleged discriminatory housing practice and complete such investigation within one hundred (100) calendar days after the filing of the complaint, unless it is impracticable to do so.

(2) If the Investigator is unable to complete the investigation within one hundred (100) calendar days after the filing of the complaint, the Director shall notify the complainant and respondent in writing of the reasons for not doing so.

(3) Statements received by the Investigator from the complainant, respondents, and witnesses as part of an investigation shall be under oath or affirmation and may be reasonably and fairly amended at any time.

(4) When conducting an investigation of a complaint filed under this ordinance, the Investigator shall have the right to interview any person who may have any information which may further the investigation and to request production of any records or documents for inspection and copying in the possession of any person which may further the investigation. Such persons shall be interviewed under oath. The Director or designated subordinates shall have the authority to collect, inspect, and copy records under this ordinance.

(5) In accordance with 42 U.S.C. §3611, if during an investigation any person refuses to comply with a request by the Director or Office staff to produce data, information, documents, or other tangible evidence or refuses to appear as a witness for the gathering of evidence necessary to determine whether a violation of this ordinance has occurred, the Director, after a good faith effort to obtain such evidence or attendance of witnesses, may petition a court of appropriate jurisdiction for a subpoena against any such person refusing to produce such evidence or refusing to appear as a witness, and such court may, upon good cause shown, cause the subpoena to be issued.

(A) Said subpoenas and requests for information may be ordered to the same extent and subject to the same limitations as would apply if the subpoenas or requests for information were ordered or served as part of a civil action in the Commonwealth of Virginia.

(B) For purposes of this section, "person" includes any individual, partnership, corporation, association, legal representative, mutual company, joint stock company, trust, unincorporated organization, employee, employer, employment agency, labor organization, joint labor-management committee, or an agent thereof.

- (C) Neither the complainant nor the respondent shall have the right to demand that a subpoena be issued.
 - (D) Any witness subpoena issued under this section shall include a statement that any statements made will be under oath and that the respondent or other witness is entitled to be represented by an attorney.
 - (E) Any person failing to comply with a subpoena issued under this section shall be subject to punishment for contempt by the court issuing the subpoena. Any person so subpoenaed may petition the Charlottesville Circuit Court to quash the subpoena.
 - (F) In case of refusal or neglect to obey a subpoena, the Director may petition for its enforcement in the Circuit Court of the City of Charlottesville. The Circuit Court of the City of Charlottesville will be requested to give these cases priority on the court docket.
- (6) At the end of each investigation under this section, the Investigator shall prepare a final investigative report containing:
- (A) the names and dates of contacts with witnesses;
 - (B) a summary and the dates of correspondence and other contacts with the aggrieved person and the respondent;
 - (C) a summary description of other pertinent records;
 - (D) a summary of witness statements; and
 - (E) answers to questions submitted during the course of the investigation, where applicable.
- (7) A final report under this paragraph may be amended if additional evidence is later discovered.
- (f) Prohibitions and requirements with respect to disclosure of information (in accordance with 42 U.S.C. § 3610 and 24 C.F.R. §115.204)
- (1) Nothing said or done in the course of conciliation under this subchapter may be made public or used as evidence in a subsequent proceeding under this subchapter without the written consent of the parties to the conciliation.
 - (2) Notwithstanding Sec. 2-440., the Director shall make available to the aggrieved person and the respondent, at any time, upon request following completion of the investigation, information derived from an investigation and any final investigative report relating to that investigation, such information shall be redacted to exclude any personal identifying information protected from disclosure by state or federal law.
- (g) Prompt judicial action (in accordance with 42 U.S.C. § 3610 and 24 C.F.R. §115.204)
- (1) If the Director, in consultation with the City Attorney, concludes at any time following the filing of a complaint that prompt judicial action is necessary to carry out the purposes of this subchapter, the Director may refer the matter to the City Attorney with a request for appropriate temporary or preliminary relief pending final

disposition of the complaint under this section. Upon receipt of authorization from the City Manager, the City Attorney shall promptly commence and maintain such an action, as needed. Any temporary restraining order or other order granting preliminary or temporary relief shall be issued in accordance with the authority granted by a Court of competent jurisdiction. The commencement of a civil action under this subsection does not affect the initiation or continuation of further action, as authorized by the Director under this ordinance.

- (2) Whenever the Director, in consultation with the City Attorney, has reason to believe that a basis may exist for the commencement of proceedings against any respondent by any governmental licensing or supervisory authorities, the Director shall transmit the information upon which such belief is based to the City Attorney or to such other agency or authority with appropriate jurisdiction.
- (h) Reasonable cause determination and effect (in accordance with 42 U.S.C. § 3610 and 24 C.F.R. §115.204)
- (1) The Director shall, within one hundred (100) calendar days after the filing of the complaint, determine based on the facts whether reasonable cause exists to believe that a discriminatory housing practice has occurred or is about to occur, unless it is impracticable to do so, or unless the Director has approved a conciliation agreement with respect to the complaint. If the Director is unable to make the determination within one hundred (100) calendar days after the filing of the complaint, the Director shall notify the complainant and respondent in writing of the reasons for not doing so.
 - (A) The Commission and/or Office shall make a final administrative disposition of a complaint filed under this section within one year (365 calendar days) of the date of receipt of a complaint, unless it is impracticable to do so. If the Commission and/or Office is unable to do so, it shall notify the parties, in writing, of the reasons for not doing so.
 - (2) If the Director determines that reasonable cause exists to believe that a discriminatory housing practice has occurred or is about to occur, the Director shall, unless a resolution has been reached through informal dialogue, mediation, or conciliation, immediately render a determination on behalf of the aggrieved person.
 - (3) If the Director, in consultation with the City Attorney, renders a determination of reasonable cause on behalf of the aggrieved person, the Director shall issue a charge on behalf of the aggrieved person for further civil action proceedings. Such charge:
 - (A) shall consist of a short and plain statement of the facts upon which the Director has found reasonable cause to believe that a discriminatory housing practice has occurred or is about to occur;
 - (B) shall be based on the final investigative report; and
 - (C) need not be limited to the facts or grounds alleged in the complaint filed under Sec. 2-437.2.(a).
 - (4) If the Director, in consultation with the City Attorney, determines that the matter involves the legality of any State or local zoning or other land use law or ordinance,

the Director shall immediately refer the matter to the City Attorney with a recommendation for appropriate civil action instead of issuing such charge.

- (5) If the Director determines that there is ~~no insufficient~~ reasonable cause to believe a violation of this ordinance has been committed, the Director shall dismiss the complaint and advise the complainant in writing that such dismissal shall become final unless, within ten (10) calendar days of receipt of the notice of dismissal, the complainant ~~files with the Commission a request for a~~ contacts the Office of Human Rights to request a review of the determination of the Director through the Commission's public administrative appeal hearing process.
 - (6) The Director may not issue a charge under this section regarding an alleged discriminatory housing practice after the beginning of the trial of a civil action commenced by the aggrieved party under an Act of Congress or a State law, seeking relief with respect to that discriminatory housing practice.
- (i) Service of copies of charge (in accordance with 42 U.S.C. § 3610 and 24 C.F.R. § 115.204)
 - (1) After the Director issues a charge under this section, the Director shall cause a copy thereof, together with information as to how to make an election of judicial determination under this ordinance and the effect of such an election, to be served:
 - (A) on each respondent named in such charge, together with a notice of opportunity for a public administrative hearing by the Commission, under section 2-439.1 of this ordinance, at a time and place specified in the notice, unless that election is made; and
 - (B) on each aggrieved person on whose behalf the complaint was filed.
 - (j) Election of judicial determination (in accordance with 42 U.S.C. § 3612)
 - (1) When a charge is filed under section 2-437.2. of this ordinance, a complainant, a respondent, or an aggrieved person on whose behalf the complaint was filed, may elect to have the claims asserted in that charge decided in a civil action in lieu of a public administrative hearing by the Commission under Sec. 2-439.1. The election must be made not later than twenty (20) calendar days after the receipt by the electing person of service of copies of the charge or, in the case of the Director, not later than twenty (20) calendar days after such service. The person making such election shall give notice of doing so to the Director and to all other complainants and respondents to whom the charge relates.
 - (k) Civil action for enforcement when a charge is issued or election is made for such civil action (in accordance with 42 U.S.C. § 3612)
 - (1) If an election of judicial determination is made, the City Attorney shall commence and maintain a civil action on behalf of the aggrieved person in a Court of competent jurisdiction seeking relief to this subsection, not later than thirty (30) calendar days after the authorization or election is made.
 - (A) For the purposes of pursuing a civil action under this section, the City Attorney is authorized to contract qualified legal counsel on behalf of the City at the City's sole expense.

- (2) Any aggrieved person with respect to the issues to be determined in a civil action under this subsection may intervene as of right in that civil action.
 - (3) In a civil action under this subsection, if the court finds that a discriminatory housing practice has occurred or is about to occur, the court may grant as relief any relief with respect to such discriminatory housing practice in a civil action under 42 U.S.C. § 3613. Any relief so granted that would accrue to an aggrieved person in a civil action commenced by that aggrieved person under 42 U.S.C. § 3613 shall also accrue to that aggrieved person in a civil action under this subsection.
- (l) Civil action by private persons (in accordance with 42 U.S.C. § 3613)
- (1) An aggrieved person, regardless of the status of the complaint, may commence a civil action in a Court of competent jurisdiction within the City of Charlottesville not later than two (2) years after the occurrence or the termination of an alleged discriminatory housing practice, or the breach of a conciliation agreement entered into under this subchapter, whichever occurs last, to obtain appropriate relief with respect to such discriminatory housing practice or breach.
 - (2) The computation of such 2-year period shall not include any time during which an administrative proceeding under this subchapter was pending with respect to a complaint or charge under this subchapter based upon such discriminatory housing practice. This subparagraph does not apply to actions arising from a breach of a conciliation agreement.
 - (3) An aggrieved person may commence a civil action under this subsection whether or not a complaint has been filed under Sec. 2-437.2.(a) of this ordinance and without regard to the status of any such complaint, but if the Director has obtained a mediation or conciliation agreement with the consent of an aggrieved person, no action may be filed under this subsection by such aggrieved person with respect to the alleged discriminatory housing practice which forms the basis for such complaint except for the purpose of enforcing the terms of such an agreement.
- (m) Relief which may be granted (in accordance with 42 U.S.C. § 3612 and 24 C.F.R. § 115.204)
- (1) In a civil action under this ordinance, if the court finds that a discriminatory housing practice has occurred or is about to occur, the court may award to the plaintiff actual and punitive damages, and may grant as relief, as the court deems appropriate, any permanent or temporary injunction, temporary restraining order, or other order (including an order enjoining the defendant from engaging in such practice or ordering such affirmative action as may be appropriate).
 - (A) Such relief may include actual damages suffered by the aggrieved person and injunctive or other equitable relief. Such order may, to vindicate the public interest, assess a civil penalty against the respondent:
 - (i) in an amount not exceeding \$10,000 if the respondent has not been adjudged to have committed any prior discriminatory housing practice;
 - (ii) in an amount not exceeding \$25,000 if the respondent has been

adjudged to have committed one other discriminatory housing practice during the 5-year period ending on the date of the filing of this charge; and

(iii) in an amount not exceeding \$50,000 if the respondent has been adjudged to have committed 2 or more discriminatory housing practices during the 7-year period ending on the date of the filing of this charge; except that if the acts constituting the discriminatory housing practice that is the object of the charge are committed by the same natural person who has been previously adjudged to have committed acts constituting a discriminatory housing practice, then the civil penalties may be imposed without regard to the period of time within which any subsequent discriminatory housing practice occurred.

- (2) In a civil action, the court, in its discretion, may allow the prevailing party, other than the City of Charlottesville, a reasonable attorney's fee and costs.
- (3) Relief granted under this section shall not affect any contract, sale, encumbrance, or lease consummated before the granting of such relief and involving a bona fide purchaser, encumbrancer, or tenant, without actual notice of the filing of a complaint with the Director or civil action under this subchapter.

(n) Intervention by the City

- (1) Upon timely application, the City may intervene in a private civil action if the City certifies that the case is of general, public importance. Upon such intervention, the City may obtain such relief as would be available to the City under 42 U.S.C. § 3614 in a civil action to which such section applies.

(o) Contracted services

- (1) In order to fulfill the requirements of this section, if the City has entered into a FHAP workshare agreement, the City Manager or their designee is authorized to contract on behalf of the City with any objective, neutral third party for the purpose of conducting informal dialogue or mediation with respect to resolution of complaints and advising the Director of the Commission of the results of such proceedings.
- (2) In order to fulfill the requirements of this section, if the City has not entered into a FHAP workshare agreement, the City Manager or their designee is authorized to contract on behalf of the City with any objective, neutral third party qualified to assess allegations of discrimination under this section for the purpose of receiving complaints, conducting investigations, rendering written determinations of whether there is reasonable cause to believe a violation of this ordinance has occurred, conducting informal dialogues, mediations, or conciliations of complaints, and advising the Director of the Commission of the results of any investigation, informal dialogue, mediation, or conciliation of complaints.

Sec. 2-437.3. Investigation of individual public accommodation, credit, or private education discrimination complaints and issuance of findings.

(a) Complaints and answers

- (1) The Director shall develop and implement a central intake procedure to be used by the Office of Human Rights for receiving and processing individual inquiries that allege an unlawful, discriminatory public accommodation, credit, or private education practice.
- (2) Upon the receipt of such inquiry, the Director or other designated professional staff shall conduct an initial assessment to determine if the inquiry is jurisdictional. The inquiry may be dismissed by the Director without further action if it is non-jurisdictional.
- (3) If the inquiry is not dismissed, any person claiming to be aggrieved by an unlawful, discriminatory public accommodation, credit, or private education practice may file a complaint in writing with the Office of Human Rights not more than 180 calendar days following the alleged discriminatory act. The complaint shall be in such detail as to substantially apprise any party properly concerned as to the time, place, and facts surrounding the alleged unlawful discrimination.
- (4) For complaints alleging an unlawful, discriminatory public accommodation, credit, or private education practice within the jurisdiction of the City, the Director or other designated professional staff are authorized to undertake further action as detailed in Sec. 2- 437.3.(b).
- (5) For inquiries alleging an unlawful, discriminatory public accommodation, credit, or private education practice that falls outside the jurisdiction of the City, the Director or other designated professional staff shall dismiss the inquiry as non-jurisdictional and inform the aggrieved individual of the option to file with an appropriate state or federal agency.
- (6) If the City of Charlottesville is the named respondent in an inquiry of public accommodation, credit, or private education discrimination received by Office of Human Rights, the Director or other designated professional staff shall dismiss the inquiry as non-jurisdictional and inform the aggrieved individual of the option to file with an appropriate state or federal agency.
- (7) If a current or former City of Charlottesville Human Rights Commissioner is a party to an inquiry of public accommodation, credit, or private education discrimination received by the Office of Human Rights, and the case is jurisdictional, the Director may attempt to resolve the complaint through alternative dispute resolution. If the complaint cannot be resolved through alternative dispute resolution, the Director shall administratively close the case and inform the aggrieved individual of the option to file with an appropriate state or federal agency.
- (8) Upon the filing of a complaint of discrimination, the Director shall serve notice of the complaint on the complainant and each respondent named therein. Said notice shall be served in a timely manner and specify the allegation, citing the

evidence that supports further action, advising all parties of the time limits and choice of forums under this ordinance, and indicating the action to be taken.

(b) Further action

- (1) Further action for public accommodation, credit, or private education discrimination complaints, as authorized by this ordinance, may include informal dialogue, and/or investigation of the complaint.
- (2) It shall be the responsibility of the aggrieved individual to provide current and updated contact information to the Office of Human Rights from the date of filing through the completion of any further action.
- (3) If, during the process of informal dialogue, mediation, or investigation, the complainant does not respond to communication or requests for information from the ~~Investigator~~ Office of Human Rights for a period of thirty (30) calendar days, the Director shall serve written notice of pending case closure on the complainant stating that the case ~~will~~ shall be administratively closed if the complainant does not respond within thirty (30) calendar days of the date the written notice is issued.
 - (A) If the complainant responds to the notice of pending case closure within thirty (30) calendar days of the date the notice was issued, the case shall remain open.
 - (B) If the complainant does not respond within thirty (30) calendar days of the date the notice was issued, or if the complainant responds within the thirty (30) calendar-day timeframe but does not respond to subsequent communication or requests for information for another thirty (30) calendar-day period, the case shall be administratively closed without further notice.
- (4) The complainant may, following the administrative closure of the case, re-file the complaint at a future date, provided that the complaint is filed within one hundred and eighty (180) calendar days of the alleged discriminatory event detailed in the original complaint.
- (5) If, during the process of informal dialogue, mediation or investigation, the respondent does not respond to communication or requests for information from the ~~Investigator~~ Office of Human Rights for a period of thirty (30) calendar days, the Director may serve written notice on the respondent that the investigation may proceed without the requested information and that a determination on the case shall be rendered upon completion of the investigation.

(c) Alternative dispute resolution

- (1) During the period beginning with the filing of such complaint and ending with the rendering of a determination or a dismissal by the Director, the Director shall, to the extent feasible, engage in informal dialogue or mediation with respect to such complaint.
- (2) The Director shall propose an initial meeting between the parties for the purpose of exploring alternative dispute resolution of the complaint through voluntary

informal dialogue or mediation.

(A) For the purposes of this section, informal dialogue shall refer to a voluntary meeting between the complainant and respondent to explore resolution that does not result in a written settlement agreement.

(B) For the purposes of this section, mediation shall refer to a facilitated dialogue resulting in a written settlement agreement between the respondent and complainant.

- (3) Nothing herein shall be interpreted as requiring any party to participate in informal dialogue, mediation, or any other resolution efforts.
- (4) Materials used and communications made during informal dialogue or mediation concerning a complaint of unlawful discrimination shall be confidential and shall not be disclosed to the public by the Director, the Commission, or Office of Human Rights staff unless disclosure is authorized in writing by all parties to the dispute.
- (5) If informal dialogue is concluded, the complaint shall be considered resolved upon the complainant's written or verbal withdrawal of the complaint.
- (6) If the mediation is concluded to the satisfaction of both parties, the complaint shall be considered resolved upon the parties' execution of a written settlement agreement. Unless all parties agree otherwise, the execution of a written agreement is solely for the purpose of settling a disputed claim and does not constitute an admission by any party that the law or this ordinance has been violated. No further action on the initial complaint shall be taken by the Commission or the Office of Human Rights staff once the agreement is executed.
- (7) If informal dialogue or mediation is not successful, the Director or designee shall conduct an investigation.

(d) Investigation

- (1) Upon the filing of a complaint under this section, the Director shall assign an Investigator to make an investigation of the alleged discriminatory practice for the purpose of rendering a written determination as to whether there is reasonable cause to believe a violation of this ordinance occurred and the facts supporting such determination.
- (2) The Investigator shall complete such investigation within one hundred and eighty (180) calendar days after the filing of the complaint unless it is impracticable to do so. If the Investigator is unable to complete the investigation within one hundred and eighty (180) calendar days after the filing of the complaint, the Director shall notify the complainant and respondent in writing of the reasons for not doing so.
- (3) Statements received by the Investigator from the complainant, respondents, and witnesses as part of an investigation shall be under oath or affirmation and may be reasonably and fairly amended at any time.
- (4) When conducting an investigation of a complaint filed under this ordinance, the

Investigator shall have the right to interview any person who may have any information which may further the investigation and to request production of any records or documents for inspection and copying in the possession of any person which may further the investigation. Such persons shall be interviewed under oath. The Director or designated subordinates shall have the authority to collect, inspect, and copy records under this ordinance.

- (5) If during an investigation any person refuses to comply with a request by the Director or Office staff to produce data, information, documents, or other tangible evidence or refuses to appear as a witness for the gathering of evidence necessary to determine whether a violation of this ordinance has occurred, the Director, after a good faith effort to obtain such evidence or attendance of witnesses, may petition a court of appropriate jurisdiction for a subpoena against any such person refusing to produce such evidence or refusing to appear as a witness, and such court may, upon good cause shown, cause the subpoena to be issued.
 - (A) Said subpoenas and requests for information may be ordered to the same extent and subject to the same limitations as would apply if the subpoenas or requests for information were ordered or served as part of a civil action in the Commonwealth of Virginia.
 - (B) For purposes of this section, “person” includes any individual, partnership, corporation, association, legal representative, mutual company, joint stock company, trust, unincorporated organization, employee, employer, employment agency, labor organization, joint labor-management committee, or an agent thereof.
 - (C) Neither the complainant nor the respondent shall have the right to demand that a subpoena be issued.
 - (D) Any witness subpoena issued under this section shall include a statement that any statements made will be under oath and that the respondent or other witness is entitled to be represented by an attorney.
 - (E) Any person failing to comply with a subpoena issued under this section shall be subject to punishment for contempt by the court issuing the subpoena. Any person so subpoenaed may petition the Charlottesville Circuit Court to quash the subpoena.
 - (F) In case of refusal or neglect to obey a subpoena, the Director may petition for its enforcement in the Circuit Court of the City of Charlottesville. The Circuit Court of the City of Charlottesville will be requested to give these cases priority on the court docket.
 - (6) Upon the conclusion of the investigation, the Investigator shall prepare an investigative report for submission to the Director.
- (e) Reasonable cause determination and effect
- (1) Upon completion of an investigation and submission of the investigative report, the Director shall render a written determination of whether there is reasonable cause to believe a violation of this ordinance has been committed and the facts

supporting such determination. The written determination shall promptly be served on the parties.

- (2) If the Director determines that there is reasonable cause to believe that a violation of this ordinance has been committed, the Director shall immediately endeavor to eliminate any alleged unlawful discriminatory practice through informal dialogue or mediation.
- (3) If the complaint cannot be resolved through informal dialogue or mediation, the Director shall proceed with the preparation of materials for consideration by the Commission for the purpose of holding a vote on whether to conduct a public administrative hearing on the complaint.
- (4) Such materials shall include a copy of the written determination with the names and identifying information of the complainant, respondent, respondent's agents, and any witnesses redacted.
- (5) Upon request by the Commission, the Director shall provide a copy of the full investigative report with the names and identifying information of the complainant, respondent, respondent's agents, and any witnesses redacted.
- (6) If the Director determines that there is ~~no insufficient~~ reasonable cause to believe a violation of this ordinance has been committed, the Director shall dismiss the complaint and advise the complainant in writing that such dismissal shall become final unless, within ten (10) calendar days of receipt of the notice of dismissal, the complainant ~~files with the Commission a request for a~~ contacts the Office of Human Rights to request a review of the determination of the Director through the Commission's public administrative appeal hearing process.

(f) Contracted services

- (1) In order to fulfill the requirements of this section, the City Manager or their designee is authorized to contract on behalf of the City with any objective, neutral third party qualified to assess allegations of discrimination under this section for the purpose of receiving complaints, conducting investigations, rendering written determinations of whether there is reasonable cause to believe a violation of this ordinance has occurred, conducting informal dialogues or mediations of complaints, and advising the Director of the Commission of the results of any investigation, informal dialogue, or mediation of complaints.

Sec. 2-438. Interference, coercion, intimidation, or retaliation prohibited.

- (a) In accordance with 42 U.S.C. § 3617, it shall be unlawful to coerce, intimidate, threaten, or interfere with any person in the exercise or enjoyment of, or on account of having exercised or enjoyed, or on account of having aided or encouraged any other person in the exercise or enjoyment of, or on account of having filed a complaint of discrimination regarding any right granted or protected by this ordinance.
- (b) Any person experiencing such interference, coercion, intimidation, or retaliation in connection with a complaint of unlawful discrimination received or in process under this ordinance may file a retaliation complaint with the Office of Human Rights. The complaint shall be in such detail as to substantially apprise any party properly concerned as to the time,

place, and facts surrounding the alleged unlawful retaliation.

- (c) Retaliation complaints shall be processed in the same manner as complaints of unlawful discrimination and such process shall be determined by the protected activity named in the original complaint to which the alleged retaliation is linked or by the protected activity in which the complainant was engaged and which was impacted by the alleged retaliation.

Sec. 2-439.1. Enforcement authority – The role of the Commission regarding individual complaints of discrimination.

(a) Administrative hearings generally

- (1) The Commission shall serve as an administrative hearing body with the authority to review appeals and reasonable cause determinations for complaints of individual discrimination received and investigated by the Office of Human Rights.
- (2) In complaints of housing discrimination, if the Director determines that there is reasonable cause to believe a violation did occur, a charge is filed, and either party elects to pursue judicial determination through a civil action in a court of competent jurisdiction, under Sec. 2-437.2. of this ordinance, the Commission shall not hold an administrative hearing and any proceedings in process shall cease. If an election is not made, the Commission shall hold an administrative hearing on behalf of the complainant.
- (3) If an administrative hearing is to be held, the Commission shall promptly notify the parties of the time, date, and location of the hearing and serve upon them a statement of the charges against the respondent, the Director's summary of the evidence and recommended remedies, and the issues to be considered at the hearing. The notice and statement shall be served no later than fourteen (14) calendar days prior to the date of the hearing.
- (4) The Commission shall have the option to consider all of the allegations and issues set forth in the complaint or, in its discretion, may limit the scope of the administrative hearing to one or more of the allegations or issues.
- (5) Administrative hearings of the Commission may be held before the entire Commission or before designated hearing panels, consisting of three or more members of the Commission, as the Commission in its discretion may determine. The Chair or a Commissioner designated by the Chair shall preside over the hearing, which shall be open to the public.
- (6) Any Commissioner that has a conflict of interest with respect to a complaint brought before the Commission for an administrative hearing shall disclose the conflict of interest to the Chair and recuse themselves from service on the hearing panel for that specific complaint. A conflict of interest may exist when a Commissioner's ability to exercise objective judgement could be reasonably questioned. The Director shall make the final determination about whether a conflict of interest exists.
- (7) Prior to the administrative hearing, the Director shall provide the Commission

with a copy of the investigative report and any findings or determinations resulting from the investigation. During an administrative hearing, the Commission shall base its findings and recommendations on a review of the existing record and any additional evidence acquired by the Commission, at its discretion, through the Office of Human Rights, prior to the hearing. Neither party to the complaint shall be entitled to submit unsolicited written statements or arguments, present oral defense or documentary evidence, or conduct cross examinations during the administrative hearing.

- (8) Any investigative report, findings, determinations, or additional evidence provided to the Commission by the Office of Human Rights for purposes of an administrative hearing shall be redacted to remove any personal identifying information in accordance with Va. Code Ann. § 2.2-3800 et seq.
- (9) The Commission shall keep a full record of the administrative hearing, and such record shall be public and open to inspection by any person unless otherwise provided by any applicable law or regulations. Any party may request that the Commission furnish such party a copy of the hearing record and shall reimburse the Commission for the cost of producing the copy.
- (10) In matters where any party is represented by counsel, the office of the City Attorney shall provide an attorney as counsel to the Commission who will also assist the Director in preparing the case.
- (11) Whenever the Commission requires additional evidence to determine whether reasonable cause exists to believe any person has engaged in or is engaging in any unlawful discriminatory practice, the Commission, after a good faith effort to obtain such evidence or attendance of witnesses through the Office of Human Rights, may petition a court of appropriate jurisdiction for a subpoena against any such person refusing to produce such evidence or refusing to appear as a witness, and such court may, upon good cause shown, cause the subpoena to be issued.
 - (A) Said subpoenas and requests for information may be ordered to the same extent and subject to the same limitations as would apply if the subpoenas or requests for information were ordered or served as part of a civil action in the Commonwealth of Virginia.
 - (B) For purposes of this section, “person” includes any individual, partnership, corporation, association, legal representative, mutual company, joint stock company, trust, unincorporated organization, employee, employer, employment agency, labor organization, joint labor-management committee, or an agent thereof.
 - (C) Neither the complainant nor the respondent shall have the right to demand that a subpoena be issued.
 - (D) Any witness subpoena issued under this section shall include a statement that any statements made will be under oath and that the respondent or other witness is entitled to be represented by an attorney.
 - (E) Any person failing to comply with a subpoena issued under this section

shall be subject to punishment for contempt by the court issuing the subpoena. Any person so subpoenaed may petition the Charlottesville Circuit Court to quash the subpoena.

(F) In case of refusal or neglect to obey a subpoena, the Commission may petition for its enforcement in the Circuit Court of the City of Charlottesville. The Circuit Court of the City of Charlottesville will be requested to give these cases priority on the court docket.

(12) The Commission shall have the authority to grant relief, as permitted under Virginia law, or to issue recommendations for appropriate remedies, for complaints reviewed during an administrative hearing. If, after the hearing, the Commission determines by a preponderance of the evidence that the respondent has committed or is committing the alleged violation(s) of this ordinance, the Commission shall state its findings in a written resolution and may issue recommendations, to be served promptly on the parties. Such recommendations may include:

(A) the pursuit of remedies through alternative dispute resolution.

(B) a referral to the City Attorney for the consideration of potential civil action.

(C) notice to the respondent to cease and desist from such violation(s) and to take such action as may be authorized by law to effectuate the purpose of this ordinance, including but not limited to the payment by respondent of compensatory damages to any person or persons found by the Commission to be so entitled by reason of the violation(s) of this ordinance, or the placement or restoration of any person in or to such status in which the Commission finds they would be but for respondent's violation(s) of this ordinance.

(13) If, after receiving the evidence presented at the administrative hearing, the Commission finds that the respondent has not engaged in the alleged violation(s) of this ordinance, the Commission shall state its findings in a written resolution and shall dismiss the complaint. Prompt notice of such action shall be given to the parties, and such dismissal shall be final.

(14) Nothing herein shall be construed as authorizing the Commission to award damages or grant injunctive relief.

(b) Administrative appeal hearings for determinations of no reasonable cause

(1) The Commission shall serve as a due process appellate body with the authority to hear appeals of determinations of no reasonable cause rendered by the Director on complaints of individual discrimination received and investigated by the Office of Human Rights.

(2) If the Director determines that there is ~~no~~ ~~insufficient~~ reasonable cause to believe a violation of this ordinance has occurred, the Director shall dismiss the complaint and advise the complainant in writing that such dismissal shall become final unless, within ten (10) calendar days of receipt of notice of the dismissal, the complainant ~~files with the Commission a request for a~~ contacts the Office of

Human Rights to request a review of the determination of the Director through the public administrative appeal hearing process.

- (3) On written petition of the complainant, the Commission shall hold
 - (4) an administrative appeal hearing to review the Director's conclusion and shall either overrule or affirm the finding of no reasonable cause.
 - (5) If, at the conclusion of an administrative appeal hearing, the Commission determines by majority vote that reasonable cause exists, it shall prepare a written resolution that includes a summary of the evidence upon which the reversal of the Director's finding is based and recommendations for further action. The Director shall serve notice on both parties of the Commission's finding and pursue appropriate further action, per the Commission's resolution.
 - (6) If, at the conclusion of an administrative appeal hearing, the Commission determines by majority vote that no reasonable cause exists, it shall prepare a written resolution upholding the Director's dismissal of the complaint, and such dismissal shall be final.
- (c) Administrative hearings for determinations of reasonable cause
- (1) If the Director determines that there is reasonable cause to believe a violation did occur and either party declines to participate in alternative dispute resolution, or if such efforts are attempted but unsuccessful, the Director shall prepare a written summary of the evidence on which the determination of reasonable cause is based and shall recommend appropriate remedies for the discriminatory actions in a report to the Commission.
 - (2) For determinations of reasonable cause regarding complaints of employment, public accommodation, credit, or private education discrimination, the Commission shall determine by majority vote whether to hold an administrative hearing on the complaint. The Commission shall base its determination on its judgment as to how enforcement of this ordinance would be best served. If the Commission determines not to hold an administrative hearing, it shall either dismiss the complaint or take such action as it deems appropriate and consistent with the purposes of this ordinance and the powers of the Commission hereunder.
 - (3) For determinations of reasonable cause regarding complaints of housing discrimination, the Commission shall proceed with an administrative hearing on behalf of the complainant if neither party elects to pursue judicial determination through a civil action in a court of competent jurisdiction.

Sec. 2-439.2. Enforcement authority – Court enforcement regarding individual complaints of employment, public accommodation, credit, or private education discrimination.

- (a) If the Commission finds that a respondent has committed a violation of this ordinance and determines that appropriate remedial measures have not been taken, the Commission, through the City Attorney, and subject to approval by the City Council, may file an appropriate action in any court of competent jurisdiction to prove, *de novo*, that the respondent violated this chapter; secure compliance with this chapter; and/or obtain

appropriate relief available under any applicable federal or state statute or regulation including, but not limited to an award of injunctive relief, compensatory and / or punitive damages and a recovery of costs and attorney's fees for any person, including the City, injured as a result of a violation of this chapter.

- (b) If the City Council approves the institution of any proceeding in court, the proceeding shall be brought in the name of the City Council and the Human Rights Commission of the City of Charlottesville.

Sec. 2-440. Confidentiality.

It shall be unlawful for any Commissioner, officer, employee, contractor or staff member of the Commission or Office of Human Rights to disclose or make public any complaints, investigative notes, or other correspondence and information furnished to the Commission or its staff in confidence with respect to a complaint, an investigation, or alternative dispute resolution process involving an alleged unlawful discriminatory practice. A violation of this section shall be a Class 3 misdemeanor.

Sec. 2-441. Annual Report.

The Commission shall make an annual comprehensive report to City Council that outlines its efforts during the preceding year in the areas of identifying and addressing systemic or institutional discrimination; processing individual complaints of unlawful discrimination; and facilitating a community dialogue regarding issues of human rights. The report shall also outline the Commission's work plan for the ensuing year, which shall be subject to approval or modification by City Council.

Sec. 2-442. Severability.

The provisions of the Article are severable, and if any provision, sentence, clause, section or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Article, or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this Article would have been adopted if such illegal, invalid, or unconstitutional provision, sentence, clause, section, or part had not been included therein, and if the person or circumstances to which the chapter or any part thereof is inapplicable had been specifically exempted therefrom.

Sec. 2-443. No waiver of other legal rights.

- (a) Any person who is aggrieved by an unlawful discriminatory practice may bring an appropriate action in a court of competent jurisdiction, including but not limited to a judicial review of a final decision made by the Commission or Office, as provided for by any other applicable law.
- (b) Nothing in this Chapter shall prevent any person from exercising any right or seeking any remedy to which the person might otherwise be entitled; nor shall any person be required to pursue any remedy set forth herein as a condition of seeking relief from any court or other

agency, except as is otherwise provided by applicable Virginia or federal law.

City of Charlottesville Human Rights Commission & Office of Human Rights

Overview of Recommended Amendments to the Charlottesville Human Rights Ordinance

Presented by

Todd Niemeier, Director, Human Rights Commission

Context

- Commission adopted for recommendation to Council on April 16, 2026
- General summary of proposed amendments:
 - Revised Commission membership requirements
 - Updated terms and wording in certain sections
 - Revised protocols regarding Complainant and Respondent non-response
 - Updated protocols for a Complainant's request for appeal
 - Revised delegation of decision-making and contractual services for housing cases
 - Added Commissioner conflict of interest clause for participation in public hearings

Section 2-432. (a)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|--|---|--|
| <p>This section covers the composition and function of the Human Rights Commission.</p> <p>Subsection (a) relates specifically to the membership composition criteria.</p> | <p>Language in subsection (a) was amended, per guidance by the City Attorney, to remove any exclusionary membership criteria.</p> | <p>The changes ensure that the Commission has broad and qualified representation and that criteria are in accordance with state and federal law.</p> |

Section 2-435. (b)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|---|--|--|
| <p>This section covers the role of the Office of Human Rights.</p> <p>Subsection (b) covers the provision of individual assistance.</p> | <p>Language was added to clarify that the Office receives individual contacts that may not result in complaints but may be referred to other appropriate services.</p> | <p>This acknowledges the fact that most incoming contacts are not complaints of discrimination and that all new incoming contacts start as “inquiries” that go through the intake process to determine jurisdiction and coverage under the Human Rights Ordinance.</p> |

Section 2-437.1. (b) (3) & (5)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|--|---|---|
| <p>This section covers the processing of individual employment discrimination complaints.</p> <p>Subsection (b) (3) covers the protocols for Complainant non-response.</p> | <p>Language added to clarify that, following the notice of pending case closure, if the Complainant does not respond within 30 days, or if another 30-day period of non-response occurs after contact is re-established, the case will be administratively closed without further notice.</p> | <p>This prevents cases from entering a cycle of repeated Complainant non-response and repeated notices of pending closure, which results in cases remaining open but inactive or unable to progress for extended periods of time.</p> |
| <p>Subsection (b) (5) covers the protocols for Respondent non-response.</p> | <p>The word “Investigator” was replaced with “Office of Human Rights.”</p> | <p>This ensures that a 30-day period of non-response by the Respondent to requests from any Office staff is grounds for notice of proceeding investigation, which prevents delays in processing cases.</p> |

Section 2-437.1. (e) (6)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|--|--|---|
| <p>This section covers the processing of individual employment discrimination complaints.</p> <p>Subsection (e) (6) covers the protocols for a Complainant’s request for a Commission review of a no reasonable cause finding by the Director.</p> | <p>Changed “insufficient” to “no” reasonable cause.</p> <p>Changed the process for filing a request for review to contacting the Office, rather than the Commission, and referenced the Commission’s public administrative appeal hearing process.</p> | <p>The first change was for consistent language throughout the Ordinance that matches the wording used in state and federal law.</p> <p>The second change acknowledges that the Office handles timely communication regarding open complaints and references the public administrative appeal hearing process for consistency with Section 2-439.1, which outlines hearing protocols.</p> |

Section 2-437.2. (a) (11)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|---|---|---|
| <p>This section covers the processing of individual housing discrimination complaints.</p> <p>Subsection (a) (11) covers the decision-making authority as pertains to complaints.</p> | <p>Added language that specifies decision-making authority if the City has entered a Fair Housing Assistance Program (FHAP) workshare versus if the City has <i>not</i> entered a FHAP workshare.</p> | <p>This change permits the City to choose when and if to delegate decision-making authority to an objective, neutral third party when the City has not entered a FHAP workshare, while preserving the language specifying decision-making authority under a FHAP workshare to maintain substantial equivalence to federal fair housing law, a requirement for FHAP certification.</p> <p>This allows for delegation of authority as needed due to staff vacancies or other conflicts.</p> |

Section 2-437.2. (b) (3) & (5)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|---|---|---|
| <p>This section covers the processing of individual housing discrimination complaints.</p> <p>Subsection (b) (3) covers the protocols for Complainant non-response.</p> | <p>Language added to clarify that, following the notice of pending case closure, if the Complainant does not respond within 30 days, or if another 30-day period of non-response occurs after contact is re-established, the case will be administratively closed without further notice.</p> | <p>This prevents cases from entering a cycle of repeated Complainant non-response and repeated notices of pending closure, which results in cases remaining open but inactive or unable to progress for extended periods of time.</p> |
| <p>Subsection (b) (5) covers the protocols for Respondent non-response.</p> | <p>The word “Investigator” was replaced with “Office of Human Rights.”</p> | <p>This ensures that a 30-day period of non-response by the Respondent to requests from any Office staff is grounds for notice of proceeding investigation, which prevents delays in processing cases.</p> |

Section 2-437.2. (h) (5)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|---|--|---|
| <p>This section covers the processing of individual housing discrimination complaints.</p> <p>Subsection (h) (5) covers the protocols for a Complainant’s request for a Commission review of a no reasonable cause finding by the Director.</p> | <p>Changed “insufficient” to “no” reasonable cause.</p> <p>Changed the process for filing a request for review to contacting the Office, rather than the Commission, and referenced the Commission’s public administrative appeal hearing process.</p> | <p>The first change was for consistent language throughout the Ordinance that matches the wording used in state and federal law.</p> <p>The second change acknowledges that the Office handles timely communication regarding open complaints and references the public administrative appeal hearing process for consistency with Section 2-439.1, which outlines hearing protocols.</p> |

Section 2-437.2. (o) (1) & (2)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|---|---|--|
| <p>This section covers the processing of individual housing discrimination complaints.</p> <p>Subsection (o) specifies the services that can be contracted for processing housing complaints.</p> | <p>This subsection was subdivided into two parts:</p> <ul style="list-style-type: none">(1) Specifies what can be contracted if the City has entered a FHAP workshare.(2) Specifies what can be contracted if the City has <i>not</i> entered a FHAP workshare | <p>These changes expand the opportunities for use of contracted informal dialogue, mediation, conciliation, investigation, or cause finding services for housing complaints when the City has not entered a FHAP workshare.</p> <p>Contracted services are valuable in situations of conflict or staff vacancy so that cases can proceed with minimal delay.</p> |

Section 2-437.3. (b) (3) & (5)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|---|---|---|
| <p>This section covers the processing of individual public accommodation, credit, and private education discrimination complaints.</p> <p>Subsection (b) (3) covers the protocols for Complainant non-response.</p> | <p>Language added to clarify that, following the notice of pending case closure, if the Complainant does not respond within 30 days, or if another 30-day period of non-response occurs after contact is re-established, the case will be administratively closed without further notice.</p> | <p>This prevents cases from entering a cycle of repeated Complainant non-response and repeated notices of pending closure, which results in cases remaining open but inactive or unable to progress for extended periods of time.</p> |
| <p>Subsection (b) (5) covers the protocols for Respondent non-response.</p> | <p>The word “Investigator” was replaced with “Office of Human Rights.”</p> | <p>This ensures that a 30-day period of non-response by the Respondent to requests from any Office staff is grounds for notice of proceeding investigation, which prevents delays in processing cases.</p> |

Section 2-437.3. (e) (6)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|---|--|---|
| <p>This section covers the processing of individual public accommodation, credit, and private education discrimination complaints.</p> <p>Subsection (e) (6) covers the protocols for a Complainant’s request for a Commission review of a no reasonable cause finding by the Director.</p> | <p>Changed “insufficient” to “no” reasonable cause.</p> <p>Changed the process for filing a request for review to contacting the Office rather than the Commission and referenced the Commission’s public administrative appeal hearing process.</p> | <p>The first change was for consistent language throughout the Ordinance that matches the wording used in state and federal law.</p> <p>The second change acknowledges that the Office handles timely communication regarding open complaints and references the public administrative appeal hearing process for consistency with Section 2-439.1, which outlines hearing protocols.</p> |

Section 2-439.1. (a) (6)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|---|---|---|
| <p>This section covers the role of the Commission regarding individual complaints of discrimination.</p> <p>Subsection (a) covers the protocols for administrative hearings, generally.</p> | <p>The new subsection (6) adds a conflict-of-interest clause as relates to Commissioner participation in public hearings regarding complaints of discrimination investigated by the Office.</p> | <p>The change helps to ensure that public hearing processes are fair for both parties by addressing conflicts that may interfere with a Commissioner's ability to exercise objective judgement.</p> |

Section 2-439.1. (b) (2)

| Section Overview | Proposed Changes | Rationale for Proposed Changes |
|---|--|---|
| <p>This section covers the role of the Commission regarding individual complaints of discrimination.</p> <p>Subsection (b) (2) covers the protocols for a Complainant’s request for a Commission review of a no reasonable cause finding by the Director.</p> | <p>Changed “insufficient” to “no” reasonable cause.</p> <p>Changed the process for filing a request for review to contacting the Office rather than the Commission and referenced the Commission’s public administrative appeal hearing process.</p> | <p>The first change was for consistent language throughout the Ordinance that matches the wording used in state and federal law.</p> <p>The second change acknowledges that the Office handles timely communication regarding open complaints and references the public administrative appeal hearing process for consistency with Section 2-439.1, which outlines hearing protocols.</p> |

Questions?



CITY OF CHARLOTTESVILLE MINUTES
Election Results Certification for
2025 November General Election held on November 4, 2025

The following is recorded in the record book for the City of Charlottesville, Virginia, pursuant to the Code of Virginia, Chapter 6 - The Election, Section 24.2-675. Abstracts of votes to be made by secretary and forwarded to State Board and to clerks:

“As soon as the electoral board determines the persons who have received the highest number of votes for any office, the secretary shall make out an abstract of the votes for each of the following: Governor; Lieutenant Governor; Attorney General; members of the Senate of Virginia; members of the House of Delegates; members of the United States Senate; members of the United States House of Representatives; electors of the President and Vice President of the United States; each county office; each city office; each district office; each town office; and such others as may be required for statewide referenda. The abstracts shall contain the names of all persons receiving any vote for each office and the total number of votes received by each person or for or against each question. However, if no person was elected by write-in votes and the total number of write-in votes for any office is less than (i) 10 percent of the total number of votes cast for that office and (ii) the total number of votes cast for the candidate receiving the most votes, the abstract shall contain only the total number of write-in votes and not the number of write-in votes for each person receiving write-in votes.

The abstracts shall be certified and signed by the electoral board, attested by the secretary, and retained by the electoral board as part of its records. A copy of each, certified under the official seal of the electoral board, shall immediately be mailed or delivered by hand to the State Board. The State Board shall require the electoral board of any county or city to correct any errors found on such abstracts prior to completing the requirements of § 24.2-679.

One certified copy of each abstract of votes shall be forwarded (i) to the clerk of the city council or board of supervisors and recorded in its record book, (ii) for town elections, to the clerk of the town council and recorded in its minute book, and (iii) for each local referendum, to the circuit court for the locality.”

A packet containing copies of the certified Abstract of Votes for each position was received in the Clerk of Council Office on April 8, 2026.

ABSTRACT of VOTES Cast in CHARLOTTESVILLE CITY, VIRGINIA, at the 2025 November General Election held on November 4, 2025, for **GOVERNOR**, certified November 13, 2025:

| NAMES OF CANDIDATES ON THE BALLOT | TOTAL VOTES RECEIVED (IN FIGURES) |
|--|--------------------------------------|
| Abigail D. Spanberger - Democratic | 16799 |
| Winsome Earle-Sears - Republican | 2056 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 35 |
| Total Number of Overvotes for Office | 4 |

ABSTRACT of VOTES Cast in CHARLOTTESVILLE CITY, VIRGINIA, at the 2025 November General Election held on November 4, 2025, for **LIEUTENANT GOVERNOR**, certified November 13, 2025:

| NAMES OF CANDIDATES ON THE BALLOT | TOTAL VOTES RECEIVED (IN FIGURES) |
|--|--------------------------------------|
| Ghazala F. Hashmi – Democratic | 16337 |
| John J. Reid II – Republican | 2357 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 39 |
| Total Number of Overvotes for Office | 5 |

ABSTRACT of VOTES Cast in CHARLOTTESVILLE CITY, VIRGINIA, at the 2025 November General Election held on November 4, 2025, for **ATTORNEY GENERAL**, certified November 13, 2025:

| NAMES OF CANDIDATES ON THE BALLOT | TOTAL VOTES RECEIVED (IN FIGURES) |
|--|--------------------------------------|
| Jay C. Jones – Democratic | 15625 |
| Jason S. Miyares – Republican | 2667 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 102 |
| Total Number of Overvotes for Office | 4 |

ABSTRACT of VOTES Cast in CHARLOTTESVILLE CITY, VIRGINIA, at the 2025 November General Election held on November 4, 2025, for **MEMBER, HOUSE OF DELEGATES (54th District)**, certified November 13, 2025:

| NAMES OF CANDIDATES ON THE BALLOT | TOTAL VOTES RECEIVED (IN FIGURES) |
|--|--------------------------------------|
| Katrina E. Callsen - Democratic | 16709 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 275 |
| Total Number of Overvotes for Office | 3 |

ABSTRACT of VOTES Cast in CHARLOTTESVILLE CITY, VIRGINIA, at the 2025 November General Election held on November 4, 2025, for **COMMONWEALTH'S ATTORNEY CHARLOTTESVILLE CITY**), certified November 13, 2025:

| NAMES OF CANDIDATES ON THE BALLOT | TOTAL VOTES RECEIVED (IN FIGURES) |
|--|--------------------------------------|
| Joseph D. Platania | 15102 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 211 |
| Total Number of Overvotes for Office | 2 |

ABSTRACT of VOTES Cast in CHARLOTTESVILLE CITY, VIRGINIA, at the 2025 November General Election held on November 4, 2025, for **SHERIFF (CHARLOTTESVILLE CITY)**, certified November 13, 2025:

| NAMES OF CANDIDATES ON THE BALLOT | TOTAL VOTES RECEIVED (IN FIGURES) |
|--|--------------------------------------|
| James E. Brown III | 14663 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 218 |
| Total Number of Overvotes for Office | 5 |

ABSTRACT of VOTES Cast in CHARLOTTESVILLE CITY, VIRGINIA, at the 2025 November General Election held on November 4, 2025, for **COMMISSIONER OF REVENUE (CHARLOTTESVILLE CITY)**, certified November 13, 2025:

| NAMES OF CANDIDATES ON THE BALLOT | TOTAL VOTES RECEIVED (IN FIGURES) |
|--|--------------------------------------|
| Todd D. Divers | 14600 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 172 |
| Total Number of Overvotes for Office | 1 |

ABSTRACT of VOTES Cast in CHARLOTTESVILLE CITY, VIRGINIA, at the 2025 November General Election held on November 4, 2025, for **TREASURER (CHARLOTTESVILLE CITY)**, certified November 13, 2025:

| NAMES OF CANDIDATES ON THE BALLOT | TOTAL VOTES RECEIVED (IN FIGURES) |
|--|--------------------------------------|
| Jason A. Vandever | 15050 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 146 |
| Total Number of Overvotes for Office | 3 |

ABSTRACT of VOTES Cast in CHARLOTTESVILLE CITY, VIRGINIA, at the 2025 November General Election held on November 4, 2025, for **MEMBER CITY COUNCIL AT-LARGE (CHARLOTTESVILLE CITY)**, certified November 13, 2025:

| NAMES OF CANDIDATES ON THE BALLOT | TOTAL VOTES RECEIVED (IN FIGURES) |
|--|--------------------------------------|
| Jen M. Fleisher | 12790 |
| Juandiego R. Wade | 12369 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 460 |
| Total Number of Overvotes for Office | 3 |

ABSTRACT of VOTES Cast in CHARLOTTESVILLE CITY, VIRGINIA, at the 2025 November General Election held on November 4, 2025, for **MEMBER SCHOOL BOARD AT-LARGE CHARLOTTESVILLE CITY**), certified November 13, 2025:

| NAMES OF CANDIDATES ON THE BALLOT | TOTAL VOTES RECEIVED (IN FIGURES) |
|--|--------------------------------------|
| Dashad L. "Tippy" Cooper | 7214 |
| Emily L. Dooley | 9302 |
| Zyahna T. "Zy" Bryant | 9418 |
| Lisa D. Larson-Torres | 8786 |
| Total Write-In votes [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] | 393 |
| Total Number of Overvotes for Office | 17 |

BY Order of the State of Virginia

BY Kyna Thomas, Clerk of Council

DRAFT



CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES

April 8, 2026 at 4:00 PM

CitySpace: 100 5th St NE, Charlottesville, VA 22902

The Charlottesville City Council held a special meeting on Wednesday, April 8, 2026, to discuss local arts and culture initiatives. All councilors were present: Mayor Juandiego Wade, Vice Mayor Natalie Oschrin, and councilors Jen Fleisher, Michael Payne and Lloyd Snook.

Dr. Andrea Douglas, Executive Director of the Jefferson School African American Heritage Center, presented an update on the “Swords Into Ploughshares” project and using art to tell the narrative of place. She shared the proposals from three artist finalists: 1) Hood Design Studio, 2) Model of Architecture Serving Society (MASS) with artist Dana King, and 3) PUSH Studio Group. The final design choice, voted on by the public, will be announced on June 10, 2026.

Councilor Snook inquired about the potential location choices for projects and the need to involve City Council in the decision for placement of the artwork. Councilor Oschrin asked about maintenance costs once the artwork is turned over to the City. Dr. Douglas and Mr. Freas discussed ideas for including maintenance as a component of the proposal and funding maintenance of objects that will be meant for public interaction. Councilor Payne suggested having the name of the Market Street Park intertwine with the artwork. Mayor Wade emphasized the importance of outreach and the work that Dr. Selena Cozart is doing for this project.

Deputy City Manager James Freas and Maureen Brondyke reviewed the Public Arts Commission and distinguished between the Commission and the Arts Council. Mr. Freas stated that the Public Art Commission would bring requests to City Council for approval of acquiring public art. Ms. Brondyke, Executive Director for New City Arts, spoke about the Charlottesville Area Arts Feasibility Study, which was made possible with support from the City of Charlottesville, UVA Arts, The FUNd at CACF, the Anne & Gene Worrell Foundation, and the Charlottesville Albemarle Convention and Visitors Bureau.

Public Arts Commission

The role of a Public Art Commission is to make recommendations to the City Council for the management of the City’s public art collection. The role is specific and necessary so that the City may make informed decisions with regard to the collection of artistic pieces that it owns. These are decisions around maintenance and restoration, expanding the collection, and deaccessioning (removing) pieces. The composition of the Public Art Commission should include people who are knowledgeable in the arts as well as reflective of the community’s culture and history.

Once created, a Public Art Commission would be tasked with developing a set of procedures and criteria for the consideration of public art investments and a plan for the development and maintenance of the City’s public art collection. This plan would result in annual work plans that would be presented to Council, potentially including requests for funding to support acquisition or commissioning efforts. A Public Art Commission would guide the essential public conversations around public art installations in the City as well as providing a venue to discuss the logistics of location and materials for each piece. This role is particularly important for public memorials commemorating the history of the City, which would require engagement with entities such as the Historic Resources Commission in addition to the public processes described above.

Without a Public Art Commission, changes to the City’s public art collection, whether to grow it or to remove older pieces, will continue to be ad hoc and uninformed by a broader sense of strategy. Given the level of effort necessary to consider growing this collection, it is likely that there will continue to be little

to no expansion in the City's public art collection, absent this Commission.

Art Council

An Arts Council, in Charlottesville, would be a non-profit entity focused on coordination and long-term stewardship of the City's art ecosystem. The Council would lead coordinated action in support of the art community through communication and advocacy, helping to identify the issues and potential solutions that can collectively strengthen artists and arts organizations in Charlottesville. Ideally, such an organization would receive financial support from the City, Albemarle County, and private philanthropy.

With City support, an Arts Council could fill the following roles for the City:

- Distributing through grants the City's contributions for the arts, potentially enhanced with additional private sector contributions.
- Managing City-sponsored art competitions or requests for proposals.
- Advising on actions or investments the City could make to support the Arts sector in Charlottesville, such as the creation of an Arts District.
- Helping to collect input on such proposals from the art community and the broader public.
- Assisting in the management of Arts-oriented City facilities.

Based on the needs specific to Charlottesville, staff believes these two entities should be distinct with the public art commission specifically focused on the City's public art collection while the arts council is both regional in scope and broader in its focus. Despite that distinction, staff expects that there will be benefit to both entities to collaborate as we collectively work towards shared goals of supporting and enhancing the arts community in Charlottesville.

Ruby Lopez Harper shared information from a community-driven study which emphasized the strategic importance of developing a coordinated structure for the Arts community and staffing with local people.

Jessica Harris, Artistic Director with Empowered Players and Assistant Director of Community Research at the Community Research Program Manager at the Center for Community Partnerships, serving on the steering committee for this project spoke about the unique nature and integrity of the process to bring coordination among artists, art leaders, art workers, and people of different backgrounds.

Ms. Brondyke spoke about challenges for artists to address the cost of living in Charlottesville, and she requested that Council consider the economic impact of standing up a Public Arts Commission and an Art Council. She suggested using \$100,000 in funds to support these efforts.

Ms. Harris clarified that the Council will not help to sunset organizations, but will help to coordinate projects, proposals for funding and advocacy. It was recommended that the Arts Council be established as a 501c(3) organization to be able to leverage resources.

Council continued discussion about coordination and sustainable funding of the arts.

Councilors decided to report on the respective boards and committees on which they serve at another time.

On motion by Snook, seconded by Fleisher, Council by a vote of 5-0 adjourned the meeting at 6:20 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council



CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES

May 13, 2026 at 4:00 PM

CitySpace: 100 5th St NE, Charlottesville, VA 22902

The Charlottesville City Council held a special meeting on Wednesday, May 13, 2026, to discuss the state of homelessness in the city and to hear an update on planning efforts for the 2000 Holiday Drive Low-barrier Shelter Project.

Mayor Juandiego Wade called the meeting to order at 4:02 p.m., and Clerk of Council Kyna Thomas called the roll, noting that Mayor Juandiego Wade and Councilors Jen Fleisher, Michael Payne and Lloyd Snook were present. Vice Mayor Natalie Oschrin confirmed that she was in Minneapolis attending a conference, thus unable to be physically present.

On motion by Snook, seconded by Fleisher, Council voted 4-0 to authorize Vice Mayor Oschrin to participate in the meeting electronically via Zoom.

In addition to City Council and city staff, the following members from the Continuum of Care (CoC) participated in the discussion:

- Shayla Washington, Blue Ridge Area Coalition for the Homeless (BRACH) Executive Director
- Owen Brennan, The Haven Executive Director
- Cameron Moore, People and Congregations Engaged in Ministry (PACEM) Executive Director

Mayor Wade turned the meeting over to City Manager Samuel Sanders, Jr., who stated the purpose of the meeting was to discuss next steps in addressing the state of homelessness in Charlottesville.

Members of City Council, city staff, and CoC partner organizations discussed planning and implementation issues related to the Holiday Drive. The discussion focused on identifying next steps necessary to move the project from conceptual planning toward implementation while balancing operational, financial, and community considerations.

Major Discussion Topics

1. Operational Planning and Organizational Coordination:

Representatives of the CoC stated that following the March 25 presentation, no formal implementation steps had yet been finalized because the earlier presentation was intended primarily as a visioning exercise. Participants discussed the need for a comprehensive operational plan for Holiday Drive, including: organizational responsibilities, co-location logistics, staffing needs, operational costs, budget projections; and funding responsibilities.

Council members and staff emphasized the importance of clearly separating existing organizational operating budgets and new operational costs specifically associated with Holiday Drive.

Discussion also included the difficulty of sustainably funding 24/7 staffing, expanded case management, and long-term shelter operations.

CoC representatives noted that ongoing restructuring and strategic planning among partner organizations must be clarified before major fundraising efforts can proceed.

2. Project Management and City Coordination

CoC representatives requested assignment of a dedicated city project manager or point person to oversee Holiday Drive implementation and coordination. City staff acknowledged the need to establish an internal project management structure and coordinate future communications and implementation activities.

3. Design Direction and Facility Planning

Participants discussed the need for City Council to provide clearer direction regarding preferred design options; acceptable project costs; and whether revised design parameters should be developed.

Council members expressed concern that prior presentations contained many conceptual ideas but lacked a finalized operational framework.

Discussion focused heavily on the impact of potentially eliminating the proposed clinic addition in order to reduce project costs. Participants noted that removing the clinic component could reduce shelter capacity from approximately 80 beds to approximately 70-72 beds; and eliminate dedicated clinic space.

CoC representatives explained that earlier versions of the design had already undergone significant reductions and that there was limited remaining flexibility within the project footprint.

Council members requested clearer identification of critical programming elements, preferred but nonessential features, and services that could potentially be provided through mobile or temporary alternatives.

4. Healthcare and Programming Alternatives

Discussion included alternatives to a permanent clinic addition, including: mobile healthcare services; temporary interior treatment areas; and shared flexible-use spaces.

Participants agreed additional coordination would be needed with healthcare partners to determine whether mobile healthcare services could adequately support shelter operations.

5. Interim Use of 2000 Holiday Drive

CoC representatives requested approval for interim use of the Holiday Drive facility for office space, administrative operations, temporary classes, and client programming.

Participants clarified that interim use discussions did not currently include operation of a designated campground, although future encampment-related discussions may occur separately.

City staff indicated that review by the building code official and fire marshal would be necessary before interim uses could proceed.

6. Community and Business Engagement

Participants discussed the importance of outreach to Holiday Drive businesses and neighboring stakeholders.

CoC representatives expressed willingness to either lead or collaborate with the City on engagement efforts.

City staff noted that businesses had previously been highly engaged during discussions regarding acquisition of the property and stated that additional communication and updates would be necessary before implementation activities proceed.

7. Alternative Space Solutions

Council members suggested exploring temporary or modular structures, such as trailer-style office or classroom units, as a lower-cost way to preserve programming and shelter space while minimizing new construction.

Participants agreed that additional brainstorming regarding flexible space solutions may be beneficial.

8. Long-term Strategic Planning

Mr. Sanders summarized broader strategic questions that remain unresolved, including:

- How providers will align operationally;
- How overnight sheltering could be activated;
- How budget requests will be structured;
- How encampments will be managed citywide; and
- How expanded outreach services will be operationalized.

Participants acknowledged that homelessness and sheltering needs are longstanding community challenges that will require sustained planning and collaboration.

Action Items and Next Steps

CoC / Partner Organizations

- Prepare a detailed operational plan for Holiday Drive, including staffing, organizational responsibilities, operational budgets, funding needs, and program structure.
- Continue collaborative strategic planning discussions among partner organizations.
- Provide additional clarity regarding critical versus optional programming elements.
- Coordinate with healthcare partners regarding clinic and mobile healthcare alternatives.

City Staff / Council

- Establish a project management structure or designate a Holiday Drive point person.
- Coordinate additional meetings with the architect regarding revised design impacts.
- Initiate code review discussions with the building code official and fire marshal regarding interim uses and revised designs.
- Continue discussions regarding business and community engagement strategies.

August 31 was discussed as the target date for development of an operational plan framework. Staff also emphasized urgency in advancing code review and design clarification discussions due to upcoming staff leave schedules.

Participants expressed continued support for advancing the 2000 Holiday Drive project while recognizing the complexity of coordinating multiple organizations; balancing budget limitations; managing community concerns; and developing sustainable long-term shelter operations. There was broad agreement that the project will require continued collaboration, phased decision-making, and ongoing refinement as implementation moves forward. To facilitate more frequent meetings, the CoC workgroup requested two meetings per month with the CoC representatives, a designated member of City staff as

well as a City Councilor. Councilor Fleisher agreed to be the City Council representative and to communicate workgroup takeaways with the rest of City Council.

On motion by Snook, seconded by Fleisher, Council by a vote of 5-0 adjourned the meeting at 6:09 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

DRAFT



CHARLOTTESVILLE CITY COUNCIL MEETING MINUTES

June 10, 2026 at 4:00 PM

CitySpace: 100 5th St NE, Charlottesville, VA 22902

The Charlottesville City Council held a special meeting on Wednesday, June 10, 2026, to receive a presentation from the Charlottesville Early Learning Center (ELC) Workgroup outlining a proposed vision for the Early Learning Center. Vice Mayor Oschrein called the meeting to order, and Clerk of Council Kyna Thomas called the roll, noting the following councilors present: Vice Mayor Natalie Oschrein and councilors Jen Fleisher, Michael Payne and Lloyd Snook. Mayor Juandiego Wade gave prior notice of his absence while traveling with a local delegation on the Southern Pilgrimage tour.

Vice Mayor Oschrein called for a moment of silence in honor of a member of the unhoused community who was found dead at the Freebridge encampment site. She acknowledged that the police are conducting an investigation. Following the moment of silence, the vice mayor turned the meeting over to the Deputy City Manager James Freas, who stated that the last time City Council discussed the ELC with the Charlottesville School Board was August 2025.

Michael Goddard, Deputy Director of Public Works, made a presentation showing existing conditions of the Walker Upper Elementary School site and three design proposals for the Charlottesville ELC.

Mr. Freas expressed concern about the cost of Scheme B. He noted the desire to make efficient use of existing school space and to recognize the need for flexibility, considering the full portfolio of school upgrades and rehabilitation needed over time.

Council and staff engaged in discussion and expressed a desire to follow legislation that may allow a referendum for a 1% sales tax to fund school capital improvements.

When asked about the possibility of holding public hearings in preparation for a potential tax referendum, City Attorney John Maddux advised that authority has not yet been given by the State.

Krisy Hammill, Director of Budget and Grants Management, confirmed that \$34,000,000 is earmarked in the City Budget for the ELC project.

Miranda Densky, VMDO Architects, explained variations between Schemes A and C in response to a question from Vice Mayor Oschrein.

Councilor Oschrein asked what steps would be required to add housing options to the designs. Mr. Goddard stated that it would be challenging to incorporate housing in the design; however, it would be possible to discuss in the future. Mr. Freas further explained complexities of housing considerations.

Responding to Councilor Fleisher, City Attorney Maddux confirmed that the Oak Lawn site will not be used for the Early Learning Center.

Staff recommended moving forward with Scheme C, which would require a new budget request of \$17 Million to provide the full \$51 Million project cost. Councilors were generally in agreement with moving forward with Scheme C. Mr. Goddard stated that he presented the options to the School Board last week and they were also in favor of Scheme C.

Councilors provided recent updates on the respective boards and committees on which they serve, and other activities.

- Snook: Jail Board, Rivanna Water and Sewer Authority(RWSA) Board, Rivanna Sewer and Water Authority (RSWA) Board, Historic Resources Committee
- Payne: Local Energy Alliance Program (LEAP), Housing Advisory Committee, Charlottesville Regional Housing Authority (CRHA), Regional Housing Partnership, Kindlewood Advisory Committee, Rivanna River Basin Commission, Finance Committee, Thomas Jefferson Planning District Commission
- Fleisher: Jefferson Area Community Criminal Justice Board, Social Services Advisory Board
- Oschrin: NACTO Conference, eBike Demo during Bike Month, Planning and Development Workgroup Chamber2Chamber trip to Chapel Hill, Charlottesville Albemarle Regional Transit Authority (CARTA), Rose Hill Neighborhood Association meeting, Bike & Pedestrian Advisory Committee, Charlottesville Scholarship Program

On motion by Snook, seconded by Fleisher, Council by a vote of 4-0 adjourned the meeting at 5:28 p.m.

BY Order of City Council

BY Kyna Thomas, Clerk of Council

Policy Briefing Summary

City Council



| | |
|---------------------------------|---|
| Regarding: | Resolution to Appropriate \$356,805 in Additional Funds to the Streets and Sidewalks Division Operating Budget (2 reading) |
| Staff Contact(s): | Jonathan Dean, Public Service Manager, Steven Hicks, Director of Public Works |
| Presenter: | Krisy Hammill, Director of Budget |
| Date of Proposed Action: | June 15, 2026 |

Issue

In FY 2026, the City received \$356,805 in unexpected revenue. Staff requests allocating these funds to the Streets and Sidewalks division budget within Public Works to cover unforeseen snow and other costs, and to support remaining fiscal year expenses.

Background / Rule

Amendments to the City's budget must be approved by City Council in order to be spent.

Analysis

Overview of Unbudgeted Revenue

The Streets and Sidewalks division generated and collected additional revenue during FY 2026, which was not originally included in the department's budget. This supplemental income amounts to \$224,816 and has been received through various sources, such as reimbursements for overtime expenses related to special events and concrete work, insurance reimbursements, restitution for damaged City property, and proceeds from the sale of surplus property. Furthermore, as part of its FY 2025 closeout, Jaunt returned \$131,989 to the City. Combined, these unanticipated revenue sources total \$356,805.

Operational Expenses and Funding Needs

The Streets and Sidewalks division budget faced \$558,000 in unexpected costs for snow operations including chemicals, vehicle repairs, and contracted services, as well as \$192,000 in overtime, which was reimbursed as part of \$224,816 reference in the revenue section above. While some expenses were offset by cutting other spending, more funds are needed to cover upcoming expenses before year-end. Staff requests that \$356,805 in unanticipated revenue be allocated to increase the division's budget for ongoing operational costs.

Financial Impact

The expenses incurred have a direct effect on the City's General Fund. However, the receipt of supplementary unanticipated revenues provides an opportunity to offset these additional costs, thereby preserving the integrity of the General Fund balance without necessitating a fund transfer from alternative sources.

Recommendation

Staff recommends approval of the resolution to the appropriate funds.

Recommended Motion (if Applicable)

Attachments

1. Resolution to Appropriate Funds to Streets and Sidewalks Budget



RESOLUTION #R-__ -__

**Resolution to Appropriated \$356,805 in Additional Funds to the Streets and Sidewalks Division
Operation FY 2026 Operating Budget**

WHEREAS, the City of Charlottesville has received revenue, in excess of budgeted revenue, totaling \$356,805; and

WHEREAS, this revenue is needed to cover operational expenses of the Streets and Sidewalks Division's Operating budget as specified below for the remainder of the FY 2026 fiscal year;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$356,805 which has been received is hereby appropriated as follows:

Revenue

| | Fund | Cost Center | G/L Account |
|-----------|-------------|--------------------|--------------------|
| \$131,989 | 105 | 9723001000 | 451050 |
| \$ 19,112 | 105 | 2443001000 | 422060 |
| \$98,214 | 105 | 2443001000 | 432155 |
| \$92,960 | 105 | 2443001000 | 435125 |
| \$11,476 | 105 | 2443001000 | 435999 |
| \$ 607 | 105 | 2443001000 | 440030 |
| \$ 2446 | 105 | 2443001000 | 451110 |

Expenditures

| | Fund | Cost Center | G/L Account |
|-----------|-------------|--------------------|--------------------|
| \$316,805 | 105 | 2443001000 | 599999 |
| \$ 40,000 | 105 | 2443001000 | 540210 |

Transfer Receiver:

| | | | |
|----------|-----|------------|--------|
| \$40,000 | 106 | 2443001001 | 498106 |
| \$40,000 | 106 | 2443001001 | 541040 |

Date Adopted:

Certified:

Clerk of Council

Policy Briefing Summary

City Council



| | |
|---------------------------------|---|
| Regarding: | Resolution to appropriate Virginia Department of Criminal Justice Services Victims of Crime Act Grant Award FY26 - \$123,600 (2nd reading) |
| Staff Contact(s): | Taylor Harvey-Ryan, Grants Program Manager, Misty Graves, Director of Human Services |
| Presenter: | Hunter Smith, Human Services Planner |
| Date of Proposed Action: | June 15, 2026 |

Issue

- Appropriate grant funds from the Virginia Department of Criminal Justice in the amount of \$123,600
- Execute the Statement of Grant Award

Background / Rule

The Virginia Department of Criminal Justice Services ("VDCJS") has awarded the City's Department of Human Services ("DHS") \$123,600 from its Victims of Crime Act Program to provide trauma-focused, evidence-informed case management, and clinical services. DHS has received similar awards since 2019. This is a new award that follows the same programmatic structure and operates in the same format as previous award cycles.

Analysis

The City's DHS' Evergreen Program increases access to trauma-informed intervention for victims within schools, as well as low-wealth neighborhoods, expands access to mental health services for victims, and supports behavioral interventionist positions serving victims of crime. Funds will be used to hire school-based interventionists, who will provide trauma and need assessments, service planning and delivery, coordination with other providers, and case management for up to thirty (30) child victims each year. The school-based interventionist serves students at Buford Middle School. The FY26 award does include a twenty percent (20%) match of \$30,900, which is included in the DHS Budget.

Financial Impact

This grant requires a cash match of twenty percent (20%), which is \$30,900, which will be transferred from previously appropriated funds in the DHS Budget.

Recommendation

Staff recommends the appropriation of the grant funds from the Virginia Department of Criminal Justice Services and the execution of the Statement of Grant Award by the City Manager or designee.

Recommended Motion (if Applicable)

I move to approve the resolution appropriating the funding from the Virginia Department of Criminal Justice Services to support the Department of Human Services' Evergreen program.

I move to approve the City Manager or designee execute the Statement of Grant Award.

Attachments

1. FY 26 DCJS VOCA Resolution

RESOLUTION APPROPRIATING FUNDS

**Charlottesville Student Victim Outreach Program Department of Criminal Justice Services'
Victim of Crimes Act Grant
\$154,500**

WHEREAS, The City of Charlottesville has been awarded \$123,600 from the Department of Criminal Justice Services;

WHEREAS, this award requires a 20% match in the amount of \$30,900;

WHEREAS, the funds will be used to support Evergreen, a program operated by the Department of Human Services. The grant award covers the period of July 1, 2026 through June 30, 2027;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the sum of \$154,500 is hereby appropriated in the following manner:

Revenues - \$154,500

\$123,600 Fund: 209 IO: 3413018000 G/L: 431110

\$30,900 Fund: 209 IO: 3413018000 G/L: 498213

Expenditures – \$154,500

\$150,372 Fund: 209 IO: 3413018000 G/L: 519999

\$4,128 Fund: 209 IO: 3413018000 G/L: 599999

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon receipt of \$123,600 in funds from the Department of Criminal Justice Services.

Policy Briefing Summary

City Council



| | |
|---------------------------------|--|
| Regarding: | Resolution to appropriate the Virginia Department of Social Services Family Assistance Management (FAM) grant in the amount of \$20,000 (2nd reading) |
| Staff Contact(s): | Taylor Harvey-Ryan, Grants Program Manager, Misty Graves, Director of Human Services |
| Presenter: | Charlsie Stratton, Deputy Director Human Services Department |
| Date of Proposed Action: | June 15, 2026 |

Issue

- Appropriate funding from the Virginia Department of Social Services in the amount of \$20,000
- Execute the amended MOA between the Virginia Department of Social Services and the City of Charlottesville

Background / Rule

The City of Charlottesville was notified that it had received additional grant funding in the amount of \$20,000 from the Commonwealth of Virginia through the Virginia Department of Social Services' Family Assistance Management (F.A.M.) program to support the Community Attention Foster Families program operated by the City's Department of Human Services.

Analysis

The City of Charlottesville appropriated the original grant award in the amount of \$125,704.06 earlier this year. The Commonwealth of Virginia has awarded an additional \$20,000 to the City of Charlottesville to support the advertising/ recruitment and retention of the staff person funded by this grant opportunity.

The Community Attention Foster Families (CAFF) /Department of Human Services was awarded the F.A.M. grant to support the recruitment and hiring of a dedicated staff member specializing in family finding. This position will enhance our efforts to identify and support kinship families for youth within our catchment area and surrounding communities. In our current collaboration with the Department of Social Services (DSS) in Charlottesville, Albemarle County, and Greene County, we have a total of 123 children enrolled in the program. The collaboration has approved 74 resource families, with 38 children placed in resource family homes. Additionally, there are 85 children in the program living in relative or kinship homes. Of these, 32 children are in kinship homes through Albemarle County DSS, 47 children are in kinship homes through Charlottesville DSS, and 6 children are in kinship homes through Greene County DSS. As we navigate additional partnership with Fluvanna County DSS we have learned that they currently have 19 children experiencing foster care with 4 youth in independent living, 1 child in residential care, 2 children in kinship care, 3 children on trial home visits and 9 youth in resource family/TFC/LCPA homes. Fluvanna has a total of 14 resource families that they have approved and monitor.

Financial Impact

There is no financial impact to the City of Charlottesville.

Recommendation

Staff recommends the appropriation of the grant funds from the Virginia Department of Social Services and the execution of the Memorandum of Agreement by the City Manager.

Recommended Motion (if Applicable)

I move to approve the resolution appropriating the \$20,000 from the Virginia Department of Social Services to support the Community Attention Foster Families program.

I move to approve the City Manager or designee execute the Memorandum of Agreement between the City of Charlottesville and the Commonwealth of Virginia.

Attachments

1. F.A.M Grant Resolution

RESOLUTION APPROPRIATING FUNDS

**In the Amount of \$20,000 to be received from the Virginia Department of Social Services’
Family Assistance Management (F.A.M.) Grant**

WHEREAS, The City of Charlottesville has been notified that it will be awarded a grant from the Family Assistance Management grant program from the Virginia Department of Social Services in the amount of \$20,000;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that upon receipt of the F.A.M. funding from the Commonwealth of Virginia, said funding anticipated in the amount of \$20,000, is hereby appropriated in the following manner:

Revenues

\$20,000 Fund: 209 IO: 3413023000 G/L: 430110

Expenditures

\$20,000 Fund: 209 IO: 3413023000 G/L: 530550

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon receipt of \$20,000 in funds from the Commonwealth of Virginia.

Policy Briefing Summary

City Council



| | |
|---------------------------------|---|
| Regarding: | Ordinance to Amend and Reordain Chapter 31 (Utilities) of the Code of the City of Charlottesville, 1990, as Amended, to Establish a Connection Fee for New Gas Service (2nd reading) |
| Staff Contact(s): | Jason McIlwee, Deputy Director, Chris Cullinan, Director of Finance, Lauren Hildebrand, Director of Utilities |
| Presenter: | Jason McIlwee, Deputy Director |
| Date of Proposed Action: | June 15, 2026 |

Issue

A Public Hearing was held on June 1, 2026, to establish a connection fee of \$1,950.00 for a new gas service. The fee would be effective as of January 1, 2027, if approved by City Council on June 15, 2026. The future effective date is to allow adequate notice to be given to interested parties. The Public Hearing Notice was advertised in the newspaper during the weeks of May 11, 2026, and May 18, 2026.

Background / Rule

The City of Charlottesville, Virginia ("City"), owns and operates a natural gas utility that provides service to approximately 21,300 customers in the City and Albemarle County, Virginia. Currently, the City offers natural gas service to residential and commercial customers based on the proposed connected loads for their gas appliances. City Department of Utilities Staff make a financial evaluation of gas service requests to ensure installation, operation, and ongoing maintenance of the service are economically feasible for the gas utility. The City currently offers gas service installation up to 150 feet at a cost of \$340.00 to residential customers.

Comparatively, the City charges \$3,100 for a water residential facility fee and \$5,350 for a wastewater residential facility fee. The facility fees, or fees to establish new connections to the water and wastewater system, are higher than gas connection fees primarily due to the amount necessary for capital improvements to the water and wastewater infrastructure. In addition to establishing the physical connection on the water and wastewater system, the City's Department of Utilities must maintain fixed capital investments — pump stations, distribution mains, services, and all associated appurtenances — all sized to peak demand plus fire flow reserve requirements. This capacity reservation cost is passed through to new customers at the time of connection via the facility fee, reflecting each new customer's proportionate share of the infrastructure built and held in reserve on their behalf.

In contrast, the City's gas utility system is already fully built out and does not need additional system capacity. A residential gas service line installation may involve less excavation and fewer components than a water or wastewater connection. Additionally, because the gas distribution system is already in place and no new capacity-related projects are being constructed to serve additional customers, the connection fee only recovers the direct costs of making the physical tap — labor, materials, and equipment. There is no capacity reservation component to recover, and no new infrastructure is being built on the new customer's behalf. This makes the gas connection fee fundamentally a charge to connect the new customer to the system, rather than a capacity or infrastructure development charge and results in a lower charge than the water and wastewater facility fee.

Analysis

City Gas is proposing to no longer offer service line installations for qualifying appliances at a cost of \$340.00 to the customer. It is proposed that all gas services will pay a \$1,950.00 connection fee for the new service, up to 150 feet of service line. Services that exceed 150 feet will be required to pay the cost for the excess footage. The new connection fee charge is designed to cover the direct costs of the installation of the service line.

Financial Impact

The City's Natural Gas Utility Fund is a self-sustaining enterprise fund that is supported by the revenue from rates and fees. The approval of the connection fee has no impact on the City's General Fund.

Recommendation

Following conducting the legally required Public Hearing and the second reading of this matter, City Staff recommends adoption of the attached Ordinance approving the proposed connection fee.

Recommended Motion (if Applicable)

Not applicable at this time (Ordinance adoption will require a second reading).

Attachments

1. Gas Connection Fee Ordinance

ORDINANCE #0-__-__

**AN ORDINANCE
AMENDING AND REORDAINING CHAPTER 31 (UTILITIES) OF THE CODE
OF THE CITY OF CHARLOTTESVILLE, VIRGINIA, 1990, AS AMENDED,
TO ESTABLISH A CONNECTION FEE FOR NEW GAS SERVICE**

BE IT ORDAINED by the Council of the City of Charlottesville, Virginia, that:

1. Section 31-31(a) of Chapter 31, of the Code of the City of Charlottesville, 1990, as amended, are hereby amended and reordained as follows:

CHAPTER 31. UTILITIES

ARTICLE II. GAS

DIVISION 1.-GENERALLY

Sec. 31-31. - Installation of service connections and lines; relocation of lines, meters, etc.

(a) The gas division may install new service connections up to one hundred fifty (150) feet from the main at a cost of ~~\$340.00~~ \$1,950.00 to the customer for residential service, provided that the Director of Utilities, or their designee, determines that the prospective revenue from such installation will justify the city's investment therein. The additional cost to the city in extending any such service connection beyond one hundred fifty (150) feet from the main shall be charged to the customer. The cost to the customer for installation of a gas service for commercial applications will be determined based on connected load using the economic model in the gas main extension policy.

2. The foregoing amendments shall become effective January 1, 2027.

Date Introduced: _____

Date Adopted: _____

Certified: _____
Clerk of Council

Policy Briefing Summary

City Council



| | |
|---------------------------------|--|
| Regarding: | Resolution to Appropriate \$2,076,696.00 in additional funding from the Virginia Office of Children's Services to support at-risk children and families (2nd reading) |
| Staff Contact(s): | Laura Morris, Deputy Director of Administration, Robert Roach |
| Presenter: | Leon Henry, Director of Social Services |
| Date of Proposed Action: | June 15, 2026 |

Issue

Supplemental funds are needed to cover approved Children's Services Act (CSA) services for at-risk City of Charlottesville children and families through June 30, 2026.

Background / Rule

The Children's Services Act (CSA) is a Virginia law enacted in 1993 to establish a mandated single state pool of funds to support children in foster care or at risk of going into foster care, children with certain special education needs, children involved in the Juvenile Court system, and children with serious emotional or behavioral problems. CSA is funded by State and local funds. The school system pays a proportional share of the local match for services in the special education category.

Analysis

The increase in CSA costs is due to increases in the number of children and families receiving services for foster care, foster care prevention, and educational services. Additionally, the level of service need for clients and families has increased which, in turn, has increased expenditures.

Financial Impact

The Office of Children's Services will provide \$1,520,004 of the supplemental funding. Local matches from the City and the City Schools will also be required. The amount of additional funds required by the City is \$423,546 and an additional \$133,147 is required from Schools.

Recommendation

Staff recommends approval and appropriation of this item

Recommended Motion (if Applicable)

Attachments

1. Resolution to Appropriate Additional CSA funding



RESOLUTION #R-__ -__

Resolution to Appropriate \$ 2,076,696.00 in Additional Funding from the Virginia Office of Children's Services to Support At-Risk Children and Families

WHEREAS, the Virginia Office of Children's Services has approved supplemental funds for the purpose of serving children and families through June 30, 2026.

NOW, THEREFORE BE IT RESOLVED by the council of the City of Charlottesville, Virginia, that the sum of \$2,076,696 is hereby appropriated in the following manner:

Revenue-\$2,076,696

| | | | |
|----------|-------------------------|---------------------|-------------|
| Fund 215 | Cost Center: 3353001000 | G/L Account: 430080 | \$1,520,004 |
| Fund 215 | Cost Center: 3353001000 | G/L Account: 498105 | \$ 423,546 |
| Fund 215 | Cost Center: 3353001000 | G/L Account: 432900 | \$ 133,147 |

Expenditures-\$2,076,696

Fund 215 Cost Center: 3353001000 G/L Account: 540060

BE IT FURTHER RESOLVED, that this appropriation is conditioned upon the receipt of \$1,520,004 from the Virginia Office of Children's Services.

Date Adopted:

Certified: _____
Clerk of Council

Policy Briefing Summary

City Council



| | |
|---------------------------------|---|
| Regarding: | Resolution to Return \$1,848,424 to the General Fund and Appropriate an Additional Transfer of \$423,546 to the Children Services Act Fund (2nd reading) |
| Staff Contact(s): | Charles Clemmer |
| Presenter: | Chris Cullinan, Director of Finance |
| Date of Proposed Action: | June 15, 2026 |

Issue

Supplemental local funds are needed to cover Children’s Services Act (CSA) services for at-risk City of Charlottesville children and families through June 30, 2026.

Background / Rule

The Children’s Services Act (CSA) is a 1993 Virginia law designed to help at-risk youth and their families. The services are paid for using funding from State and local funds. The local funds are appropriated from the City’s General Fund and Charlottesville City School Board’s operating budget.

Analysis

During FY 2025 financial closeout, \$2,145,606 was moved from the General Fund to the CSA Fund for expected expenses. Actual CSA spending was lower, requiring only \$297,182 in extra local funds. This resolution returns the surplus to the General Fund and appropriates \$423,546 back to the CSA Fund for FY 2026 needs.

Financial Impact

\$2,145,606 in surplus from the CSA Fund will be sent to the General Fund. \$423,546 of this will return to the CSA Fund for FY 2026 local match expenses. The resulting \$1,848,424 will be refunded to the City’s General Fund as reimbursement for unrealized expenses in a prior year.

Recommendation

Staff recommends approval and appropriation of this item

Recommended Motion (if Applicable)

Attachments

1. Resolution to Withdraw excess CSA funds



#R-__ - __

RESOLUTION to Return \$1,848,424 to the General Fund and Appropriate an Additional Transfer of \$423,546 to the Children Services Act Fund

WHEREAS, \$1,848,424 was moved from the General Fund to the CSA Fund for expected expenses in FY 2025 that was in excess of the required match; and

WHEREAS, an additional local match of \$423,546 is required for expected CSA expenses in FY 2026;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum \$1,848,424 will be returned to the General Fund from the CSA Fund and the sum of \$423,546 is hereby appropriated in the following manner:

Expenditures

\$423,546 Fund 105 Cost Center: 9803030000 G/L Account: 561215

Date Adopted:

Certified: _____
Clerk of Council

Policy Briefing Summary

City Council



| | |
|---------------------------------|--|
| Regarding: | Resolution Appropriating funding from the Federal Transit Administration and the Virginia Department of Rail and Public Transportation supporting multiple Charlottesville Area Transit capital projects - \$16,846,224 (2nd reading) |
| Staff Contact(s): | Garland Williams, Director of Transit |
| Presenter: | Garland Williams, Director of Transit |
| Date of Proposed Action: | June 15, 2026 |

Issue

Federal Transit Administration (FTA) and Virginia Department of Rail and Public Transportation (VDRPT) have awarded the City's Transit Division federal and state assistance to support Capital Projects in the operations of public transit services.

Background / Rule

Analysis

FTA has awarded \$4,716,943; VDRPT has awarded \$11,455,432, with a local match of \$673,849.

The FY25 and FY26 Grant Award includes the following: two (2) Expansion Battery Electric Vehicles, as part of the BEV's Pilot Program, Battery Electric Vehicles Infrastructure, eleven (11) 35 FT Diesel Replacement Buses, Passenger Stop Amenities, CAD/AVL (Computer Assisted Dispatch/Automotive Vehicle Locator System) Software and Equipment, three (3) Support Vehicles, and Maintenance Shop Equipment.

The City's Transit Division has sufficient funds in its Budget for the required match of these procurements due to an unallocated balance held in its Capital Improvement Program (CIP).

Financial Impact

There is no impact to the City's General Fund. Local match requirements for the Capital Assistance are covered through the previously appropriated City contribution from the General Fund. Local Capital contributions are required in the amount of \$673,849. The matching requirement for these funds is four percent (4%). The City's Transit Division has sufficient funds in its unallocated CIP Budget to accommodate the match requirement without additional City funding.

Recommendation

Following the second reading of this Agenda item, City Transit Staff recommends City Council adopt the attached Resolution appropriating funding from FTA and VDRPT, which will support multiple Charlottesville-area Transit Capital Projects.

Recommended Motion (if Applicable)

"I Move to adopt the attached Resolution appropriating funding from FTA and VDRPT, which will support multiple Charlottesville-area Transit Capital Projects."

Attachments

1. Resolution_CAT FY2026 Supplemental Appropriation of Federal and State Grant Funding - Capital (v2)
2. Attachment 2 -Proposed Usage of Available FTA and VDRPT Grant Funds



#R-__-__
**RESOLUTION APPROPRIATING FUNDS FOR
Federal Transit and State Capital Grants
\$16,846,224**

WHEREAS, The FY25 and FY26 Federal Capital Grant in the amount of **\$4,716,943** and the State Capital Grant in the amount of **\$11,455,432** have been awarded to the City of Charlottesville with a local match of **\$673,849**; the total amount of capital grant funds is **\$16,846,224**; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the following is hereby appropriated in the following manner, contingent upon receipt of the grant funds:

Revenue (Capital)

| | | | |
|--------------|-----------|-------------------------|----------------------------|
| \$4,716,943 | Fund: 245 | Cost Center: 2804001000 | G/L: 431010 Federal Grants |
| \$11,455,432 | Fund: 245 | Cost Center: 2804001000 | G/L: 430110 State Grants |
| \$673,849 | Fund: 245 | Cost Center: 2804001000 | G/L: 498010 Local Match |

Expenditures (Operating)

| | | | |
|-------------|-----------|-------------------------|----------------------------------|
| \$5,580,957 | Fund: 245 | Cost Center: 2804001000 | G/L: 541030 Building Improvement |
| \$9,088,462 | Fund: 245 | Cost Center: 2804001000 | G/L: 541040 Vehicles |
| \$2,176,805 | Fund: 245 | Cost Center: 2804001000 | G/L: 541090 Equipment |

BE IT FURTHER RESOLVED, that this appropriation is conditional upon the receipt of \$4,716,943 from the Federal Transit Administration, \$11,455,432 from the Virginia Department of Rail and Public Transportation, and \$673,849 from local sources as a local match.

Date Adopted:

Certified: _____
Clerk of Council

PROPOSED USAGE OF AVAILABLE FTA AND VDRPT GRANT FUNDS

Capital Projects - \$16,846,224

| | |
|---------------------------------|-------------------|
| AVL Software | 1,500,000 |
| Passenger Stop Amenities | 1,330,957 |
| A/E for Maintenance Building | 1,500,000 |
| Support Vehicles (3) | 145,610 |
| Maintenance Shop Equipment | 676,805 |
| BEB Infrastructure | 2,750,000 |
| 35FT Battery Electric Buses (2) | 2,600,000 |
| 29 FT Diesel Buses (3) | 1,725,000 |
| 35 FT Diesel Buses (4) | 2,400,000 |
| 35 FT Diesel Buses (4) | 2,217,852 |
| Total | 16,846,224 |

Policy Briefing Summary

City Council



| | |
|---------------------------------|--|
| Regarding: | Resolution Considering A Critical Slope Special Exception for 2010 Meadowbrook Road |
| Staff Contact(s): | Dannan OConnell, Planner |
| Presenter: | Dannan OConnell, Planner |
| Date of Proposed Action: | June 15, 2026 |

Issue

Consideration of an application for a Critical Slope Special Exception

Background / Rule

Scott Williams, Applicant, representing Ryan Farr and Lindsay Meck, property owners, wishes to improve the above-referenced property with a residential addition, terrace, paved path and retaining wall. The proposed improvements will impact critical slopes on-site as defined by City Development Code ("CDC") Section 34-4.10.1.B.1. Per CDC Section 34-4.10.1.D, a request for a Critical Slope Special Exception must be approved by City Council before these improvements can be permitted.

Analysis

The City's Planning Commission ("PC") held a hybrid virtual and in-person Regular Meeting on May 12, 2026, on this matter. The PC had no concerns with the request, and recommended approval of the Critical Slope Special Exception with no recommended conditions.

A recording of the Meeting can be found at the following link. Discussion starts at the 1:27:00 mark.

[Link to Recording of Regular Meeting](#)

The full Application for this Project can be found at the following link. Materials start on page 44.

[Link to Staff Report and Application Materials](#)

Financial Impact

None.

Recommendation

The PC recommended approval of the Critical Slope Special Exception via a 7-0 affirmative vote.

Recommended Motion (if Applicable)

"I make a motion to adopt the attached Resolution approving the Critical Slope Special Exception request for the Subject Property as presented."

Attachments

1. RESOLUTION - Critical Slope - 2010 Meadowbrookjvhedits

RESOLUTION APPROVING A REQUEST FOR A CRITICAL SLOPES SPECIAL EXCEPTION FOR PROPERTY LOCATED AT 2010 MEADOWBROOK ROAD

WHEREAS, Ryan Farr and Lindsay Meck (“Landowners”) are the current owners of a lot identified on 2025 City Tax Map 40 as Parcel 61 (City Parcel Identification No. 400006100), having an area of approximately 0.74 acres (32,250 square feet); (“Subject Property”); and

WHEREAS, the Landowner wishes to construct a residential addition, terrace, paved path and retaining wall on the Subject Property (“Project”); and

WHEREAS, the Project is described in more detail within the Landowner’s application materials submitted in connection with Application PL-26-0037 (“Application”), as required by City Development Code (“CDC”) § 34-5.2.16.B.2 (collectively, "Application Materials"); and

WHEREAS, the City of Charlottesville Planning Commission (“PC”) made a recommendation of approval at its May 12, 2026 Public Meeting per City Development Code § 34-5.2.16.C.3.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Charlottesville, Virginia (“City Council”), upon consideration of the PC's recommendation and the City Staff Report discussing the Application, as well as the factors set forth within CDC § 34-5.2.16.D, this City Council finds and determines that granting the proposed Critical Slopes Special Exception would serve the public necessity, convenience, general welfare, or good zoning practice; and

BE IT FURTHER RESOLVED, by City Council, pursuant to CDC §§ 34-4.10.1.D and 34-5.2.16, a Critical Slopes Special Exception is hereby approved and granted to authorize the Project and permit installation of a residential addition, terrace, paved path and retaining wall consistent with the Application Materials for the Subject Property.

Approved by Council
[REDACTED], 2026

Kyna Thomas
Clerk of Council

Policy Briefing Summary

City Council



| | |
|---------------------------------|--|
| Regarding: | Resolution Considering a Critical Slope Special Exception for the Botanical Gardens of the Piedmont |
| Staff Contact(s): | Dannan OConnell, Planner |
| Presenter: | Dannan OConnell, Planner |
| Date of Proposed Action: | June 15, 2026 |

Issue

Consideration of an application for a Critical Slope Special Exception

Background / Rule

John Wilson, Applicant, representing the Botanical Gardens of the Piedmont, Developer, wishes to improve the above-referenced City properties with a public botanical garden complex. The proposed improvements will impact critical slopes on-site as defined by City Development Code ("CDC") Section 34-4.10.1.B.1. Per CDC Section 34-4.10.1.D, through the addition of pedestrian pathways, a pedestrian footbridge, and associated land disturbance for a portion of the parking lot and utilities a request for a Critical Slope Special Exception must be approved by City Council before these improvements can be permitted.

Analysis

The City's Planning Commission ("PC") held a hybrid virtual and in-person Regular Meeting on May 12, 2026, on this matter. The PC had no concerns with the request, and recommended approval of the Critical Slope Special Exception with no recommended conditions.

A recording of the Meeting can be found at the following link. Discussion starts at the 1:34:00 mark.

[Link to Recording of Regular Meeting](#)

The full Application for this Project can be found at the following link. Materials start on page 56.

[Link to Staff Report and Application Materials](#)

Financial Impact

None.

Recommendation

The PC recommended approval of the Critical Slope Special Exception via a 7-0 affirmative vote.

Recommended Motion (if Applicable)

"I make a motion to adopt the attached Resolution approving the Critical Slope Special Exception request for the Subject Property as presented."

Attachments

1. RESOLUTION - Critical Slope - Botanical Gardens (1)

RESOLUTION APPROVING A REQUEST FOR A CRITICAL SLOPES SPECIAL EXCEPTION FOR THE BOTANICAL GARDENS OF THE PIEDMONT

WHEREAS, Botanical Garden of the Piedmont (“Applicant”) wishes to develop lots owned by the City of Charlottesville, Virginia (“City”), identified on 2025 City Tax Map 46 as Parcels 20 and 12 and Tax Map 45 as Parcel 10 (City Parcel Identification Nos. 460002000, 460001200, 450001000), having an area of approximately 155.8 acres (6,788,000 square feet); (“Subject Property”); and

WHEREAS, the Applicant wishes to construct a botanical garden complex on the Subject Property (“Project”); and

WHEREAS, the Project is described in more detail within the Applicant’s application materials submitted in connection with Application PL-26-0044 (“Application”), as required by City Development Code § 34-5.2.16.B.2 (collectively, "Application Materials"); and

WHEREAS, the City of Charlottesville Planning Commission (“PC”) made a recommendation of approval at its May 12, 2026 Public Meeting per City Development Code § 34-5.2.16.C.3.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Charlottesville, Virginia (“City Council”), upon consideration of the PC's recommendation and the City Staff Report discussing the Application, as well as the factors set forth within City Development Code (“CDC”) § 34-5.2.16.D, this City Council finds and determines that granting the proposed Critical Slopes Special Exception would serve the public necessity, convenience, general welfare, or good zoning practice; and

BE IT FURTHER RESOLVED, by City Council, pursuant to CDC §§ 34-4.10.1.D and 34-5.2.16, a Critical Slopes Special Exception is hereby approved and granted to authorize the Project and permit installation of a botanical garden complex consistent with the Application Materials for the Subject Property.

Approved by Council
[REDACTED], 2026

Kyna Thomas
Clerk of Council

Policy Briefing Summary

City Council



| | |
|---------------------------------|---|
| Regarding: | Resolution Authorizing Execution of Agreement to Maintain SWM Facilities for the Botanical Gardens Project |
| Staff Contact(s): | Brennen Duncan, City Engineer, David Frazier |
| Presenter: | Brennen Duncan, City Engineer |
| Date of Proposed Action: | June 15, 2026 |

Issue

To clarify ownership, regulatory responsibility, access, and long-term maintenance for the Botanical Garden Project cross-jurisdictional BMP Facility, staff has prepared an Agreement to Maintain Stormwater Management Facilities with Albemarle County. Because execution of this Agreement requires authorization to enter into an intergovernmental arrangement involving City-owned property located in Albemarle County, this item requires City Council approval.

Background / Rule

The Botanical Garden Project includes a stormwater best management practice (BMP) facility that spans the jurisdictional boundary between the City of Charlottesville and Albemarle County. Portions of the BMP are located on City-owned land that lies within Albemarle County. To clarify ownership, regulatory responsibility, access, and long-term maintenance for this cross-jurisdictional facility, staff has prepared an Agreement to Maintain Stormwater Management Facilities with Albemarle County. The Agreement recognizes the City's ownership interests within County jurisdiction, establishes access and inspection rights for the BMP, and clarifies responsibilities under the Virginia Erosion and Stormwater Management Program (VESMP), including post-construction SWM procedures and ongoing maintenance obligations.

Analysis

In 2024, the Commonwealth of Virginia consolidated erosion and sediment control with stormwater management into the unified Virginia Erosion and Stormwater Management Program (VESMP). Local programs were updated to reflect these changes and integrate permitting, inspection, and long-term maintenance requirements. Owners are required to maintain BMPs, and localities such as the City and County are responsible for administering VESMP requirements. The Agreement ensures consistent administration across jurisdictional boundaries and supports the City's compliance obligations.

Financial Impact

No financial appropriation is required.

Recommendation

Staff recommends that City Council adopt a resolution authorizing execution of the Agreement to Maintain Stormwater Management Facilities with Albemarle County for the Botanical Gardens Project.

Recommended Motion (if Applicable)

Move to adopt a resolution authorizing the City Manager to execute the Agreement to Maintain Stormwater Management Facilities with Albemarle County for the Botanical Garden Project, approved as to form by the City Attorney's Office.

Attachments

1. RES Botanical Gardens SWM Agreement - City-County 2026
2. Botanical Gardens Site Plan Cover Sheet
3. SWM (Alb. Co. Draft) Facilities Maintenance Agreement-07-01-24CAOedits5.13.26

**RESOLUTION
AUTHORIZING EXECUTION OF
AGREEMENT TO MAINTAIN STORMWATER MANAGEMENT FACILITIES
FOR THE BOTANICAL GARDENS OF THE PIEDMONT PROJECT**

WHEREAS, the City is the fee simple owner of real property described as Albemarle County Parcel ID No. TMP 061000000193A (“Property”), and;

WHEREAS, the Botanical Gardens Project includes a stormwater best management practice (BMP) facility that spans the jurisdictional boundary between the City of Charlottesville and Albemarle County, and;

WHEREAS, portions of the BMP are located on the City-owned land (Property) that lies within Albemarle County, and;

WHEREAS, to clarify ownership, regulatory responsibility, access, and long-term maintenance for this cross-jurisdictional facility, staff has prepared an Agreement to Maintain Stormwater Management Facilities with Albemarle County. The Agreement recognizes the City’s ownership interests within the Counties jurisdiction, establishes access and inspection rights for the BMP, and clarifies responsibilities under the Virginia Erosion and Stormwater Management Program (VESMP), including post-construction SWM procedures and ongoing maintenance obligations, and;

WHEREAS, in 2024, the Commonwealth of Virginia consolidated erosion and sediment control with stormwater management into the unified Virginia Erosion and Stormwater Management Program (VESMP). Local programs were updated to reflect these changes and integrate permitting, inspection, and long-term maintenance requirements. Owners are required to maintain BMPs, and localities such as the City and County are responsible for administering VESMP requirements. This Agreement ensures consistent administration across jurisdictional boundaries and supports the City’s compliance obligations.

NOW, THEREFORE BE IT RESOLVED, by City Council that it hereby reaffirms support for the Botanical Gardens Project; and

BE IT FURTHER RESOLVED that City Council hereby moves to adopt this resolution authorizing execution of the Agreement to Maintain Stormwater Management Facilities with Albemarle County for the Botanical Gardens Project and authorizes the City Manager to execute said Agreement, which shall be approved as to form by the City Attorney’s Office.



62089

BOTANICAL GARDEN OF THE PIEDMONT

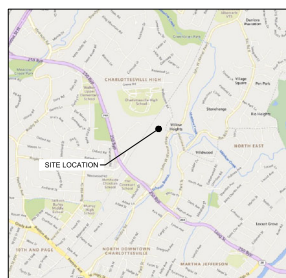
FINAL SITE PLAN

CITY OF CHARLOTTESVILLE, VIRGINIA

01/20/2025

GENERAL SITE DATA:

TAX MAP PARCEL IMPACTED BY PROJECT:
 PARCEL NUMBER: 4000000 (CITY OF CHARLOTTESVILLE)
 6,731 ACRES
 46001200 (CITY OF CHARLOTTESVILLE)
 3,932 ACRES
 45001009 (CITY OF CHARLOTTESVILLE)
 145,170 ACRES
 61-193A (ALBEMARLE COUNTY)
 3.50 ACRES
 TOTAL PARCEL AREA: 155,833 ACRES (CITY OF CHARLOTTESVILLE)
 3,932 ACRES (ALBEMARLE COUNTY)
 LIMITS OF DISTURBANCE: 9.07 ACRES
 IMPERVIOUS AREA: EXISTING 1.07 ACRES
 PROPOSED 3.66 ACRES
 SOURCE OF SURVEY, BOUNDARY, AND TOPOGRAPHY: TRC ENGINEERS, INC.
 1102 BROWN STREET
 CHARLOTTESVILLE, VA 22902
 (434) 795-4700
 DATED: 6/27/2024
 APPENDED: 1/15/2024
 DATUM REFERENCE: VERTICAL: NAVD 80
 HORIZONTAL: NAD83, VA STATE GRID, SOUTH ZONE
 MISS UTILITY TICKET NUMBER: 6405301756-008 DATE SUBMITTED: 02/22/2024
 8500702286 DATE SUBMITTED: 01/07/2025
 CURRENT USE: PARK SPACE
 PROPOSED USE: PUBLIC USE - BOTANICAL GARDENS, INCLUDING TRAILS/PATHS, GRASSES, PLAZAS, SURFACE PARKING, AND PROPOSED BUILDINGS
 PAULOWNIA FOR CENTER BUILDING 4,432 SF
 RECEIVING WATERS: RIVANNA RIVER - MEADOW CREEK VIA SCHMIDT'S BRANCH
 ADJACENT AREAS: NORTHEAST - MELBOURNE ROAD
 SOUTHEAST - JOHN WARNER PKWY
 SOUTH - WICHITIA PARK
 NORTHWEST - RAILROAD
 LOCATION OF NEARBY FIRE HYDRANTS: THE NEAREST FIRE HYDRANT TO THE SITE IS LOCATED AT THE INTERSECTION OF MELBOURNE PARK
 CIRCLE AND MELBOURNE ROAD. THREE ADDITIONAL FIRE HYDRANTS ARE INDICATED WITH THIS
 PROJECT - ONE ADJACENT TO THE PROJECT AT THE INTERSECTION OF JOHN WARNER PARKWAY AND
 MELBOURNE ROAD, ONE ADJACENT TO THE SITE ENTRANCE OF MELBOURNE ROAD, AND ONE IN FRONT OF
 THE PROPOSED BUILDING.
 UTILITIES: CITY OF CHARLOTTESVILLE PUBLIC WATER AND SEWER
 PROJECT TIMING: THE ANTICIPATED START DATE FOR THE PROJECT IS EARLY 2026. CONSTRUCTION ACTIVITIES ARE ANTICIPATED TO LAST
 APPROXIMATELY 48 MONTHS.
 WETLANDS: NO WETLANDS ARE ANTICIPATED TO BE IMPACTED AS PART OF THIS PROJECT.
 FLOODPLAIN: PORTIONS OF THE SITE LIE WITHIN AN AE FLOOD ZONE. FLOODPLAIN DOES NOT APPEAR TO BE IMPACTED BY THE PROPOSED
 DEVELOPMENT AND WILL REQUIRE AN APPROVED FLOODPLAIN DEVELOPMENT PERMIT PRIOR TO LAND DISTURBANCE.
 BUILDING AND SITE SIGNAGE: SIGNAGE PACKAGE WILL BE SUBMITTED UNDER SEPARATE COVER.
 CITY OF CHARLOTTESVILLE SITE DATA:
 CITY ZONING: CV (COMM)
 PROJECT WILL UTILIZE PARK ALTERNATE FORM PER CITY OF CHARLOTTESVILLE ZONING ORDINANCE
 CITY OVERLAY DISTRICTS: CRITICAL SLOPES
 SETBACKS*: PRIMARY STREET LOT LINE: 10' MIN.
 SIDE STREET LOT LINE: 10' MIN.
 SIDE LOT LINE: 10' MIN.
 REAR LOT LINE: 10' MIN.
 ALLEY LOT LINE: 5' MIN.
 ALLOWABLE BUILDING HEIGHT*: 35' MAX.
 PROPOSED MAX. BUILDING HEIGHT: 33'-3"
 MAX. BUILDING LOT COVERAGE: 50%
 PROVIDED BUILDING LOT COVERAGE: 0.28%
 FENCE/WALL MAX. HEIGHT*: FRONT YARD: 10'
 SIDE STREET YARD: 10'
 TOTAL PARKING SPACES PROVIDED: 83 SPACES
 ADA PARKING SPACES REQUIRED: 4 SPACES
 ADA PARKING SPACES PROVIDED: 4 SPACES
 NOTE: ALL CONCRETE, ASPHALT, ETC. IN THE RIGHT OF WAY (ROW) THAT ARE DAMAGED DURING CONSTRUCTION BUT NOT SHOWN ON THE
 APPROVED SITE PLAN SHALL BE RESTORED PER CITY STANDARDS AT NO COST TO THE CITY.
 ALBEMARLE COUNTY SITE DATA:
 COUNTY ZONING: R4 RESIDENTIAL
 COUNTY OVERLAY DISTRICTS: AIRPORT IMPACT AREA
 ENTRANCE CORRIDOR
 FLOOD HAZARD
 STEEP SLOPES (MANAGED & PRESERVED)
 SETBACKS: FRONT: 5' MIN. FROM RIGHT-OF-WAY OR EXTERIOR EDGE OF SIDEWALK IF SIDEWALK IS OUTSIDE OF THE RIGHT-OF-WAY
 SIDE: 5' MIN.
 REAR: 20' MIN.
 MAGISTERIAL DISTRICT: R10
 SITE IS NOT LOCATED WITHIN A COUNTY WATER SUPPLY WATERSHED.
 NOTE: SITE ENTRANCE AND ACCESSWAYS PROPOSED ON CHARLOTTESVILLE PARCELS SHALL BE INSTALLED EITHER PRIOR TO OR CONGRUENT
 WITH THE INSTALLATION OF PARKING AREAS PROPOSED ON TRP61-193A.
 PUBLIC UTILITY NOTES:
 A. PER THE VIRGINIA DEPARTMENT OF HEALTH WATERSHED REGULATIONS (PART II, ARTICLE 3, SECTION 12 VAC 5-590 THROUGH 630), ALL
 BUILDINGS THAT HAVE THE POSSIBILITY OF CONTAMINATING THE POTABLE WATER DISTRIBUTION SYSTEM (HOSPITALS, INDUSTRIAL
 SITES, BREWERIES, ETC.) SHALL HAVE A BACKFLOW PREVENTION DEVICE INSTALLED WITHIN THE FACILITY. THIS DEVICE SHALL MEET
 SPECIFICATIONS OF THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE. SHALL BE TESTED IN REGULAR INTERVALS AS REQUIRED, AND
 TEST RESULTS SHALL BE SUBMITTED TO THE REGULATORY COMPLIANCE ADMINISTRATION OF THE DEPARTMENT OF UTILITIES.
 B. ALL BUILDINGS THAT MAY PRODUCE WASTES CONTAINING MORE THAN ONE HUNDRED (100) PARTS PER MILLION OF PANTS, OIL, OR GREASE
 SHALL INSTALL A GREASE TRAP. THE GREASE TRAP SHALL MEET SPECIFICATIONS OF THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE,
 MAINTAIN RECORDS OF CLEANING AND MAINTENANCE, AND BE INSPECTED ON REGULAR INTERVALS BY THE REGULATORY COMPLIANCE
 ADMINISTRATION OF THE DEPARTMENT OF UTILITIES.
 C. PLEASE CONTACT THE REGULATORY COMPLIANCE ADMINISTRATOR AT 970-3805 WITH ANY QUESTIONS REGARDING THE GREASE TRAP OR
 BACKFLOW PREVENTION DEVICES.
 TRIP GENERATION:
 LANDUSE ITE CODE AMOUNT UNITS ADF IN OUT TOTAL IN OUT TOTAL
 Museum - Botanical Garden 500 19,787 Square Feet 91 5 1 6 1 3 4 9 4 13



VICINITY MAP SCALE 1"=2000'

OWNER:
 CITY OF CHARLOTTESVILLE
 PO BOX 911
 CHARLOTTESVILLE, VA 22901
 CONTACT: CHRIS GENISIC
 TELEPHONE: (434) 989-0061
 EMAIL: GENISIC@CHARLOTTESVILLE.GOV

DEVELOPER/LESSEE:
 BOTANICAL GARDEN OF THE PIEDMONT
 PO BOX 6224
 CHARLOTTESVILLE, VA 22906
 CONTACT: JILL TRISCHMAN-MARKS
 TELEPHONE: (434) 953-0060
 EMAIL: J.TRISCHMAN.MARKS@PIEDMONTGARDEN.ORG

ENGINEER OF RECORD:
 TIMMONS GROUP
 608 PRESTON AVE, SUITE 200,
 CHARLOTTESVILLE, VA 22903
 CONTACT: JOHN WILSON, P.E.
 TELEPHONE: 434-327-5380
 EMAIL: JOHN.WILSON@TIMMONS.COM

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CRAG KOTIAKISHI
 principal in charge
 JOHN WILSON
 project manager
 KM ROSEB
 BROCK WARE
 project team

LANDSCAPE ARCHITECT OF RECORD
 802 East Main Street, Suite 3, Charlottesville, VA 22902
 (540) 293-8177

CIVIL ENGINEER, GEOTECH, & ENVIRONMENTAL
 488 Preston Ave, Suite 200, Charlottesville, VA 22903
 (540) 293-6426

IRRIGATION DESIGNER
 1 Dunsmuir Park Drive, Suite 10, Anderson, MA 01810
 (910) 411-1185

SOILS DESIGNER
 Tekla Consulting
 544 Eastwood Acres Lane, Radford, VA 22902
 (540) 951-2855

WATER MAINS CONSULTANTS
 CIVIL Collaborative
 424 Life West Hwy, Sacramento, CA 95831
 (916) 423-3743

MEP ENGINEER
 Inverly Corporation Engineers
 250 Westshore Commons, Suite 102, Midlothian, VA 23113
 (804) 777-9465

STRUCTURAL ENGINEER
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 1021 Boulder Parkway, Suite 310, Richmond, VA 23225
 (804) 251-6650

LIGHTING DESIGNER
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 (703) 486-1100

ENVIRONMENTAL GRAPHICS
 Design by Hyphen
 240 North Madison Street, Staunton, VA 24401
 (540) 850-8006
 consultants

BOTANICAL GARDEN OF THE PIEDMONT

project name

BOTANICAL GARDEN OF THE PIEDMONT

client

950 MELBOURNE RD, CHARLOTTESVILLE, VA 22901

project address

FINAL SITE PLAN

project phase

JANUARY 16, 2026

issue date

revisions

REVISED PER COMMENTS

COVER
sheet title

C0.0

sheet number

UTILITY DEMANDS

WATER FLOW (AVERAGE DAILY DEMAND)
 AVERAGE FLOW RATES (FROM TABLE 9-1 & 9-2, CHARLOTTESVILLE STANDARDS & DESIGN MANUAL)
 OFFICE = (200 GPD/1,000 SF OF FLOOR SPACE) / 19,757 SF
 = 3.845 GPD
 AVERAGE HOUR = 3.85 GPD / 24 = 165 GALLONS PER HOUR
 MAX HOUR = 300% OF AVERAGE HOUR = 495 X 3 = 1485 GALLONS
 PEAK HOUR = MAX HOUR X 1.5 = 495 X 1.5 = 743 GALLONS = 13.4 GPM
 SEWER FLOW (AVERAGE DAILY FLOW)
 AVERAGE FLOW RATES (FROM TABLE 9-1 & 9-2, CHARLOTTESVILLE STANDARDS & DESIGN MANUAL)
 OFFICE = (200 GPD/1,000 SF OF FLOOR SPACE) / 19,757 SF
 = 3.852 GPD

APPROVALS

DIRECTOR OF NEIGHBORHOOD DEVELOPMENT SERVICES

Document prepared by:
Albemarle County Attorney
County of Albemarle
401 McIntire Road
Charlottesville, Virginia 22902

Parcel ID No(s): TMP 061000000193A

This Agreement is exempt from Clerk's fees under Virginia Code § 17.1-266.

**AGREEMENT TO MAINTAIN
STORMWATER MANAGEMENT FACILITIES AND OTHER TECHNIQUES**

THIS AGREEMENT TO MAINTAIN STORMWATER MANAGEMENT FACILITIES AND OTHER TECHNIQUES (“Agreement”) is entered into by and between **CITY OF CHARLOTTESVILLE, VIRGINIA**, a municipal corporation and a political subdivision of the Commonwealth of Virginia (“Owner”), and the **COUNTY OF ALBEMARLE, VIRGINIA**, a political subdivision of the Commonwealth of Virginia (“County”); (collectively, the “Parties”).

RECITALS

R-1. The Owner is the fee simple owner of certain real property described as Albemarle County Parcel ID No. TMP 061000000193A (“Property”), by instrument recorded in the Clerk’s Office of the Circuit Court of Albemarle County, Virginia, in Deed Book 526, Page 238; and

R-2. The Owner is proceeding to build on and develop the Property; and

R-3. The Property is not within the County’s Municipal Separate Storm Sewer System (hereinafter, “MS4”) jurisdictional area; and

R-4. The Site Plan/Subdivision Plat identified as Botanical Gardens of the Piedmont, was approved and, in conjunction therewith, a Stormwater Management Plan, identified as Erosion and Stormwater Management Plan, Botanical Gardens of the Piedmont, Cityworks Number EG-25-0146, hereinafter (as may be amended from time-to-time); (Plan),” which is expressly made a part hereof, as approved or to be approved by the County, and which provides for water quantity and/or water quality compliance within the confines of the Property; and

R-5. The Plan and the land disturbing activity related thereto are subject to the Virginia Erosion and Stormwater Management Act (Virginia Code §§ 62.1-44.15:24 *et seq.*), as implemented in part by Chapter 17 (Water Protection) of the Albemarle County Code (“ACC”); and

R-6. 9VAC25-875-130 and ACC § 17-415 require an agreement to ensure the long-term maintenance of the permanent stormwater management facilities and/or other techniques required to serve the Property and, for those facilities within the County’s MS4 jurisdictional area, 9VAC25-890-40 imposes additional requirements, and the County implements 9VAC25-875-130 and 9VAC25-890-40 through ACC § 17-415 and this Agreement; and

R-7. For those facilities within the County’s MS4 jurisdictional area, this Agreement

also addresses, in part, the County’s obligations under Minimum Control Measure Number 5 (post-construction stormwater management) in the Albemarle County 5-Year MS4 General Permit and Program Plan; and

R-8. ACC § 17-415 requires that permanent on-site stormwater management facilities and/or other techniques, as shown on the Plan, including all pipes and channels built to convey stormwater to and from the facilities, all structures, berms, inlet and outlet structures, pond areas, filtration media, and forested and open space areas (which are considered to be a nonstructural technique to meet stormwater management requirements), provided to control the quantity and quality of the stormwater, access roads, and any other improvement that may affect the proper functioning of the Facilities (hereinafter, “stormwater management facilities and other techniques” are referred to individually as a “Facility” and collectively the “Facilities”) be constructed and adequately maintained by the Owner in perpetuity.

In consideration of the foregoing premises, the mutual covenants contained herein, and the following terms and conditions, the Parties hereto agree as follows:

1. Obligation of the Owner to Construct the Facilities. The Owner must construct and protect the Facilities that are required to be constructed and must do so in accordance with the Virginia Erosion and Stormwater Management Act plans and specifications identified in the Plan.

2. Obligation of the Owner to Maintain the Facilities. The Owner must maintain the Facilities in good working condition for so long as the Facilities exist, in a manner that meets or exceeds the maintenance standards provided herein, subject to the following:

A. “Good working condition” Defined. For the purposes of this Agreement, a Facility is in “good working condition” when it performs its design function in accordance with the plans and specifications identified in the Plan, including all conditions imposed in conjunction with approval of the Plan, and complies with all applicable standards, as determined by the Albemarle County Engineer (“County Engineer”).

B. “Maintain and maintenance” Defined. For the purposes of this Agreement, “maintain” and “maintenance” include (but are not limited to) maintaining, repairing, replacing, reconstructing, preserving, and restoring the Facilities or any part thereof necessary to comply with the plans and specifications identified in the Plan.

C. Maintenance Schedule. The Owner must maintain the Facilities in compliance with the maintenance schedule in the approved Plans as required under ACC § 17-403(C)(5).

D. Professional Engineer may be Required to Direct Work. The County Engineer may require that specific maintenance work be performed under the direction of a professional engineer.

3. Inspections and the Inspection Report by the Owner. The Owner must have the Facilities inspected to ensure that the Facilities are in good working condition, subject to the following:

A. Who may Inspect the Facilities. Whether initiated by the Owner or upon written demand by the County Engineer, the Facilities must be inspected by a person who: (1) is licensed as a professional engineer, architect, landscape architect, or land surveyor pursuant to Virginia Code § § 54.1-400 *et seq.*; (2) works under the direction and oversight of the licensed professional engineer, architect, landscape architect, or land surveyor referenced in subsection (A)(1); or (3) who holds an appropriate certificate of competence from the State Water Control Board.

B. What Must be Inspected. The inspections must be conducted according to the requirements of 9VAC25-875 *et seq.* (as hereafter amended).

C. When Inspections Must be Conducted. The Facilities must be inspected as specified in the approved Plans or by the County Engineer.

D. What Documents Must be Maintained. The inspection must be documented on a form provided by the County Engineer (“Inspection Report”) and must be completed to the satisfaction of the County Engineer. At a minimum, the Inspection Report must provide, as applicable, the date of the inspection, the name of the inspector, a description of the condition of all pipes and channels built to convey stormwater to and from the facilities, all structures, berms, inlet and outlet structures, pond areas, filtration media, forested and open space, vegetation provided to control the quantity and quality of the stormwater, access roads, and any other improvement that may affect the proper functioning of the Facilities, a list of all deficiencies causing the Facilities not to be in good working condition, including all control measures not operating effectively and all control measures that are inadequate, a list of required maintenance work to be performed so that the Facilities are restored to good working condition, and the date by which the maintenance work will be performed.

E. To Whom and When an Inspection Report Must be Submitted. The Owner must submit the Inspection Report and any other requested inspected documentation to the Director, Albemarle County Department of Facilities and Environmental Services, 401 McIntire Road, Charlottesville, Virginia 22902, or to a successor department, office, and address designated by the County. The Owner must provide the Inspection Report to the Department within thirty (30) days after completion of the inspection.

F. Section 3 Satisfied if County Conducts Inspection in any Year. The Owner’s obligations to have the Facilities inspected and to submit an Inspection Report under Section 3 will be deemed satisfied in any inspection period in which the County conducts an inspection under Section 4 and as provided in ACC § 17-811.

G. Inspection Period Defined. For the purposes of this Agreement, the term “inspection period” means the one (1)-year period beginning and ending on the anniversary of the date of this Agreement.

4. Permission to the County to Inspect the Facilities. The Owner hereby grants permission to the County, including its authorized agents and employees, to enter the Property and to inspect the Facilities whenever the County deems an inspection to be necessary, subject to the following:

A. Purposes for County Inspection. The County may inspect the Facilities for the purpose of determining the condition of the Facilities including, but not limited to, determining whether the Facilities are in good working condition, investigating any deficiencies reported in the Inspection Report, responding to complaints about the Facilities, and inspecting or observing any maintenance of the Facilities.

B. Prior Notice to the Owner not Required. The County is not required to provide prior notice to the Owner to enter the Property to conduct the inspection.

C. Inspection Findings and Demand for Maintenance. The County will provide the Owner with a copy of the findings of its inspection of the Facilities. If the inspection concludes that maintenance of any of the Facilities is required, the County also will provide the Owner with a demand that the Owner maintain the Facilities and the date by which the maintenance work must be completed.

5. The Owner's Response to the Inspection, the Inspection Report or the County's Demand for Maintenance. The Owner must comply with the following:

A. Corrective Action. If the inspection identifies the need for a corrective action, it must be completed as follows: (i) if the County Engineer determines, in the Engineer's sole discretion, that failure to implement the corrective action creates an imminent or potentially imminent threat to the public health or safety, the Owner must complete corrective action as soon as practicable, but no later than seven (7) days after discovery; (ii) if an inspection identifies a Facility that is not operating effectively, but is not an imminent or potentially imminent threat to the public health or safety, the Owner must complete corrective action as soon as practicable, but no later than sixty (60) days after discovery or a longer period allowed in writing by the County Engineer; (iii) if an inspection identifies an existing Facility that needs to be modified, or if an additional control measure is necessary, implementation must be completed prior to the next anticipated measurable storm event; if implementation before the next anticipated measurable storm event is impractical, then it must be implemented no later than sixty (60) days after discovery or a longer period allowed in writing by the County Engineer. The term "control measure" means any best management practice or stormwater facility, or other method used to minimize the discharge of pollutants to State waters or otherwise restrict or alter the hydraulics of stormwater flow and discharge.

B. Maintenance. If the Inspection Report under Section 3, or the inspection conducted by the County under Section 4, identifies Facility deficiencies, the Owner must promptly complete the maintenance work by the date specified in the Inspection Report or as demanded by the County. When the maintenance work is completed, the person performing or directing the work must certify to the County that the Facilities are in good working condition.

6. Right of the County to Enter the Property to Maintain the Facilities. If the Owner fails to maintain the Facilities in good working condition as required by Section 2, or fails to complete timely maintenance work as required by Section 5, the County, including its authorized agents and employees, may enter the Property and take whatever steps necessary to bring the Facilities into good working condition and to otherwise correct all deficiencies identified in the

Inspection Report under Section 3 or the inspection conducted by the County under Section 4, subject to the following:

A. No right to Erect Permanent Structures; Exceptions. The County's right to take "whatever steps necessary" does not allow the County to erect any structure of a permanent nature on the Property, unless: (1) the structure is required to ensure that the Facilities perform their design functions; or (2) it is a structure to house equipment to monitor the Facilities and any fencing related thereto.

B. County not Obligated to Maintain the Facilities. The County is under no obligation to repair or otherwise maintain the Facilities, and this Agreement does not impose any such obligation on the County.

7. Right of the County to Charge the Owner for its Costs of Maintenance; Obligation of the Owner to Reimburse the County. If the County performs any maintenance work on the Facilities under Section 6, it will charge the Owner all of the County's costs including, but not limited to, those costs for labor, equipment, supplies, materials, and project or contract administration. The Owner must reimburse the County for its costs, subject to the following:

A. Written Demand. The County will send to the Owner a written demand for payment of all its costs. The demand may be sent by first class mail to the address to which County real property tax bills are mailed or to another address provided by the Owner to the County.

B. Timely Payment. The Owner must reimburse the County for the costs identified in the County's written demand within thirty (30) days after the date of the written demand.

C. Collection by County. The County may collect any amount not timely reimbursed by the Owner in any manner authorized by law and may place a lien against the Property in the amount of the non-reimbursed costs, plus interest at the rate authorized by Virginia law.

8. Liability. The following terms apply to this Agreement:

A. No County Liability. This Agreement imposes no liability of any kind whatsoever on the County, including its agents, officers, and employees.

B. Notice of and Defense of Actions. If a claim is asserted against the County, including its agents, officers and employees, the County will promptly notify the Owner of the claim.

9. References to County Departments and Officers; Successors. Any reference in this Agreement to a County department or office includes its successor department or office as determined by the County.

10. Covenant Running with the Land. This Agreement will be recorded by the County in the Clerk's Office of the Circuit Court of Albemarle County, Virginia, will constitute a covenant running with the land, and will be binding on the Owner, its administrators, executors, assigns, heirs, and any other successors in interests, including any homeowners' association.

11. Date of this Agreement. This Agreement has been entered into by the Parties and will be effective on and after the date it is signed by the Albemarle County Executive.

WITNESS the following signatures:

[SIGNATURES BEGIN ON THE FOLLOWING PAGE]

OWNER:

CITY OF CHARLOTTESVILLE, VIRGINIA

By: _____
Samuel Sanders, Jr.
City Manager

COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF _____ :

The foregoing instrument was acknowledged before me this ___ day of _____, 2026,
by Samuel Sanders, Jr., City Manager, on behalf of the City of Charlottesville, Virginia.

Notary Public

My Commission Expires: _____

Registration Number: _____

Approved as to Form

J. Vaden Hunt, Esq.
Chief Deputy City Attorney

Date

[SIGNATURES CONTINUE ON THE FOLLOWING PAGE]

COUNTY OF ALBEMARLE, VIRGINIA

By: _____
Jeffrey B. Richardson
County Executive

COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF _____:

The foregoing instrument was acknowledged before me this ___ day of _____, 2026,
by Jeffrey B. Richardson, County Executive, on behalf of the County of Albemarle, Virginia.

Notary Public

My Commission Expires: _____

Registration Number: _____

Approved as to Form:

County Attorney

Date

Policy Briefing Summary

City Council



| | |
|---------------------------------|---|
| Regarding: | Resolution for Approval of Addendum to Lease with Botanical Garden of the Piedmont |
| Staff Contact(s): | John Maddux, City Attorney |
| Presenter: | John Maddux, City Attorney |
| Date of Proposed Action: | June 15, 2026 |

Issue

Botanical Garden of the Piedmont, Inc. has requested City Council approval of an Addendum to Deed of Lease in connection with a \$1,000,000 grant awarded by the National Fish and Wildlife Foundation. The grant will support construction of a nature-based stormwater management system as part of the Botanical Garden's first phase of construction.

The proposed addendum would authorize Botanical Garden of the Piedmont, Inc. to enter into the grant agreement and would acknowledge the federal government's limited reversionary interest in certain grant-funded improvements, while making clear that the City is not granting any interest in the City-owned land and is not assuming any obligations under the grant agreement.

Background / Rule

The City and Botanical Garden of the Piedmont, Inc. are parties to a forty-year ground lease dated November 8, 2021, for City-owned land to be used for the development and operation of a botanical garden.

Botanical Garden of the Piedmont, Inc. has been awarded a \$1,000,000 grant from the National Fish and Wildlife Foundation to assist with implementation of a nature-based stormwater management system intended to improve water quality and protect native habitat.

The grant agreement includes a provision under which the federal government may retain a limited reversionary interest in certain grant-funded improvements during their useful life if Botanical Garden of the Piedmont, Inc. defaults under the grant agreement. Because the improvements will be constructed on City-owned land leased to Botanical Garden of the Piedmont, Inc., the Botanical Garden has requested that the City approve its entry into the grant agreement and acknowledge the limited federal interest described in the grant.

Analysis

The proposed addendum is intended to allow Botanical Garden of the Piedmont, Inc. to accept the grant while protecting the City's ownership interest in the underlying property.

The addendum expressly states that the City is not granting the federal government any interest in the City's fee simple ownership of the land. It also provides that the addendum does not create any lien, mortgage, pledge, security interest, or encumbrance upon City property; does not constitute a pledge of the City's credit or assets; does not make the City a guarantor of the Botanical Garden's grant obligations; and does not cause the City to assume any repayment or performance obligations under the grant agreement.

The federal interest acknowledged by the addendum is limited to grant-funded improvements

constructed by Botanical Garden of the Piedmont, Inc., and only to the extent of the Botanical Garden's interest in those improvements. Any such interest is subordinate to the City's fee ownership of the land. The addendum also provides additional protection for the City by making any default by Botanical Garden of the Piedmont, Inc. under the grant agreement a default under the City's lease.

Financial Impact

Approval of the addendum has no direct financial impact on the City. The addendum does not require the appropriation or expenditure of City funds. It also does not create any repayment obligation, guaranty obligation, pledge of City credit or assets, or performance obligation for the City under the grant agreement.

Recommendation

Staff recommends that City Council approve the proposed Addendum to Deed of Lease and authorize the City Manager to execute the addendum on behalf of the City, subject to approval as to form by the City Attorney.

Recommended Motion (if Applicable)

I move to approve the resolution approving the Addendum to Deed of Lease between the City of Charlottesville and Botanical Garden of the Piedmont, Inc., and authorizing the City Manager to execute the addendum on behalf of the City, subject to approval as to form by the City Attorney.

Attachments

1. City Lease Addendum - Botanical Gardens

ADDENDUM TO DEED OF LEASE

WHEREAS the Botanical Garden of the Piedmont, Inc. ("Lessee") currently rents land owned by the City of Charlottesville, Virginia ("Lessor") under a forty (40) year ground lease dated November 8, 2021 (the "Lease");

WHEREAS the Lessee is preparing its first phase of construction of a Botanical Garden that will be open and free of charge to City residents;

WHEREAS the Lessee was recently awarded a one-million dollar (\$1,000,000.00) federal grant from the National Fish and Wildlife Foundation (the "NFWF") to provide Lessee with financial assistance for implementing a nature-based stormwater management system that will improve water quality and protect native habitat (the "NFWF Grant");

WHEREAS Section 4.3 of the NFWF Grant contains a clause whereby the Federal Government retains a reversionary interest solely in certain grant-funded improvements constructed by Lessee with the granted funds during their useful life if Lessee defaults under its agreement with the NFWF;

WHEREAS the Lessee requests approval from the Lessor to enter into the NFWF Grant;

WHEREAS the Lessee requests acknowledgment by Lessor of Section 4.3 in the NFWF Grant regarding the federal government's limited reversionary interest in such grant-funded improvements;

WHEREAS, Lessors desires to clarify that it is not granting any interest in its fee ownership of the land and is not assuming any obligations under the NFWF Grant;

NOW THEREFORE, subject to this Addendum, the Lessor hereby approves the Lessee to enter into the NFWF Grant.

Lessor further acknowledges that the Federal Government may retain a limited reversionary interest solely in the grant-funded improvements constructed by Lessee and solely to the extent of Lessee's interest therein.

As consideration for said approval and acknowledgment, Lessee hereby agrees that any default under the NFWF Grant during the Lease Term, and any extensions, shall constitute Lessee's default under Section 21 of the Lease.

Said approval and acknowledgment supplements the Lease but does not otherwise modify any of its terms, which shall all remain in full force and effect notwithstanding this Addendum.

Nothing in this Addendum shall be construed as:

- (a) granting the Federal Government any interest in the City's fee simple ownership of the land;
- (b) creating any lien, mortgage, pledge, security interest, or encumbrance upon the City's land,

- (c) constituting a pledge of the City’s credit or assets in aid of any private entity;
- (d) making the City a guarantor of Lessee’s obligations under the NFWF Grant; or
- (e) causing the City to assume any repayment or performance obligations arising under the NFWF Grant.

Any federal interest herein shall be subordinate to the City’s fee ownership and limited solely to Lessee’s leasehold rights and Lessee’s grant-funded improvements, if any.

LESSOR: CITY OF CHARLOTTESVILLE, VIRGINIA

By: _____

Title: _____

Date: _____

LESSEE: BOTANICAL GARDEN OF THE PIEDMONT, INC.

By: _____

Title: _____

Date: _____

Policy Briefing Summary

City Council



| | |
|---------------------------------|--|
| Regarding: | Resolution to appropriate \$52,981.60 from the Virginia Department of Housing and Community Development, Virginia Homeless Solutions Program (requesting one reading with four-fifths vote) |
| Staff Contact(s): | Taylor Harvey-Ryan, Grants Program Manager |
| Presenter: | Taylor Harvey-Ryan, Grants Program Manager |
| Date of Proposed Action: | June 15, 2026 |

Issue

The City of Charlottesville has been awarded an additional \$52,981.60 from the Virginia Homeless Solutions Program (V.H.S.P) from the Virginia Department of Housing and Community Development. These funds must be spent by end of the fiscal year, June 30, 2026.

Staff is requesting a single reading on appropriating these grant funds in order to meet the states deadline of expenditure by June 30, 2026.

Background / Rule

The Office of Budget and Grants Management, in coordination with the Blue Ridge Area Coalition for the Homeless (B.R.A.C.H.) received a grant from the Virginia Department of Housing and Community Development (DHCD). The Virginia Housing Solutions Program Rapid Re-housing award is \$52,981.60 and funds to be expended between July 1, 2025, and June 30, 2026. We received notice of the additional award on June 11, 2026.

Analysis

The City of Charlottesville has staff from the Office of Budget and Grants Management and the Department of Human Services serving on the B.R.A.C.H. Board of Directors. Virginia Homeless Solutions Program (V.H.S.P.) is an important resource in our community's efforts to end homelessness. The grant provides services for Rapid Re-Housing in which The Haven screens and administers rapid re-housing assistance and housing navigation to households experiencing homelessness. The grant is part of a larger program of V.H.S.P. funds that provide several services across the continuum and was appropriated last year.

Financial Impact

This grant will be entirely pass-through funds. No local match is required from the City of Charlottesville. There is no budget impact for the City of Charlottesville. All funds will be distributed to sub-recipients for service provision.

Recommendation

Staff recommends the acceptance of the grant funds and the execution of the grant agreement or amendment from the Virginia Department of Housing and Community Development.

Recommended Motion (if Applicable)

I move to approve this item through single-reading using a four-fifths vote.

I move to approve the resolution appropriating \$52,981.60 from the Virginia Department of Housing and Community Development for the Virginia Homeless Solutions Program.

Attachments

1. FY26 VHSP additional 60k Resolution



RESOLUTION #R-__ - __
Appropriating Funding in the Amount of \$52,981.60 To Be Received from the Virginia Department of Housing and Community Development's Virginia Homeless Solutions Program

WHEREAS, The City of Charlottesville, through the Office of Budget and Grants Management has been notified that it will be awarded a grant from the Virginia Homeless Solutions Program (V.H.S.P.) of the Virginia Department of Housing and Community Development in the amount of \$52,981.60; and

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that upon receipt of the VHSP funding the Commonwealth of Virginia, said funding, anticipated in the sum of \$52,981.60, is hereby appropriated in the following manner:

Revenues

\$52,981.60 Fund 209 Order 1900611 G/L 430110 State Grant

Expenditures

\$52,981.60 Fund 209 Order 1900611 G/L 530550 Contractual Services

BE IT FURTHER RESOLVED that this appropriation is conditioned upon receipt of \$52,981.60 in funds from the Virginia Department of Housing and Community Development

Date Adopted:

Certified: _____
Clerk of Council



City Manager's Report

City Departments

6-15-2026

City Manager – Sam Sanders (he/him)

- June 3
 - Chief Kochis and Chris Engel joined me for a meeting with Holiday Drive business owners regarding the one-stop homeless services center being planned for 2000 Holiday Drive. It was a good meeting where information was shared, and concerns were heard and responded to. All questions were acknowledged and answered with information that is currently available. A future meeting will be held once details become clearer regarding construction and use of the site.
- June 4
 - Attended an employee appreciation cookout at Charlottesville Area Transit (CAT). It was a great opportunity to thank our transit team for their service to the community.
 - Participated in a retreat for the Office of Budget and Grants Management. Director Hammill convened a session for her team to help with planning and coordination of work efforts surrounding the critical function the budget plays across the organization. I was able to share my vision for the organization and how the team fits into the picture.
- June 5
 - Joined Chris Engel for a business visit with Brian Ralston of General Atomics, a local operation in the intelligence and security industry. We discussed their plans for expansion locally and how they are climbing the list of top employers for the City. It was interesting and impressive to hear the amazing things happening right in our community.
 - Continued conversations with PACEM about offering overnight shelter year-round as an emergency project.
- June 8
 - The City hosts a New Employee Orientation bimonthly and I (or one of my backups) kickoff with a Welcome to the City. This week, we had a host of youth interns join and it was nice to see the interest in serving the community. Hopefully I planted a seed to recruit some future public administrators to serve the community.
 - City and Schools leadership met to review pupil transportation planning for the summer and upcoming school years we all agree we need to study the efficiencies and opportunities for ensuring safe and reliable service for schools.
 - Misty Graves and Assistant City Manager Roman joined me for a discussion about homeless services coordination with Shayla Washington, BRACH Executive Director. We have a series of items moving and will continue to work through Misty.

- June 9
 - Joined Jay James for my monthly WINA segment. We discussed homelessness interventions, homeless services planning, and Charlottesville City Schools' early learning center.
 - Monthly Albemarle County check-in with Jeff Richardson. We mostly reviewed our recent participation in the Chamber2Chamber visit to Chapel Hill. We discussed next step actions and coordinating further discussion in the upcoming October 6 joint meeting of City Council and Board of Supervisors.
 - Participated in a segment with Dan Schutte at CBS19 to highlight the Cville Spectacular Fireworks Show atop Carter Mountain on July 4 and the 50th Anniversary of the Downtown Mall which is a day-long party on July 3.

Deputy City Manager (DCM) – James Freas (he/him)

- From May 12 to 15, James attended the Congress for New Urbanism in northwest Arkansas. Notable sessions included those by Economist Raj Chetty on research-backed methods for achieving intergenerational prosperity and several sessions on housing and multi-modal transportation. The region itself provided an excellent example of commuter and recreational bike infrastructure at a regional scale.
- On May 19, James met with Friends of Charlottesville Downtown to discuss economic development initiatives related to the Downtown Mall.
- Also on the 19th, James met with a representative of the Virginia High Speed Rail Alliance and the National Rail Passengers Association to learn more about the potential future of passenger rail in Charlottesville.
- On May 27-29, James participated in the Chamber2Chamber event in Chapel Hill/Carrboro, NC. Notable sessions focused on regional collaboration, affordable housing development, and Main Street-focused economic development.
- On June 1, James attended a meeting with the Building Inspections division of Neighborhood Development Services to discuss the current challenges with plan review and inspection timelines as the City works through vacancies.
- On June 5, James participated in an introductory meeting hosted by the Thomas Jefferson Planning District Commission with Maria Zimmerman, the new Director of the Virginia Department of Rail and Public Transportation. The meeting included discussion of the Charlottesville-Albemarle Regional Transit Authority and planning work being initiated by the state around rail development, public transportation, and transit-oriented development.

Utilities – Director Lauren Hildebrand (she/her)

- The Charlottesville Department of Utilities continues its ongoing replacement of outdated infrastructure throughout the City’s water and gas distribution systems with the West Main Street Utilities Replacement Project. Scheduled to break ground later this month, this project will replace aging water and gas infrastructure and improve service by bringing the water and gas systems in the area up to current industry standards, significantly enhance reliability, reduce the risk of future service disruptions, and lower routine maintenance costs.
- Utilities held an open house for the project on June 11, inviting the community to come learn about Phase One of the project, to understand what to expect during construction, and to ask questions. Attendees were able to speak with representatives from the Department of Utilities, the City’s traffic engineer, engineering firm AH Engineering Consultants, and the contracting company Miller Pipeline. Utilities communicated the upcoming work and open house with social media posts, a community press release, via a news story on NBC29, and by sending over 100 letters to those who may be directly impacted by Phase One.
- The Department of Utilities is committed to providing first-rate utility services, and the West Main Street Utilities Replacement Project will contribute to strengthening the long-term sustainability, resilience, and efficiency of the gas and water distribution systems for all of Charlottesville and will help ensure the community continues to receive reliable, high-quality utility services.
- Updates on Phase One, as well as other pertinent information surrounding the project’s progress are available at www.connect.charlottesville.gov/WestMainUtilitiesPr.

Parks & Recreation – Director Riaan Anthony (he/him)

- Outdoor Pools and Spray Grounds have opened for the 2026 season. More information can be found at: [Outdoor Pools & Spray Grounds | Charlottesville, VA](#).
- Registration is open for summer recreational programs. Customers can view and sign-up for programs online at: [Summer Recreation Programs](#).
- Summer youth golf programs are available at Meadowcreek Golf Course through First Tee Virginia Blue Ridge and the PGA. For more information and to sign-up, visit: Golf Lessons in [Charlottesville, VA | Meadowcreek Golf Course](#).
- Summer camps begin Monday, June 15 and run through Friday, July 24. Registration is 98% full, and limited spots remain. If you are interested in enrolling, please register online at [Summer Camps](#).
- Recreation centers will have modified operating schedules from June 15 – July 31 due to summer camps. Key and Tonsler Recreation Centers will be open to

the public beginning at 5:00 PM Monday-Friday. Carver Recreation Center's gymnasium will have reduced availability Monday-Friday. Please refer to the [Carver Open Gym Calendar](#) for the most up-to-date information.

- Registration is currently open for a Pickleball Ladder League that will begin at the end of June/Beginning of July. We have 60 player slots available for the program: [Pickleball League Registration](#).
- We had a great turnout for our first Splash Sunday of the year! Attendees especially enjoyed the water inflatables. Please join us for our next Splash Sunday on July 26 from 5:00-7:00 PM at Washington Park Pool. It will include free swimming, kids' inflatables, a live DJ, and hands-on activities and games.
- The new playground equipment for 5-12-year-olds has been installed at Meade Park. Voted on by the community, this playground design features ramping throughout, making it a more inclusive play space for people with mobility challenges.
- Saturdays at City Market will focus on fun and creativity this summer! Kids can join us for the return of the Two Bite Challenge. Each week we will feature a fruit or vegetable sample; take two bites and earn \$5 in POP Bucks to use on any fresh produce. We will also have local artist Joe Vena there to lead creative and interactive art activities for all.
- The irrigation replacement project at Meadowcreek Golf Course is complete. The course replaced its 50+ year old irrigation system due to it out-living its useful life and will now deliver more consistent and efficient water supply to the golf course.
- The Adaptive Program had a successful overnight trip to Great Wolf Lodge. Eight participants attended, and each participant shared at least one new experience along with many laughs and opportunities to build new friendships.
- The Senior Program went on a successful field trip to the Science Museum of Virginia that sparked interest from new participants and encouraged community engagement.
- Prep work for the native grass and wildflower meadow installation has begun at McIntire Park. This will convert one acre of former golf course land to a native meadow, which will be beneficial for insects, birds, and the overall biodiversity of the site. Seeds will be planted in September.
- Play All Day VA takes place on June 21, the longest day of the year. We invite residents to explore our community, try new activities, enjoy the outdoors, and connect with neighbors at no cost. From early morning forest bathing to afternoon roller skating to evening pet-friendly gatherings, Play All Day VA aims to demonstrate that recreation is accessible, welcoming, and meant for everyone. Daily entrance fees will be waived at all recreation centers for the day. More information and a link to reserve tickets for many of the activities can be found at [Play All Day VA](#).

Information Technology (IT) – Director Steve Hawkes (he/him)

- The IT Department is pleased to share several accomplishments and updates from May.
 - Helpdesk & Support Services
 - The IT team completed 299 Helpdesk support tickets in May, with 98% of customer survey responses rating service as “very good” or “outstanding.” The Helpdesk team also deployed seven new PCs to employees as part of our ongoing device refresh program.
 - Departmental Initiatives
 - The IT Department held its annual cleanup day and luncheon in early May. The event provides an opportunity to dispose of outdated equipment, refresh workspaces, and review departmental file retention practices. The Department’s leadership team also finalized the draft of the IT Strategic Plan, which will guide initiatives for the coming years.
- Citywide Initiatives
 - AI User Group
 - The City’s AI User Group met in May for a presentation from a group member demonstrating practical applications of AI in their workflow, followed by member check-ins.
 - Annual Website Meeting
 - IT facilitated the City’s annual website meeting for all website editors. The meeting included presentations on website analytics, new platform features, and ADA compliance best practices.
 - GIS User Group
 - The quarterly GIS User Group meeting was held in May and facilitated by the City’s GIS Coordinator, focusing on updates to mapping tools and data resources.
- Applications & Systems Enhancements
 - The Applications team completed updates to several City systems during May, including:
 - Updates to the City’s Leave Request System
 - Upgrades to database servers
 - New reports created for the Helpdesk System
 - Professional Development
- The City’s SAP Engineers attended an annual industry user conference.
 - Participation in these events ensures staff remain informed about national best practices and emerging technologies.

Public Works – Director Steven Hicks (he/him)

- Summer 2026 Paving Program
 - Public Works plans to complete pavement resurfacing on the following streets during the remainder of the summer:
 - Grove Avenue (Hazel Street to High Street)
 - 12th Street NE (Market Street to Meriwether Street)
 - Rialto Street (Elliott Avenue to End)
 - 10th Street NW (Grady Avenue to Wertland Avenue)
 - Cabell Avenue (Preston Avenue to Grady Avenue)
 - St. George Avenue (St. Clair Avenue to Coleman Street)
 - Sheridan Avenue (Calhoun Street to Dead End)
- Charlottesville Area Transit (CAT) – Transit Bus Charger Installation
 - Construction of the CAT electric bus charging infrastructure has been completed. Delivery of the new Gillig battery electric bus is anticipated in the coming weeks, marking another milestone in the City’s transition toward a more sustainable transit fleet.
- Downtown Mall Crossings Project
 - Pedestrian access at the 4th Street crossing has been shifted from the center of the Mall to the south side onto newly installed brick pavers. A similar traffic shift is planned at the 2nd Street crossing as construction progresses. Brick removal and replacement activities will continue within the center and north portions of both crossings, along with concrete placement for sidewalk tie-ins at 2nd and 4th Streets. Construction is being phased to maintain at least one pedestrian access route on each side of the Mall whenever possible. Areas affected by construction will be reopened as work is completed.
- Park Street Improvements Completed
 - Public Works has completed pavement resurfacing, striping, and targeted ADA curb ramp upgrades along Park Street. As part of this project, the City incorporated mobility improvements within the existing roadway footprint by adding bicycle accommodations in both directions. The improvements include a climbing lane on the east side of Park Street from Route 250 bridge to the crest of the hill and a climbing lane on the west side from Melbourne Avenue south to the crest of the hill. These improvements, combined with updated pavement markings, enhance multimodal travel options and improve bicycle safety throughout the corridor.

Policy Briefing Summary

City Council



| | |
|---------------------------------|---|
| Regarding: | Police Civilian Oversight Board 2025 Annual Report |
| Staff Contact(s): | James Walker, PCOB Management Analyst |
| Presenter: | James Walker, PCOB Management Analyst |
| Date of Proposed Action: | June 15, 2026 |

Issue

The Police Civilian Oversight Board (the Board) and the Office of Police Civilian Oversight (the Office) submit the attached annual report summarizing the work of both bodies during calendar year 2025. The report is presented to City Council as part of the City Manager's Report.

Background / Rule

Per Article XVI, Section 2-466(c) of the Code of the City of Charlottesville, the Director provides City Council an annual report on the activities of the Board and the Office for the preceding calendar year. The report summarizes the complaints received, the investigations monitored, the policy recommendations made, the community engagement undertaken, and the other work of the Board and the Office during 2025. It is offered as a transparent public account intended to strengthen trust and accountability in local law enforcement; to keep the report concise, detailed case data, budget tables, and visualizations are published in a digital dashboard on the Board's webpage.

Analysis

The written report provides an account of the work of the Board and the Office in 2025, organized in six parts: [1] the Board and the Office; [2] Police Department oversight; [3] policy, ordinance, and governance reform; [4] community engagement and outreach; [5] professional development and peer engagement; and [6] office operations and city collaboration. The accompanying presentation offers a high-level overview of the year, its principal developments, and the direction of oversight heading into 2026. In 2025, significant membership turnover and a series of resignations left the Board without a quorum from June through October; quorum was restored in November, when new members were seated and new officers elected. Against that backdrop, the Board's central accomplishment was City Council's adoption of Ordinance O-25-142 on November 17, the most significant revision of Article XVI since the Board's creation. The revision established the Office as a division of the City Manager's Office, clarified the respective roles of the Board and the Office, placed the authority to retain independent legal counsel with the Director, expanded the Director's audit authority, and streamlined Board-member training.

The report groups the year's accomplishments into four areas:

- **Police Department oversight:** maintained records and interview access exceeding that of any other civilian oversight body in Virginia; monitored internal affairs interviews across at least eight cases; participated in use-of-force and candidate interview panels; built an audit framework for the FLOCK automated license plate reader system; and contributed to Department policy on language access, use of force, the Early Intervention System, and automated license plate readers.
- **Governance and reform:** advanced and adopted O-25-142; produced a position statement and model analysis to guide a 2026 shift toward a Monitor, Audit, and Review framework; and

restored quorum, elected new officers, and advocated the Board's role publicly to fill remaining vacancies.

- **Community engagement:** hosted the inaugural PCOB Community Meeting, drawing more than 50 participants whose input informed the year's reform priorities, and sustained partnerships across the community and the broader oversight field.
- **Office operations:** carried the Office's responsibilities through a leadership transition with limited staffing, advanced the search for dedicated independent legal counsel, stabilized core systems, and introduced a data-driven monthly work plan.

Financial Impact

This report has no additional financial impacts outside the adopted FY27 Office of Police Civilian Oversight budget.

Recommendation

The Board and the Office recommend that Council receive the report, ask any follow-up questions, and share any expectations they may have of the Police Civilian Oversight Board and the Office.

Recommended Motion (if Applicable)

Not applicable. This item is presented for information as part of the City Manager's Report.

Attachments

1. PCOB 2025 Annual Report
2. PCOB 2025 Annual Report Presentation



CITY OF CHARLOTTESVILLE · VIRGINIA

“To Be a Place Where Everyone Thrives”

**Police Civilian
Oversight Board**

2025 ANNUAL REPORT

PREPARED BY

James R. Walker

Acting Director, Office of Police Civilian Oversight

Charlottesville, Virginia 22902

(434) 970-3794 | pcob@charlottesville.gov | www.charlottesville.gov

INTRODUCTION

Fulfillment of Reporting Requirements

The City of Charlottesville Police Civilian Oversight Board (the Board) submits this report in fulfillment of Article XVI, Section 2-466(c) of the Charlottesville City Code, which requires the Director to provide City Council an annual report on the activities of the Board and the Office of Police Civilian Oversight (the Office) for the preceding calendar year. This report summarizes the complaints received, the investigations monitored, the policy recommendations made, the community engagement undertaken, and the other work of the Board and the Office during the 2025 calendar year.

Its primary audience is everyone who lives, works, studies, or spends time in Charlottesville. The Board offers it as a transparent account intended to strengthen public trust and accountability in local law enforcement. To keep the report readable, detailed case data, budget tables, and visualizations are published in a digital dashboard on the Board's webpage; references to that dashboard appear throughout.

IN APPRECIATION

Recognitions

Civilian oversight depends on people willing to build an institution that will outlast their own tenure. In 2025, the Board and the Office marked the departure of two such people, each of whom strengthened the organization and left its mission better positioned than they found it. The Board records its gratitude here for their service and for the foundation they helped establish.



Inez Gonzalez

EXECUTIVE DIRECTOR

Inez Gonzalez served as Executive Director of the Office from May 2023 through August 15, 2025. She brought to the role more than twenty-five years of experience with the Newark, New Jersey Police Department, where she rose to the rank of Captain, commanded the Office of Internal Affairs, and became the department's first Hispanic woman to hold the ranks of lieutenant and captain. Under her leadership, the Office secured the most extensive access to police data systems and records held by any oversight body in the Commonwealth of Virginia, a foundation that remains central to the Board's capacity for independent review. In September 2025, she became the Independent Police Auditor for Bay Area Rapid Transit, carrying forward the oversight work to which she has devoted her career. The Board is grateful for her service and wishes her continued success.



Al Pola

FORMER BOARD CHAIR

Al Pola, a retired attorney, was elected Chair of the Board in January 2025 and led it through June of that year. He brought a lawyer's discipline to the Board's governing framework, insisting that the authorizing ordinance be honored as a binding obligation and advocating for the structural reforms, independent counsel, and staffing that meaningful oversight requires. His call for the City to strengthen the foundation of civilian oversight helped shape the reform agenda the Board carries forward today. The Board thanks him for his principled service and extends its best wishes.

FOREWORD

Letter from the Chair

To the Charlottesville community, the City Council, and the City Manager,

It is my honor to offer this reflection on behalf of the Police Civilian Oversight Board as we close a year defined as much by perseverance as by progress. When I was elected Chair on November 13, 2025, the Board was just emerging from one of the most challenging stretches in its short history. That we end the year with renewed momentum, a clarified mandate, and a clear path forward is a testament to the dedication of my fellow Board members, the steady leadership of Acting Director James R. Walker, and the patience of a community that has never stopped asking us to do this work well.

2025 was, above all, a year of transitions. The Board began the year under one Chair, elected another in January, and saw significant turnover in March with the welcoming of four new members and the departure of three. A series of resignations in late spring left the Board without a quorum from June through October. This was a difficult period during which formal action was impossible, but during which the Office, the Acting Chair, and our partners across city government kept the work moving. In August, we said goodbye to Executive Director Inez Gonzalez and welcomed Mr. Walker into acting leadership of the Office. By November, with the seating of two new members, quorum was restored, new officers were elected, and the Board was once again able to fully act on behalf of the community it serves.

Against that backdrop, the Board's most significant accomplishment of the year was the adoption of Ordinance O-25-142 on November 17, which was the most consequential revision of Article XVI since the Board was created. The new ordinance formally established the Office of Police Civilian Oversight as a division of the City Manager's Office, clarified the respective roles of the Board and the Office, placed the authority to retain independent legal counsel with the Director, expanded the Director's audit authority, and streamlined Board-member training requirements. These were not abstract reforms. They addressed a number of the practical obstacles that had limited the Board's effectiveness for years, and they did so in a way that strengthens our independence while integrating our work more clearly into the structure of city government and the needs of the community we serve.

Other accomplishments deserve mention. The Office maintained a level of records and interview access that exceeds that of any other civilian oversight body in Virginia, monitored internal affairs interviews across at least eight cases, and participated in use-of-force and hiring panels throughout the year. We built an audit framework for the FLOCK automated license plate reader system and educated both members and the public on its use.

We contributed to Police Department policy on Limited English Proficiency, Use of Force, the Early Intervention System, and ALPR oversight. Our inaugural PCOB Community Town Hall at the Carver Recreation Center on April 29 drew more than 50 participants whose voices directly shaped our reform priorities. And, with the support of the City Attorney's Office, we made meaningful progress toward retaining dedicated independent legal counsel, which was a long-standing Board priority that we expect to finalize in early 2026.

The most important work, however, still lies ahead. Six years into the Board's existence, it has become clear that the current oversight model, though ambitious in design, is difficult to operate as written. The October position statement and the December model analysis prepared by the Office laid the groundwork for a thoughtful shift toward a monitor, audit, and review framework: one that better fits the practical limits of a volunteer board, makes fuller use of the Office's professional capacity, and, in the words of our position statement, delivers "more of what the community asked for, in a clearer and more focused way." Deliberations on that redesign will continue into 2026, and they will be the central charge of the Board in the year ahead.

To the residents who attended our Community Town Hall, who filed complaints, who wrote to us, who challenged us, and who simply kept watching: thank you. Civilian oversight succeeds only when the community insists on it. To my fellow Board members, to Mr. Walker and the Office staff, to Chief Kochis and the men and women of the Charlottesville Police Department, to the City Manager and his staff, to the City Attorney's Office, and to City Council: thank you for meeting a difficult year with good faith and shared purpose.

The structural clarity gained in 2025 has prepared us well for what comes next. I look forward to the work ahead.

Sincerely,

Jeffrey Fracher, Ph.D.

Chair, Police Civilian Oversight Board

FOREWORD

Letter from the Acting Director

To the Charlottesville community, the City Council, and the City Manager,

I am proud to present this report, and prouder still of the year that produced it. 2025 asked a great deal of this Office. We carried the work through a change in leadership, through months when the Board met without the quorum it needed to act, and through the everyday demands of oversight, which pause for no one. We came through it, and we came through it together.

I want to acknowledge what made that possible, because it was not any single decision or document. It was a Board that kept meeting even when it could not formally act. It was colleagues across city government who answered when we called on them. It was a Police Department willing to keep a candid, sometimes difficult working relationship intact. And it was a community that never let us forget who this work serves. When residents filled the room at our first town hall in the spring, when people wrote to us, questioned us, and held us to account, they were not making the work harder. They were making it real.

What I hope comes through in these pages is not only that the Office grew sturdier this year, but that it grew more rooted. Oversight is not a structure or a line in the city code. It is a relationship, rebuilt with every complaint we take seriously, every interview we observe, and every honest answer we give a neighbor who wants to understand how their police department works.

That is the future I am most committed to as we move into 2026: not oversight that merely outlasts a hard year, but oversight that becomes a steady, dependable, and trusted part of life in Charlottesville. The foundation is in place. The work ahead is to make it durable, and to make it ours, alongside the people it is meant to serve.

Thank you for your attention, your candor, and your trust. I am proud of what this Office accomplished this year, and deeply hopeful about what we will build next.

Sincerely,

James R. Walker

Acting Director, Office of Police Civilian Oversight

FRONT MATTER

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CONTEXT

The Charlottesville Community

Charlottesville is home to approximately 45,000 residents. This represents a decline from 46,553 at the 2020 Census to an estimated 44,388 as of July 1, 2025.¹ The city's median age is about 33, shaped in part by the presence of the University of Virginia and its roughly 26,400 students.² The community is racially and ethnically diverse, though it remains predominantly white and somewhat less diverse than Virginia as a whole. About 64% of residents are white (non-Hispanic), 16% are Black or African American, 7% are Asian, 7% are Hispanic or Latino, and 9% identify with two or more races. Roughly one in ten residents is foreign-born, and about 15% of residents age five and older speak a language other than English at home.³

Charlottesville is, by many measures, a prosperous and highly educated community. Median household income is approximately \$74,800, about 90% of the national median, and educational attainment far exceeds national averages, with 63% of adults age 25 and older holding a bachelor's degree or higher, compared with roughly 36% nationally.³ Yet that prosperity is unevenly shared. Roughly one in five residents live below the poverty line, although this figure is inflated by the large off-campus student population; the poverty rate for non-student residents is closer to 14%. Economic hardship also falls sharply along racial lines. Median household income for white households is roughly \$87,700, compared with \$36,500 for Black households; 71% of white residents hold a bachelor's degree or higher, compared with 21% of Black residents; homeownership stands at 50% for white residents, compared with 26% for Black residents and 35% for Hispanic residents; and life expectancy differs by nine years, at 81 years for white residents versus 72 years for Black residents.⁴ These disparities underscore the importance of equity in policing and civic life, and they inform the Board's commitment to ensuring that all members of the community are treated with fairness, dignity, and respect.

¹ U.S. Census Bureau, QuickFacts: Charlottesville city, Virginia (Population Estimates Program, July 1, 2025 estimate; 2020 Decennial Census count). Retrieved June 5, 2026.

² University of Virginia Main Campus, 2024–2025 total enrollment (26,409 students). Retrieved June 5, 2026.

³ U.S. Census Bureau, 2020–2024 American Community Survey 5-Year Estimates, via QuickFacts and Census Reporter. Retrieved June 5, 2026.

⁴ University of Virginia, Weldon Cooper Center for Public Service, Poverty and Postsecondary Students in College Towns; and UVA Center for Community Partnerships, Charlottesville City Community Wellbeing Profile (July 2025, 2023 ACS 5-Year data). Retrieved June 5, 2026.

CONTEXT

The Current State of Civilian Oversight

The landscape of civilian oversight of police entered a period of pronounced retrenchment in 2025, as the federal government withdrew much of the scaffolding that had supported police accountability since 2020. In raw numbers the field continued to grow. The National Association for Civilian Oversight of Law Enforcement (NACOLE) now identifies approximately 250 oversight entities nationwide, up from roughly 200 a few years earlier. Local jurisdictions have begun to tailor oversight authority to local resources and bargaining constraints, yet NACOLE itself cautions that oversight continues to face existential challenges, and that many agencies still lack the resources and access needed to fulfill their mandates.⁵

The defining development of the year was federal. Following an April 2025 executive order directing review of all federal police oversight agreements, the U.S. Department of Justice moved on May 21, 2025, to dismiss the proposed consent decrees in Minneapolis and Louisville, which had been negotiated after the killings of George Floyd and Breonna Taylor, and closed pattern-or-practice investigations into several other departments, retracting prior findings of unconstitutional policing.⁶ State legislatures moved in parallel: the restrictions imposed by Florida's House Bill 601 took full effect in 2025, and comparable state preemption of local oversight authority persisted.⁵ A number of cities nonetheless committed to continuing reforms, leaving a more uneven national landscape, one in which oversight is no longer expanding.

Public confidence, a key barometer of oversight's legitimacy, reversed its prior-year gains. Gallup's June 2025 survey found confidence in police down six points, erasing most of the 2024 recovery, with the widest racial gap of any measured institution: 52% of white adults versus 24% of Black adults expressed "a great deal" or "quite a lot" of confidence, alongside a sharp partisan divergence following the change in administration.⁷ A Pew Research survey conducted in February 2025 corroborated this skepticism: 72% of U.S. adults said the post-2020 focus on racial inequality had not improved the lives of Black Americans, and 54% said relations between police and Black people were the same as before Floyd's killing.⁸

Taken together, 2025 was characterized less by the dismantling of oversight than by the removal of federal support, accompanied by selective state restrictions and persistent local political pressure. The resilience of civilian oversight depends more than ever on local will, sustainable funding, and clear statutory authority.

⁵ National Association for Civilian Oversight of Law Enforcement. (2024–2025). Police Oversight by Jurisdiction (USA) and Oversight Models. Retrieved from nacole.org/police_oversight_by_jurisdiction_usa and nacole.org/oversight_models

⁶ PBS NewsHour. (2025, May 21). Justice Department moves to cancel Minneapolis and Louisville police reform settlements. Retrieved from pbs.org/newshour/politics

⁷ Gallup. (2025, July 17). Democrats' Confidence in U.S. Institutions Sinks to New Low. Retrieved from news.gallup.com/poll/692633

⁸ Pew Research Center. (2025, May 7). After George Floyd: Views of Race, Policing and Black Lives Matter in the 5 Years Since George Floyd's Killing. Retrieved from pewresearch.org/race-and-ethnicity

About the Board and the Office



Credible oversight begins with a clear mandate and the people willing to carry it out. The Police Civilian Oversight Board draws its authority from Virginia Code and Article XVI of the City Code, and its purpose from a community demand for accountability that took shape after 2017. The pages that follow trace that lineage, the Board's powers and limits, its history, and a year marked by significant membership turnover, a months-long loss of quorum, and its restoration in November. They also introduce the Office of Police Civilian Oversight, formally established under Ordinance O-25-142, which carries out the day-to-day work of oversight on the Board's behalf.

Purpose and Legal Authority

The Board is an independent body established under Virginia Code Section 9.1-601 and Article XVI of the Charlottesville City Code, with the purpose of establishing and maintaining trust among the Charlottesville Police Department (CPD), City Council, the City Manager, and the public (Section 2-453(a)). Its powers include the following (Section 2-453(b)):

- ◆ Receiving and investigating civilian complaints, and investigating incidents involving the Department
- ◆ Reviewing internal affairs investigations for accuracy, completeness, impartiality, and the sufficiency of any resulting discipline
- ◆ Recommending changes to Department policy
- ◆ Reviewing Department expenditures, holding hearings, and issuing public reports

Council-appointed members serve with support from the Director and may retain independent counsel, operating in compliance with applicable law and Council-approved operating procedures. In November 2025, City Council adopted Ordinance O-25-142, which formally established the Office of Police Civilian Oversight as a division of the City Manager's Office to support these functions (Section 2-452). The revision clarified roles and improved operational functionality. Broader changes to the Board's oversight model, duties, and powers, a shift toward a monitor, audit, and review framework, remain under development for 2026 and are not reflected in this report.

Duties of the Board

The Board's duties center on three functions, supported by fiscal review, community engagement, and the administrative responsibilities defined in the ordinance (Section 2-453(b)):

- ◆ Reviewing internal investigations through a civilian lens and offering transparent accountability
- ◆ Examining departmental policy through community understanding, research, and expertise
- ◆ Reporting publicly on its work so as to provide community insight into policing within the city

Statutory limits apply. The Board cannot access certain protected records (Section 2-454); it cannot compel officer testimony absent a subpoena; it must suspend matters involving alleged criminal conduct; and it cannot examine incidents older than one year (Section 2-458). With these limitations considered, the Board and Office maintain broad and open access to CPD records, systems, and personnel. This access, established over many years of dedicated work and clarification, sets a strong foundation for the Board and Office to conduct oversight in a meaningfully transparent way and to offer true pathways of accountability to the residents and stakeholders of the Charlottesville community.

History of the Board

The Board grew out of community calls for accountability following the 2017 Unite the Right rally. A Police Civilian Review Board was authorized in December 2017 and seated in 2018, and City Council established a permanent board by ordinance in November 2019. After the 2020 General Assembly expanded local oversight authority, Charlottesville restructured the body as the Police Civilian Oversight Board in December 2021, granting it investigative and review powers. Implementation has been shaped by membership turnover, staffing gaps, and a 2023 to 2024 suspension of records access that was resolved through a Standard Operating Procedure and Memorandum of Understanding adopted in 2024. In November 2025, City Council adopted a significant revision of Article XVI (Ordinance O-25-142) that formally established the Office and clarified the roles supporting the Board's work.

TIMELINE OF KEY EVENTS

August 2017 — The Unite the Right rally prompts demand for police oversight.

December 2017 — City Council authorizes creation of a Police Civilian Review Board (PCRB).

2018 — The initial PCRB is seated to research and recommend a board structure.

November 2019 — Council adopts an ordinance establishing a permanent PCRB with limited powers.

April 2020 — The Virginia General Assembly passes enabling legislation for stronger oversight.

September 2021 — The first Executive Director is hired.

December 2021 — Council adopts the ordinance forming the Police Civilian Oversight Board with expanded powers.

May 2023 — A second Director is appointed.

October 2023 — CPD halts records access due to the lack of a formal SOP.

June 2024 — An SOP and MOU are adopted, restoring access to CPD materials.

July 21, 2025 — The Board presents its 2024 Annual Report to City Council.

August 18, 2025 — James R. Walker assumes acting leadership of the Office following the departure of Executive Director Inez Gonzalez.

September 11, 2025 — Proposed ordinance revisions are presented at a joint City Council and PCOB meeting.

November 13, 2025 — The Board re-establishes quorum and elects Dr. Jeffrey Fracher as Chair.

November 17, 2025 — City Council adopts Ordinance O-25-142, formally establishing the Office of Police Civilian Oversight and making several operational and legal improvement within the ordinance.

Composition and Membership

The Board has eight members, seven voting and one non-voting, appointed by City Council through a public process and serving three-year terms (Section 2-455). Membership is designed to reflect lived and professional experience relevant to oversight, including residents of historically over-policed communities and a member with policing expertise. A November 2024 amendment (O-24-155), now carried into Section 2-455(c)(4) following the reorganization adopted in November 2025, extended eligibility to Albemarle County residents and employees, with preference given to city residents.

Member Profiles and Transitions

The Board navigated significant turnover during 2025. The year's arc, in brief:

- ◆ William Mendez opened the year as Chair. At the January meeting the Board elected Al Pola as Chair and Mr. Mendez as Vice Chair.
- ◆ In March, the Board welcomed four newly appointed members (Andrew Frye, Dr. Kyle Dobson, Isaiah Alvarez, and Shenandoah Titus, Esq.) and recognized two departing members (William Mendez and Lakeshia Washington). The Board also noted the passing of former member Charles Fleming.
- ◆ In April, the Board appointed Dr. Jeffrey Fracher as Vice Chair.
- ◆ After a series of resignations in late spring, the Board fell below quorum following its May meeting. Dr. Fracher served as Acting Chair through the summer and fall.
- ◆ On November 13, in the Board's first meeting with a quorum since May, the Board seated two new members and elected new officers. Ruairi Vaughan is a city resident with a public-policy background. Albe LaFave is a retired adult probation officer and former mitigation specialist with the Public Defender's Office who helped establish the community's therapeutic docket. Mr. LaFave, a resident of Albemarle County, was seated under the eligibility expansion adopted in November 2024 (Section 2-455(c)(4)).
- ◆ Also on November 13, the Board elected Dr. Fracher as Chair and Dr. Kyle Dobson as Vice Chair.

The Board closed the year with six members: Dr. Fracher, Dr. Dobson, Mr. Frye, Mr. Dillard Jr. (the non-voting member with policing experience), Mr. Vaughan, and Mr. LaFave, along with two vacancies. A public application process was underway, with City Council interviews scheduled for January and new members expected to bring the Board to its full complement of eight by February.

COMPOSITION

Board Membership

The Police Civilian Oversight Board is composed of volunteer members appointed to represent the community across designated seats. The following members served during 2025, including those whose terms continue today and those who concluded their service over the course of the year.



Dr. Jeff Fracher CHAIR

SEAT
At-Large
LATEST TERM
Sep 1, 2024 – Present



Dr. Kyle Dobson VICE CHAIR

SEAT
Disparately Policed Communities
LATEST TERM
Feb 19, 2025 – Present



George Dillard Jr.

SEAT
Law Enforcement
LATEST TERM
Jun 1, 2023 – Present



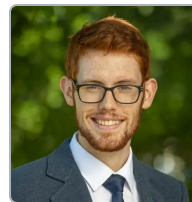
Andrew Frye

SEAT
At-Large
LATEST TERM
Feb 19, 2025 – Present



Albe LaFave

SEAT
At-Large
LATEST TERM
Oct 21, 2025 – Present



Ruairi Vaughan

SEAT
At-Large
LATEST TERM
Oct 21, 2025 – Present



Al Pola FORMER CHAIR

SEAT
At-Large
LATEST TERM
Mar 6, 2024 – Jun 10, 2025



Cameron McBride, Esq.

SEAT
At-Large
LATEST TERM
Mar 6, 2024 – May 27, 2025



Isaiah Alvarez

SEAT
Disparately Policed Communities
LATEST TERM
Feb 19, 2025 – May 8, 2025



Shenandoah Titus, Esq.

SEAT
Disparately Policed Communities
LATEST TERM
Feb 19, 2025 – May 6, 2025

Note: William Mendez and Lakeshia Washington are not pictured above, as both concluded their Board service at the very start of 2025. Their member profiles and recognitions can be found prominently in the PCOB's 2024 Annual Report, available on the PCOB website.

Board Meetings in 2025

The Board met monthly, on the second Thursday at 6:30 p.m., addressing policy, governance, and administrative matters, with an opportunity for public comment at each meeting. Under Section 2-456, the Board must meet at least once per calendar quarter. From June through October the Board operated without a quorum following a series of resignations; meetings during that period proceeded informally and could not take formal votes until quorum was restored in November. To maintain continuity, the Chair, Vice Chair, and Acting Director also held standing weekly leadership meetings throughout the year.

January 9 — Al Pola was elected Chair and William Mendez Vice Chair. The Board began discussing the proposed ordinance amendments before adjourning early and rescheduling due to a loss of audio.

February 13 — The Board adopted an Electronic Meeting Policy and received updates on Board applicants, the U.S. State Department's International Visitor Leadership Program, and the Amendments Committee.

March 13 — The Board welcomed four newly appointed members and recognized three departing members. Updates covered FLOCK audits and policy, the upcoming April 29 Town Hall, NACOLE training, and CPD use-of-force and Early Intervention System policy work.

April 10 — Dr. Jeffrey Fracher was appointed Vice Chair. Chief Kochis and CPD staff presented on the FLOCK automated license plate reader program and its audit process, followed by discussion of Town Hall preparations and the tracking of Board-member time.

May 8 — The Board met in closed session with the City Attorney's Office on FOIA matters, then debriefed the April 29 Town Hall (more than 50 participants) and discussed NACOLE training and prospective committee roles. This was the last meeting with a quorum until November.

June — No meeting was held.

July 10 — Lacking a quorum after four resignations, the Board could not take formal action. Acting Chair Fracher appealed to City Council to expedite appointments, and staff walked through the 2024 Annual Report.

August 14 — Lacking a quorum, the Board recognized departing Executive Director Inez Gonzalez (leaving for a role as Independent Investigator with Bay Area Rapid Transit) and former Chair Bill Mendez. Councilor Snook and Chief Kochis offered remarks.

September 11 — Held as a joint meeting with City Council, at which the Acting Director presented a first round of proposed ordinance amendments and Council discussed member compensation and eligibility. The Board lacked a quorum.

October 9 — Lacking a quorum, the Board reviewed the September monthly report and discussed a draft position statement calling for a fresh look at the ordinance and an audit and review-focused model.

November 13 — The Board's first quorum since May. New members Ruairi Vaughan and Albe LaFave were seated, Dr. Jeffrey Fracher was elected Chair and Dr. Kyle Dobson Vice Chair, and the backlog of agendas and minutes was approved.

December 11 — The Office presented the NACOLE oversight models and an evaluation against NACOLE's thirteen principles, reviewed 2022 to 2025 complaint statistics, updated the Board on the City Attorney's independent-counsel vetting, and introduced a draft monthly work plan.

Note: The Board Member Attendance grid is published in the digital dashboard.

The Office of Police Civilian Oversight

The Office supports the Board in exercising its authority and carries out day-to-day oversight on the Board's behalf (Section 2-452). Formally established under Ordinance O-25-142 (adopted November 2025) as a division of the City Manager's Office, the Office is led by a full-time Director who reports to the Board on operations and to the City Manager administratively. The Director's duties include the following (Section 2-452(d)):

- ◆ Supporting the Board's functions and managing the Office's administrative and fiscal needs
- ◆ Conducting retrospective audits of patterns in internal affairs investigations, arrests and detentions, and Department expenditures
- ◆ Reviewing Department data systems and policies, attending Department meetings, participating in hiring and use-of-force review panels, and monitoring internal affairs investigations

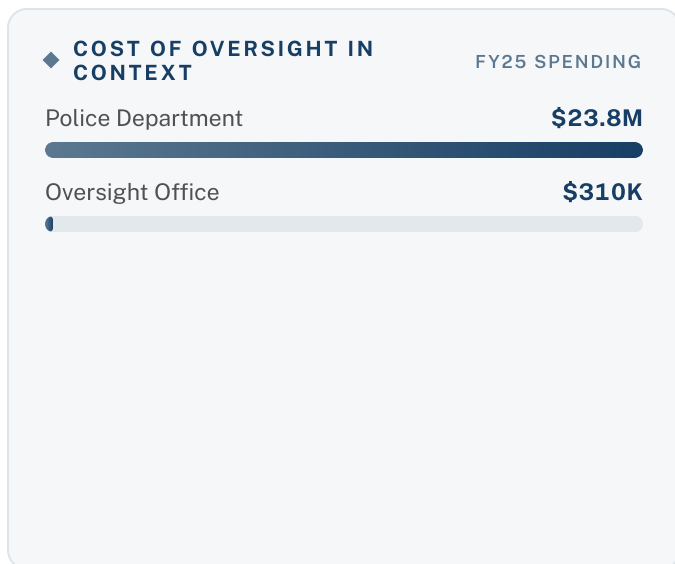
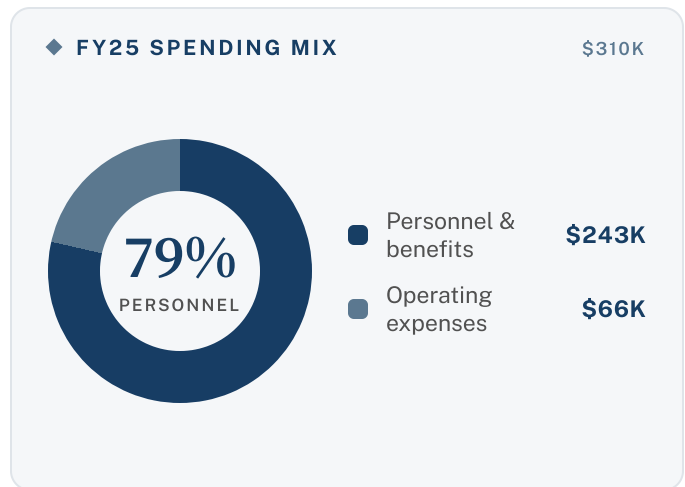
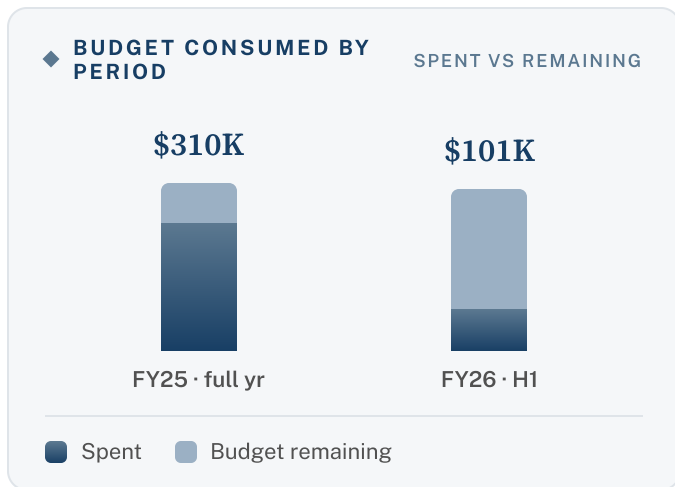
In 2025, James R. Walker served as Acting Director following the prior director's departure, while continuing to hold a Management Analyst classification, a gap between formal title and the responsibilities of leading the Office. The prior title of "Acting Executive Director" was renamed "Director" when O-25-142 took effect on November 17; this report standardizes on "Acting Director."

FUNDING & STEWARDSHIP · QUICK FACTS

Office Budget

How the Office of Police Civilian Oversight is funded and how it spends, across a fiscal bridge, the last full fiscal year (FY25) and the first half of the current one (FY26 H1, through Dec 2025).

| | | | |
|--|--|---|--|
| <p>\$310K</p> <p>FY25 SPENT · 76% OF BUDGET</p> | <p>26%</p> <p>FY26 BUDGET USED AT MIDYEAR</p> | <p>\$97.8K</p> <p>RETURNED TO THE GENERAL FUND</p> | <p>1.3%</p> <p>OF POLICE SPENDING</p> |
|--|--|---|--|



- ### WHAT THE DATA SHOWS
- Funded almost entirely by City **general fund appropriation**, not fees or fines.
 - Spends within budget: **76%** used in FY25, with about **\$97.8K** returned to the general fund.
 - At the FY26 midpoint only 26% was spent, well below pace, with roughly \$289K remaining.
 - Personnel is about **79%** of spending; legal funds were largely held in reserve for independent counsel.

A fiscal-to-calendar bridge. FY25 is paired with the first half of FY26 (postings through December 31, 2025); unspent appropriation lapses back to the City at year-end. Full budget detail is published in the digital dashboard.

Police Department Oversight



Oversight is most tangible at the point where it meets the work of policing. Throughout 2025, the Office sustained a constructive working relationship with the Police Department and a level of records and interview access that exceeds that of any other civilian oversight body in Virginia, the practical basis for everything that follows. It monitored complaints and internal affairs investigations through closure, observed officer and complainant interviews, sat on use-of-force and hiring panels, and built an audit framework for the FLOCK license plate reader system. Together these activities, alongside a multi-year review of case data, show how independent oversight functions in practice rather than on paper.

A Foundation of Trust and Access

The Office maintained an open working relationship with Chief Kochis and CPD command staff throughout 2025, anchored in regular contact with the Office of Internal Affairs and in shared records access. This level of access, which exceeds that of any other civilian oversight body in Virginia, underpins the Office's ability to conduct meaningful oversight while preserving its independence. Trust-building during the year included the following:

- ◆ Regular collaboration and record sharing with the Office of Internal Affairs, the practical basis for monitoring investigations
- ◆ Attendance at departmental ceremonies, including the National Police Week memorial and flame ceremony at City Hall on May 13
- ◆ Ongoing, direct engagement with CPD command staff on policy, technology, and hiring

Complaints, Inquiries, and Requests for Service

The Office receives and tracks complaints, inquiries, and requests for service through multiple channels, including the online portal, in person, by phone or email, the city website, and referrals from other departments. All complaints initiated through PCOB channels are shared with CPD during the investigative process in accordance with Section 2-452(e) of the ordinance, and they are monitored by the Office through closure.

In 2025, the Office received and processed direct citizen complaints and inquiries alongside the internal affairs matters it monitored. Drawing on internal affairs data reviewed with the Board in December, the year-to-date picture included:

- ◆ 20 external complaints (originating from the public or through the PCOB) and 12 internal complaints (originating within the Department)
- ◆ An increasing trend in internal investigations, which staff characterized as evidence of a growing culture of accountability within the Department
- ◆ Direct requests for service that did not rise to a full internal affairs investigation, including Freedom of Information Act and evidence-preservation requests, each of which received a full review and response

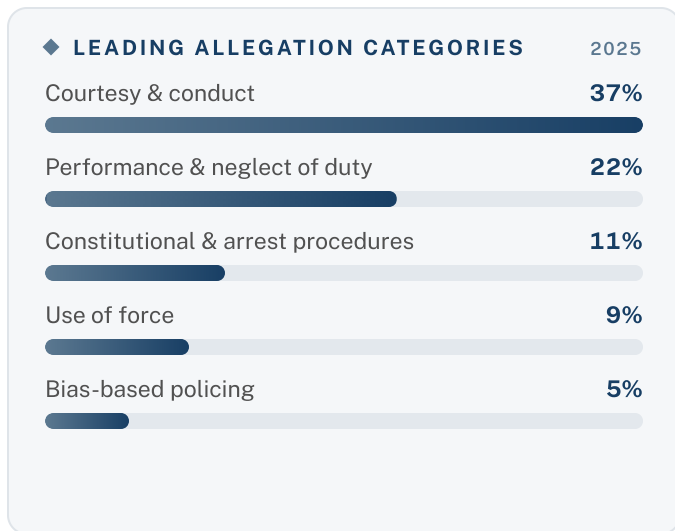
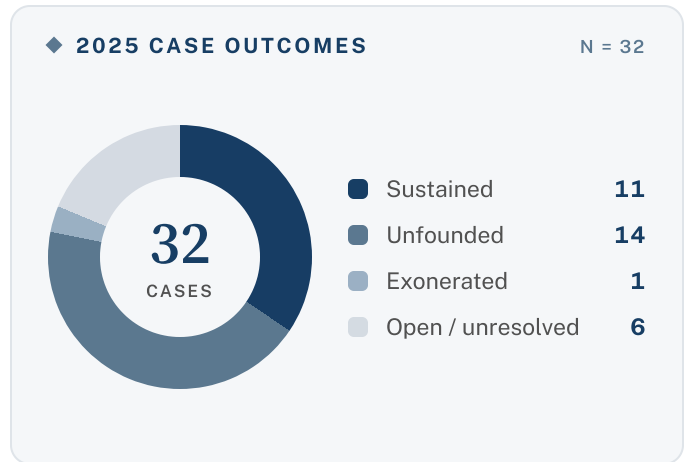
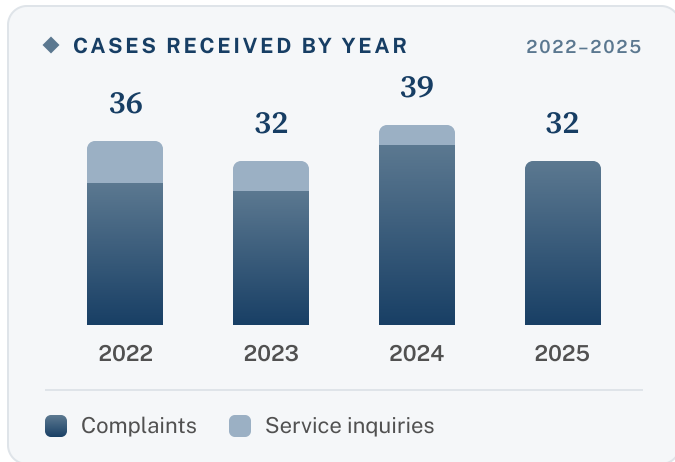
A record of the 12 complaints and many additional inquiries and requests received directly by the PCOB Office in 2025, with the actions taken, is published in the digital dashboard.

INTERNAL AFFAIRS · QUICK FACTS

Complaints & Case Data

A snapshot of the complaints reviewed by the Office in **2025**, set against four years of trends. Figures count **unique cases**; a single case may carry several allegations, each reviewed and decided on its own.

| | | | |
|---|---|--|--|
| <h2 style="margin: 0;">32</h2> <p style="margin: 0; font-size: 0.8em;">CASES RECEIVED IN 2025</p> | <h2 style="margin: 0;">65</h2> <p style="margin: 0; font-size: 0.8em;">ALLEGATIONS REVIEWED</p> | <h2 style="margin: 0;">46</h2> <p style="margin: 0; font-size: 0.8em;">OFFICERS NAMED IN CASES</p> | <h2 style="margin: 0;">34</h2> <p style="margin: 0; font-size: 0.8em;">days MEDIAN TIME TO CLOSE</p> |
|---|---|--|--|



- ### ◆ WHAT THE DATA SHOWS
- For the first time in four years, every 2025 case was a complaint, no service inquiries were logged.
 - **34%** of complaint cases were sustained in whole or part, down sharply from **69%** in 2024.
 - Public (external) complaints outnumbered internal referrals **20 to 12**.
 - The median case closed in **34 days**, well below 2024's 55-day median.

How cases are counted. Totals reflect unique case numbers. A single case often involves multiple allegations and findings, each recorded on its own row in the source data, so allegation counts exceed case counts. Three 2025 cases remained open when this report was prepared. Data covers January 2022 through December 2025.

Monitoring Internal Affairs Investigations and Interviews

Monitoring internal affairs investigations is a core oversight function. The Acting Director observes officer and complainant interviews to provide feedback, assess policy implications, and identify investigative steps needed to resolve complaints. Monitoring is conducted primarily through open collaboration and the sharing of records, and it included substantial body-worn-camera review in support of specific cases.

Activity was concentrated in the second half of the year as case volume grew:

- ◆ The Office monitored at least sixteen internal affairs interviews and observation sessions during 2025, the majority occurring between July and November
- ◆ These sessions spanned no fewer than eight cases
- ◆ The Acting Director attends interviews as an observer; the Office does not have authority to question officers directly, a limit discussed further in Part III

The full list of monitored interviews and case numbers is published in the digital dashboard.

Use-of-Force and Conduct Review Panels

Consistent with the Director's oversight authority (Section 2-452(d)(3)), the Office participated in the Department's use-of-force and conduct review panels throughout the year. The Office sits on a review panel that includes Internal Affairs and relevant specialists, with final review by the Chief of Police. Participation included:

- ◆ A use-of-force and Early Intervention System policy meeting in January
- ◆ Hands-on and defensive-tactics, Taser, and firearm review sessions in July
- ◆ Use-of-force review panel sessions across August, September, and December, for at least seven review-panel sessions from midyear onward

Panel dates are listed in the digital dashboard.

Candidate Interview Panels

Office staff and Board members participated in CPD hiring during 2025, supporting the Board's authority to examine Department practices and procedures (Section 2-452(c)(4)) and its purpose of building trust between the Department and the community. Participation included:

- ◆ Board members Shenandoah Titus, Esq. and Andrew Frye serving on candidate interview panels at a March 15 CPD hiring event at Charlottesville High School, where candidates completed physical and written assessments before advancing to panels

- ◆ Police Officer recruit interview panels on August 26 and 27
- ◆ A Police Officer recruit interview panel on September 19

City-wide hiring panels, such as the December Assistant City Manager interviews, are noted under Internal City Department Collaboration in Part VI rather than under CPD hiring.

Automated License Plate Reader (ALPR) Oversight

Oversight of the Department's FLOCK automated license plate reader system was one of the most sustained oversight threads of the year, spanning auditing, policy review, community education, and direct engagement with the vendor. The arc of the work:

January — The Office collaborated with CPD on multiple occasions to review, produce, scrutinize, and align the FLOCK system audit with community expectations, and it joined a meeting with FLOCK account executives and customer success managers to ask questions and provide oversight feedback.

February — The Management Analyst (James Walker) developed an audit template and policy recommendations for the system, leveraging full system access to verify that officers were using FLOCK in accordance with established policies.

April — Chief Kochis and CPD staff presented the program to the Board, describing a pilot funded in its first year through the police foundation, a seven-day data-retention limit, a public transparency portal, a requirement that officers enter a case number for each search, and an arrangement under which the PCOB Director may conduct random audits.

October — The Office held a FLOCK community meeting and co-hosted a session with the Charlottesville Area Justice Coalition on mass surveillance and automated license plate readers, and it produced a member and staff education memo on the system.

November — The Office conducted a FLOCK review with CPD. By year-end the pilot had ended and the system was not active, pending a City Council decision on whether to fund its continuation.

The Office's audit work, the General Order 427 ALPR framework, and related policy recommendations are discussed further under Department Policy Recommendations in Part III.

Internal Affairs Case Data

The Board monitors internal affairs cases as a core oversight function. Findings fall into standard categories, sustained, unfounded, exonerated, not resolved, and service-related inquiry, with corrective actions imposed by the Chief of Police. A multi-year review presented to the Board in December highlighted several patterns:

- ◆ Across 2022 through 2025, approximately 42 percent of allegations were sustained, with roughly comparable representation of unfounded and sustained findings
- ◆ The most common allegation types over the period were unsatisfactory performance, courtesy, conformance to law, unbecoming conduct, truthfulness, and excessive force
- ◆ The exonerated category, in which an alleged action occurred but the officer followed policy, was identified as a useful focus area for future policy review

The 2025 internal affairs case list and the full multi-year analysis (case volume, classifications, findings, allegation trends, and corrective actions) are published in the digital dashboard.

Police Department Budget Review

As part of its fiscal oversight role, the Board reviews CPD expenditures and budgetary projections during the annual budget process (Section 2-465). A summary of the CPD's budget and multi-year spending trends is published in the digital dashboard.



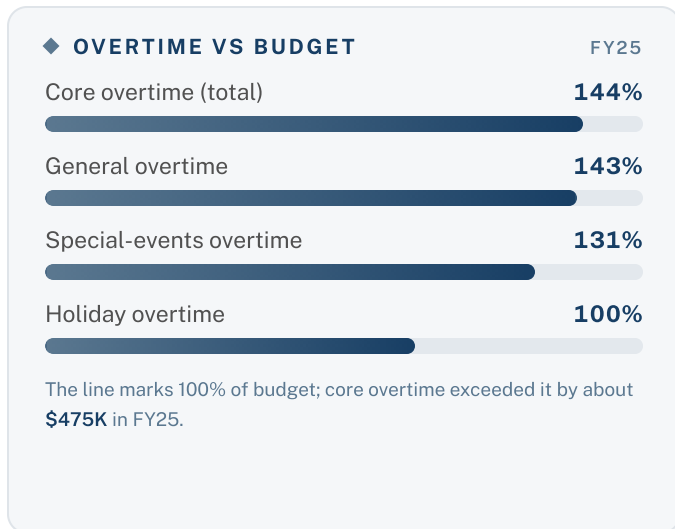
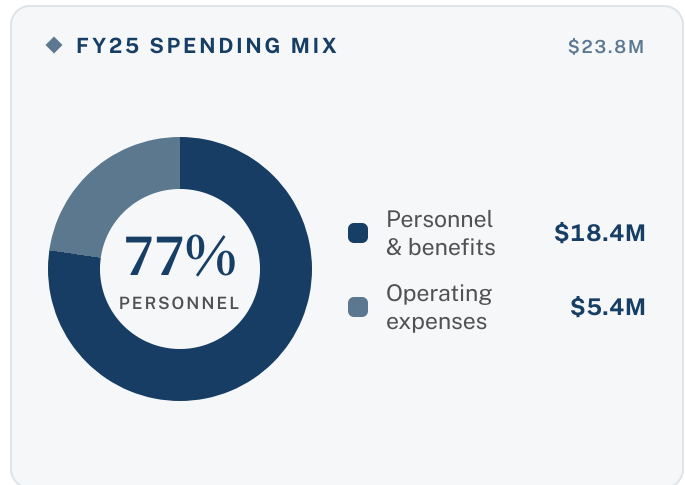
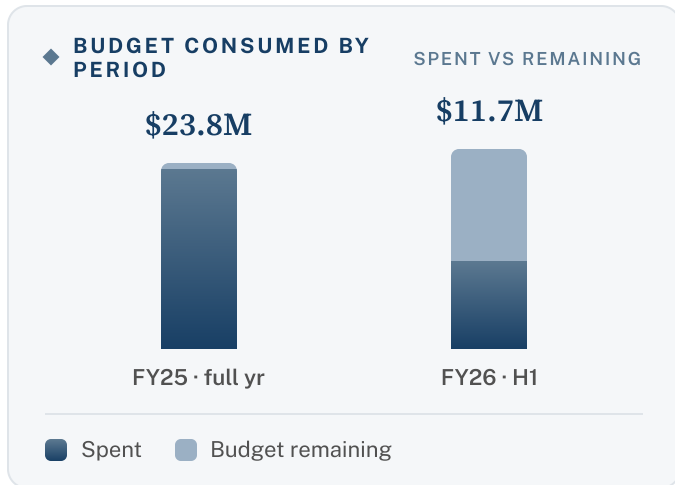
A snapshot of the CPD budget and multi-year spending trends follows in **Quick Facts: Police Department Budget** on the next page.

FISCAL OVERSIGHT · QUICK FACTS

Police Department Budget

How the Police Department's budget was spent across a fiscal bridge, the last full fiscal year (FY25) and the first half of the current one (FY26 H1, through Dec 2025). Figures are gross expenditures.

| | | | |
|---|---|--|---|
| <p>\$23.8M</p> <p>FY25 SPENT · 98% OF BUDGET</p> | <p>\$22.3M</p> <p>NET COST TO THE CITY</p> | <p>48.8%</p> <p>FY26 BUDGET USED AT MIDYEAR</p> | <p>77%</p> <p>SPENT ON PERSONNEL</p> |
|---|---|--|---|



- ### WHAT THE DATA SHOWS
- Personnel and benefits drove **77%** of spending; the budget grew **7.8%** year over year.
 - Core overtime ran **144% of budget** in FY25 (about **\$475K over**); FY26 overtime was rebudgeted and is back on pace at **48%**.
 - Special-events overtime is largely cost-recovered; \$373K reimbursed in FY25.
 - At the FY26 midpoint, **48.8%** of the budget was spent, with **\$1.2M** more committed.

A fiscal-to-calendar bridge. FY25 is paired with the first half of FY26 (postings through December 31, 2025). An **\$851,100** internal vehicle-financing transfer appearing as both FY25 revenue and expense is treated as a net-zero wash and excluded from recoveries. Full budget detail is published in the digital dashboard.

Policy, Ordinance, and Governance Reform



The most lasting oversight work often happens in the structures that outlive any single case. In 2025, that work culminated in Ordinance O-25-142, the most significant revision of Article XVI since the Board's creation, which established the Office, clarified roles, and placed the authority to retain independent counsel with the Director. Around that landmark sat a fuller body of reform including recommendations on Department policy from language access to use of force, the governing documents that order the Board's work, the search for dedicated legal counsel, and the analysis laying groundwork for a redesigned monitor, audit, and review model still to come in 2026.

The 2025 Ordinance Revision (O-25-142)

The Board's multi-year ordinance-reform effort was the central throughline of 2025. Work proceeded through the Amendments Committee and in close consultation with the City Attorney's Office, advancing through a clear sequence:

January — An amendments review with the Chair and Vice Chair.

March — A policy review with the Deputy City Attorney.

August — Circulation of tiered draft revisions, identified as Tier 1 and Tier 2.

September 11 — Presentation of the proposed revisions at a joint City Council and PCOB meeting.

October — Refinement through City Attorney review.

November 3 and 17 — Placement before City Council as an action item, then adoption.

At the September joint meeting, the Acting Director presented recommended amendments, organized as language clarifications, strikes of redundant or irrelevant content, and adjusted placement of sections. The Acting Director noted that the proposed changes did not alter the powers and duties of the Board. The recommendations included:

- ◆ Replacing “Executive Director” with “Director” throughout the ordinance
- ◆ Formally establishing the Office of Police Civilian Oversight to support the Board's work
- ◆ Providing that operating procedures are approved by the City Manager with the consent of City Council, consistent with Virginia Code
- ◆ Clarifying that oversight functions are assigned by a majority vote of the Board while administrative functions are authorized by the City Manager
- ◆ Authorizing the Director to conduct audits, with summary reports, as approved by the City Manager or by a majority vote of the Board
- ◆ Authorizing the Director to carry out additional oversight activities on the Board's behalf
- ◆ Specifying that the Board's access to information and records is facilitated by the Director
- ◆ Shifting authorization to contract legal counsel from the Board Chair to the Director
- ◆ Clarifying that complainants are referred to the appropriate agency when a complaint falls outside the PCOB's jurisdiction
- ◆ Removing the phrase “with a department staff” as it relates to information access, while preserving an exception for real-time investigative interviews
- ◆ Updating the required number and frequency of annual community engagement activities
- ◆ Removing the fixed due date for the Director's annual report

- ◆ Revising Board-member training requirements to give the Director greater flexibility and to formalize police ride-alongs and the Citizens Police Academy as training

City Council adopted O-25-142 on November 17. Collectively, the revision formally established the Office, renamed and codified the Director role, transferred independent-counsel contracting authority to the Director (Section 2-457), expanded the Director's audit and oversight authority (Section 2-452(d)), and streamlined Board-member training (Section 2-467). At the September meeting, Council also authorized the City Manager to pursue researching a phased approach to compensating Council-appointed board members and discussed easing certain eligibility requirements to reduce vacancies. The Board developed analysis supporting a future shift away from an investigatory model toward a monitor, audit, and review framework, the groundwork for the broader changes anticipated in 2026.

Department Policy Recommendations

The Office reviewed and provided input on CPD policies during 2025, working alongside the Office of Human Rights and the Department's Professional Standards Division. Areas of review included:

- ◆ **General Order 333 (Limited English Proficiency).** Following recommendations from the Office and the Office of Human Rights, the Department agreed to designate an LEP coordinator to oversee implementation and collaborate on future recommendations. A January discussion of CPD Policy 333 anchored this work.
- ◆ **Use of Force and the Use of Force Review Board.** The Office supported the revision of the use-of-force policy and the creation of a use-of-force review board policy.
- ◆ **Early Intervention System (EIS).** The Office contributed to the creation of an Early Intervention System policy, reviewed with Professional Standards Division leadership.
- ◆ **General Order 427 (ALPR).** The Office supported the automated license plate reader framework with a member and staff education memo and continued its FLOCK audit work through the year.

Governance Documents and Operating Procedures

Alongside the ordinance, the Office advanced the internal documents that structure how the Board operates:

- ◆ An Electronic Meeting Policy, drafted by the Office and adopted by the Board in February
- ◆ A communications policy under development, to guide the Board's interactions with City Council, the media, and city leadership when delivering policy recommendations and oversight perspectives

- ◆ The Desk Book draft for PCOB hearings, an ordinance-mandated requirement advanced toward finalization with the City Attorney's Office
- ◆ Continued alignment of the ordinance, the Standard Operating Procedure, and the Memorandum of Understanding that govern records access

Independent Legal Counsel

Securing dedicated independent legal counsel has been a long-standing Board priority, and it advanced materially in 2025 even though no selection was finalized within the year:

- ◆ At the Board's request, the City Attorney's Office undertook a search for and vetting of candidate attorneys
- ◆ By December, the field had been narrowed to two or three firms, with the Office reporting that budget had been allocated for attorney fees
- ◆ Utilization rules were clarified so that outside counsel would be engaged only in the event of a dispute between the Board and the City, with the City Attorney representing the Board in all non-adversarial matters
- ◆ Final selection and engagement were left to the full Board's consideration in early 2026, after the City Attorney's Office delivered its vetted shortlist

Toward a Monitor, Audit, and Review Model

A recurring theme of the year's later meetings was that the Board's current structure, six years in, has proven difficult to operate as written, and that a clearer model is needed. The Office advanced this conversation through a draft position statement in October and a detailed presentation in December. Key elements:

- ◆ The position statement called for a fresh look at the ordinance and a focus on an audit and review model, with the stated goal of giving the community more of what it asked for, delivered in a more clarified and focused way
- ◆ The December presentation reviewed the oversight models identified by NACOLE: an investigation-focused model, an auditor and monitor-focused model, a review-focused model, and a hybrid that combines them. The PCOB is authorized as a hybrid with authority under all three approaches
- ◆ A practical constraint shapes the choice of model: because the Board cannot extend Garrity protections (which only an entity with disciplinary authority can provide), it cannot compel officer testimony, which limits a purely investigatory model

- ◆ The Office suggested the Office could focus primarily on audit and monitor functions while the Board focuses on review functions

The Office also evaluated the PCOB against NACOLE's thirteen principles of effective oversight. Representative ratings, on a one-to-five scale, included strong public reporting and access to records and executives, developing independence, and limited and inconsistent stakeholder support and resourcing. The Office noted that records access, while strong under the current Chief, is not fully codified in the ordinance and therefore depends on who holds the position. For context, the Office identified Alexandria, Arlington, Richmond, and Fairfax as Virginia jurisdictions operating hybrid models, and Norfolk and Virginia Beach as operating review-focused models. Charlottesville was among the first in Virginia to establish civilian oversight.

Community Engagement and Outreach



Oversight earns its legitimacy from the community it serves, which makes listening as essential as monitoring. In 2025, the Office deepened relationships with partners across the city and region, among them the Charlottesville Area Justice Coalition, NACOLE, the University of Virginia, and the NAACP. Its signature event, the inaugural PCOB Community Town Hall at the Carver Recreation Center, drew more than fifty residents whose concerns and suggestions helped shape the year's reform priorities. Beyond that gathering, staff and Board members met people at festivals, neighborhood events, and civic gatherings throughout the year, while the Office strengthened its public presence and its response to local media.

Community Partnerships and Connections

The Office sustained active relationships with community and professional partners throughout the year. These included:

- ◆ The Charlottesville Area Justice Coalition (CAJC), with which the Office met regularly (roughly monthly across the year) and a shared session on mass surveillance and automated license plate readers
- ◆ The National Association for Civilian Oversight of Law Enforcement (NACOLE), including committee participation and a Board-training partnership
- ◆ The University of Virginia Institute for Engagement and Negotiation (IEN) and the Frank Batten School of Leadership and Public Policy
- ◆ The Mediation Center of Charlottesville, whose annual celebration the Office attended while exploring mediation strategies for oversight
- ◆ The Legal Aid Justice Center and the Albemarle-Charlottesville NAACP
- ◆ The Presidential Precinct's international visitor program, through which the Office hosted six visitors from the Middle East and North Africa in February under the U.S. State Department's International Visitor Leadership Program
- ◆ A network of Virginia oversight practitioners

The Inaugural PCOB Community Town Hall

The signature engagement of the year was the inaugural PCOB Community Town Hall, held on April 29, 2025, at the Carver Recreation Center, in fulfillment of the ordinance requirement to host public listening sessions (Section 2-465(a)). The University of Virginia's Institute for Engagement and Negotiation (Weldon Cooper Center), with the Frank Batten School of Leadership and Public Policy, facilitated the event. Extensive preparation during March included securing the venue, developing bilingual promotional materials, advertising on all 30 CAT buses in English and Spanish, and distributing press releases that drew coverage from NBC News 29.

After a presentation on the Board's role, authority, and limitations, more than 50 participants rotated through three facilitated stations to share concerns and suggestions about the Police Department, about the Board, and about ways the community could help. Recurring themes included:

- ◆ A desire for stronger, better-resourced, and more independent oversight
- ◆ Greater transparency in Board-member selection
- ◆ More frequent community engagement

- ◆ Improved communication and relationship-building between the Police Department and historically marginalized communities

The input gathered helped inform the Board's reform priorities for the year. The Office noted, in its May debrief, the challenge of engaging the Hispanic community given the political environment and the need for more targeted outreach. The complete Town Hall summary is published in the digital dashboard.

Community Event Engagement

Office staff and Board members engaged residents at events across the city throughout the year. These included:

- ◆ Recurring COMmunity STAT meetings across police districts, with at least twelve sessions from May through December, including a Central District session
- ◆ An SRO town hall on school resource officers, which informed later Board discussion of the SRO role and its connection to CPD general orders
- ◆ Community festivals and cultural events, including the Abundant Life Ministries community festival, Soul of Cville, several Back-to-School events, the Sabroso festival, and the Pride festival
- ◆ Citywide civic events, including the Grand Illumination
- ◆ Neighborhood engagement, including a community walk and outreach with community partners

Media Coverage and Marketing Materials

The Office strengthened its public-facing presence and responded to media interest throughout the year:

- ◆ It responded to recurring inquiries, including from Charlottesville Tomorrow, 29News, and The Daily Progress, and engaged directly with journalists, providing fact-check responses and following a process for correcting inaccurate reporting
- ◆ Coverage included reporting on the Board's plans to overhaul its oversight model
- ◆ It established a Google Business Profile to improve discoverability of in-person services
- ◆ It produced marketing materials, including banners, table displays, name plates, and business cards, to support public engagement
- ◆ It issued public News Flash alerts and expanded the website's Data and Reporting page as a centralized hub for reports and public-safety data

Professional Development and Peer Engagement



Effective oversight depends on expertise, and small bodies risk operating in isolation without it. Over the course of 2025, the Board and the Office invested steadily in the capacity to do the work well. Board members completed the training the ordinance requires and supplemented it with police ride-alongs and hiring-panel preparation, while Office staff pursued an extensive slate of professional development spanning internal affairs investigation, community facilitation, mediation, and accreditation. Just as important, the Office stayed connected to the wider field by serving on NACOLE committees, joining a monthly investigator forum, and exchanging practice with a network of Virginia oversight practitioners.

Board Member Training

Board members pursued the training required for effective oversight, including the NACOLE-presented training mandated by the ordinance:

- ◆ May 3 — Mandatory NACOLE training for the Board, described as general but beneficial
- ◆ **June 12** — A NACOLE webinar on the use of artificial intelligence for oversight practitioners
- ◆ **Throughout the year** — Police ride-alongs (members reported completing eight-hour shifts) and hiring-panel training that enabled participation in CPD recruitment, both now formalized as Board training under the revised ordinance

Office Staff Training

Office staff completed an extensive slate of professional development to strengthen the technical foundation for oversight:

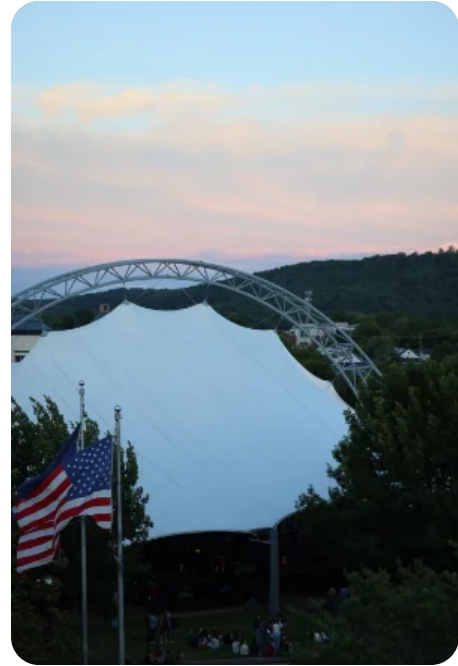
- ◆ **January** — “The Duty to Intervene: What We Have Learned Since George Floyd” webinar
- ◆ **February** — The Internal Affairs Standard training series from the Daigle Law Group, covering investigation procedures, administrative law, ethics, and complaint management
- ◆ March — Foundations of Community-Based Facilitation through the UVA Institute for Engagement and Negotiation, plus a Center for Public Safety and Justice session on disaster preparedness.
- ◆ **May** — A mediation training series with the Mediation Center of Charlottesville
- ◆ **September** — “Navigating Employment Law Challenges in Policing”
- ◆ **October to November** — The Advanced Accreditation Manager's Course from the Daigle Law Group, and the Citizens Police Academy

National and Regional Peer Engagement

The Office reduced the institutional isolation that can limit small oversight bodies by staying connected to peers and to national best practice:

- ◆ Both the Acting Director and the Management Analyst served on NACOLE subcommittees, the Membership Committee and the Standards, Education, and Training Committee, giving Charlottesville representation at the national level
- ◆ The Office participated in NACOLE's monthly Investigator Forum
- ◆ The Office partnered with NACOLE to develop a Board training series
- ◆ The Office engaged a network of Virginia oversight practitioners through regular calls

Office Operations and City Collaboration



Behind every report and review is the quieter machinery that keeps oversight running. Through a leadership transition and with limited staffing, the Office sustained the systems, budget, and partnerships that make its work possible. It refined a structured, data-driven work plan built around understanding, analysis, prioritization, and reporting; maintained the software platforms used for complaint intake, records, and analysis; and managed an internal budget through the city's review process. Much of this work was collaborative, carried out alongside the City Attorney's Office, the Office of Human Rights, Human Resources, and city leadership. This is all a reminder that oversight is woven into the wider fabric of city government.

Strategic Priorities and Work Plan

The Office pursued a structured work plan organized around policy development, operational capacity, community engagement, and professional growth, using a recurring monthly cycle of seeking understanding, conducting analysis, conducting oversight, and reporting outcomes. In December, the Office and Dr. Dobson introduced a draft four-stage monthly work plan to formalize this approach:

- ◆ Seek understanding, by gathering community experiences through canvassing, surveys, and engagement at community events
- ◆ Analyze, by coding and interpreting community feedback to identify themes and focal points
- ◆ Prioritize work, by using community input to set monthly oversight priorities
- ◆ Report outcomes, by communicating completed work to the community, the Chief of Police, City Council, and the City Manager's Office

This evidence-based direction was supported during the year by a developing data collaboration, working sessions on data, and a data analysis group. The draft work plan is intended for further development and formal adoption once the Board reaches full membership.

Systems and Processes

The Office relies on several software systems to access and analyze records, and it worked throughout the year to keep them functional and to evaluate improvements:

- ◆ Sivil for complaint intake and case management, with regular vendor meetings during the year
- ◆ CivicPlus for agendas, meetings, and the public website, and OnBoard for board governance
- ◆ LERMS for law-enforcement records, with interruptions to narrative access resolved during the year
- ◆ The FLOCK Safety ALPR platform, used for the audit work described in Part II
- ◆ SAP and OpenGov for budgeting, supported by user-group participation and upgrade training
- ◆ Axon for digital evidence, for which the Office requested expanded access
- ◆ A March CMTS demonstration to evaluate a case-management platform

The Acting Director's information-technology background supported network and infrastructure work during the year.

Internal Budget

The Office continued to refine its line-item budget, maintaining focus on personnel, contracted and professional services, technology, and community engagement. During the year it held a budget session in November, participated in the city's Budget and Capital Improvement Program review, and maintained its monthly receipts and credit-card reconciliation process. Budget tables and trend charts are published in the digital dashboard.

Internal City Department Collaboration

The Office collaborated across city government throughout the year. This work included:

- ◆ Recurring check-ins with the Office of Human Rights, including joint work on the Limited English Proficiency policy
- ◆ Ongoing work with the City Attorney's Office on policy, ordinance, and independent-counsel matters
- ◆ Frequent FOIA and records working sessions, roughly ten from August through December
- ◆ Coordination with Human Resources on classification, hybrid-work, and hiring matters
- ◆ Participation in city leadership forums, including the LEAD Team and its retreat, monthly all-leaders meetings, the Deputy City Manager portfolio meeting, and a December Prosperity Briefing on ADA Title II and III
- ◆ Service on Assistant City Manager interview panels in December
- ◆ Continuity of Operations (COOP) planning across the year, from the January kickoff through workshops and a final review
- ◆ The 2023 to 2025 Strategic Plan wrap-up and performance-management process
- ◆ Language-access coordination, including a translation-services demonstration that connects to the Department's Limited English Proficiency work
- ◆ Direct briefings with elected officials, including a February meeting with Councilor Michael Payne and a series of October meetings with Councilors Payne, Pinkston, Snook, and Oschrein and with Mayor Wade ahead of the ordinance vote

IN SUMMARY

2025 Highlights and Achievements

The year's progress can be grouped into four areas. The list below consolidates the achievements described throughout this report.

Police Department Oversight

- ◆ Maintained records and interview access that exceeds that of any other civilian oversight body in Virginia
- ◆ Monitored internal affairs interviews across at least eight cases and participated in use-of-force and conduct review panels throughout the year
- ◆ Built an audit framework for the FLOCK automated license plate reader system and educated members and the public on its use
- ◆ Contributed to CPD policy on Limited English Proficiency, use of force, the Early Intervention System, and automated license plate readers

Governance and Reform

- ◆ Advanced and adopted Ordinance O-25-142, the most significant revision of Article XVI since the Board's creation, establishing the Office, clarifying roles, and streamlining operations
- ◆ Reduced the NACOLE training requirement to at least four hours within six months of appointment (Section 2-467) and formalized ride-alongs and the Citizens Police Academy as training
- ◆ Re-established quorum in November, elected a new Chair and Vice Chair, completed onboarding for new members, and reopened a public application window to fill remaining vacancies
- ◆ Produced a position statement and a model analysis to guide the 2026 shift toward a monitor, audit, and review framework

Community Engagement

- ◆ Hosted the inaugural PCOB Community Town Hall, drawing more than 50 participants and informing the year's reform priorities
- ◆ Sustained partnerships with the Charlottesville Area Justice Coalition, NACOLE, UVA, the Mediation Center, the Legal Aid Justice Center, and the NAACP
- ◆ Strengthened the Office's media response, public profile, and marketing materials

Office Operations

- ◆ Carried the Office's responsibilities through a leadership transition with limited staffing
- ◆ Codified the Office and the Director's duties in Section 2-452 and advanced the search for independent legal counsel
- ◆ Stabilized core systems, evaluated case-management options, and refined the internal budget
- ◆ Introduced a data-driven monthly work plan to make the work sustainable and evidence-based

Conclusion

The work documented in this report reflects a continued commitment to building a civilian oversight system that is legally sound, operationally viable, and rooted in the needs of the Charlottesville community. The 2025 ordinance revision marked a meaningful step in that direction. It clarified who does what, strengthened the Director's independence and audit authority, and gave the Board a sturdier foundation from which to work.

The year was not without difficulty. A leadership transition, a long stretch without a quorum, and persistent staffing limits tested the Office and the Board alike. That the year still produced a landmark ordinance revision, a successful first community meeting, and a steady record of oversight activity is a credit to the Board's members, the Office's partners across city government, and the residents who stayed engaged.

Significant work remains. The Board will turn in 2026 to the larger question of its oversight model, with the goal of focusing its mandate so that a volunteer board with limited staff can deliver, in the words of the Office's position statement, more of what the community asked for, in a clearer and more focused way. The structural clarity gained this year has prepared the Board well for that next chapter.

Digital Dashboard Access

To keep this report concise, supporting materials, including policies, recommendations, case and complaint data, budget detail, and data visualizations, are published digitally on the Board's webpage under the Data and Reporting section, organized in a clearly labeled dashboard table for this annual report.

<https://www.charlottesville.gov/1450/Data-Reporting>

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CITY OF CHARLOTTESVILLE · VIRGINIA

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Police Civilian Oversight Board

2025 ANNUAL REPORT

Presentation to City Council

JUNE 15, 2026

Prepared by
James R. Walker

Acting Director, Office of Police Civilian Oversight

About the Board & the Office

- ◆ An independent body established under **Virginia Code §9.1-601** and **Article XVI** of the Charlottesville City Code.
- ◆ Eight members, seven voting and one non-voting, appointed by City Council to three-year terms.
- ◆ The Board's current duties center on oversight functions such as investigation of complaints, reviewing complaint outcomes, and monitoring aspects of the Police Department.
- ◆ The Office of Police Civilian Oversight carries out day-to-day oversight on the Board's behalf.

CONTEXT

The Community & the State of Oversight

- ◆ Charlottesville is home to roughly **45,000 residents**, with persistent disparities in income, education, and life expectancy that inform the Board's focus on equity.
- ◆ 2025 brought national retrenchment in oversight; the U.S. Department of Justice withdrew the Minneapolis and Louisville consent decrees.
- ◆ Roughly **250 oversight entities** operate nationwide, yet many still lack the resources and access to fulfill their mandates.
- ◆ Public confidence in police declined, with the widest racial gap of any measured institution.

Police Department Oversight

- ◆ Maintained records and interview access that **exceeds any other civilian oversight body in Virginia.**
- ◆ Monitored at least sixteen internal affairs interviews across no fewer than eight cases.
- ◆ Participated in use-of-force and conduct review panels throughout the year.
- ◆ Built an audit framework for the **FLOCK automated license plate reader (ALPR)** system.
- ◆ Contributed to CPD policy on Limited English Proficiency, use of force, and the Early Intervention System.

2025 By the Numbers

\$310_K

FY25 Office spending, 76% of budget

\$97.8_K

Returned to the general fund

1.3%

Of total police spending

At roughly **1.3%** of total police spending, the Office delivers oversight at a modest cost relative to the Charlottesville Police Department's budget, where personnel and benefits drove **77%** of spending and the budget grew **7.8%** year over year.

32

Internal affairs cases received in 2025

65

Allegations reviewed

34 days

Median time to close a case

Every 2025 case was a complaint, with no service inquiries logged; **34%** were sustained in whole or part, down from **69%** in 2024, and the median case closed in **34 days**.

Policy, Ordinance & Governance Reform

- ◆ City Council adopted **Ordinance O-25-142** on November 17, the most significant revision of Article XVI since the Board's creation.
- ◆ Formally established the Office of Police Civilian Oversight and codified the Director role.
- ◆ Transferred independent-counsel contracting authority to the Director and streamlined Board-member training.
- ◆ Produced a position statement and model analysis toward a 2026 **monitor, audit, and review** framework.

Community Engagement & Outreach

- ◆ Hosted the inaugural **PCOB Community Town Hall** on April 29, drawing more than 50 participants.
- ◆ Input gathered directly informed the Board's reform priorities for the year.
- ◆ Sustained partnerships with NACOLE, UVA, the Mediation Center, and the NAACP.
- ◆ Strengthened the Office's media response, public profile, and outreach materials.

Professional Development & Peer Engagement

- ◆ Board-member and Office staff training aligned with the ordinance's requirements.
- ◆ Served on **NACOLE subcommittees**: Membership and Standards, Education, and Training.
- ◆ Participated in NACOLE's monthly Investigator Forum.
- ◆ Engaged a regional network of Virginia oversight practitioners.

Office Operations & City Collaboration

- ◆ Carried the Office's responsibilities through a leadership transition with limited staffing.
- ◆ Codified the Office's and Director's duties and advanced the search for independent legal counsel.
- ◆ Stabilized core systems, evaluated case-management options, and refined the internal budget.
- ◆ Introduced a **data-driven monthly work plan** to keep oversight sustainable and evidence-based.

Conclusion

2025 marked meaningful structural progress: a clearer mandate, stronger Director independence and audit authority, and a sturdier foundation. The year's challenges were met with perseverance, and in 2026 the Board will focus its oversight model toward a monitor, audit, and review framework.

DIGITAL DASHBOARD ACCESS

Full supporting materials, including policies, recommendations, case and complaint data, budget detail, and data visualizations, are published on the Board's webpage.

charlottesville.gov/1450/Data-Reporting

Policy Briefing Summary

City Council



| | |
|---------------------------------|---|
| Regarding: | 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 (2nd reading) |
| Staff Contact(s): | Lauren Hildebrand, Director of Utilities, Chris Cullinan, Director of Finance, Jason McIlwee, Deputy Director |
| Presenter: | Chris Cullinan, Director of Finance, Jason McIlwee, Deputy Director |
| Date of Proposed Action: | June 15, 2026 |

Issue

A Public Hearing is being held to establish the annual rates and service fees for City utility services (water, wastewater, natural gas, and stormwater). These rates would be effective as of July 1, 2026, if approved by City Council on June 15, 2026.

Background / Rule

The City of Charlottesville, Virginia ("City"), owns and operates public utilities for water, wastewater, natural gas and stormwater. Utility services are essential on a daily basis to both individuals and to the entire community. Thoughtful, deliberate planning and sufficient financial resources ensure safe, efficient, and orderly maintenance and operation of these systems. The need for investment in City utility systems is not without cost, but City utility rates must also be balanced with the need for continued affordability for our customers.

Each of the City's utilities is accounted for separately as Enterprise Funds. Enterprise Funds are operated on a self-supporting basis, meaning that each utility is required to cover the full costs of providing its service. City utilities are funded solely through their rates and related fees and charges and are not subsidized with general tax revenues. City utilities do not operate on a for-profit basis. As such, City utility rates are calculated annually to bring each fund to a break-even point. However, variable factors such as weather, usage, and number of customers may result in an unexpected operating surplus or deficit during any given year. If so, the surpluses or deficits are accounted for and remain within their respective utility fund.

Rivanna Water and Sewer Authority ("RWSA"), which provides City treatment services, is one of the largest fixed cost elements for the water and wastewater budgets. For FY27, RWSA's rates have increased, and they are incorporated in the City's proposed utility rates.

Analysis

The budgets for each of the utilities have been thoroughly examined for opportunities to minimize costs without sacrificing service. Based on the revenue requirements needed to operate and maintain each utility and the above recommendations, the City is proposing the following water, wastewater, and gas utility rates:

- \$98.22/1,000 cubic feet (cf) of water (average annual composite rate),
- \$99.20/1,000 cf of wastewater, and
- \$92.11/8,000 cf of natural gas.

In addition, the proposed Monthly Water and Wastewater Services Charges are as follows:

Monthly Water Service Charge

| Meter Size | Current Monthly Service Charge | Proposed Monthly Service Charge | \$ Change |
|-------------------|---------------------------------------|--|------------------|
| 5/8" | \$10.00 | \$12.50 | \$2.50 |
| 1" | \$25.00 | \$31.25 | \$6.25 |
| 1 1/2" | \$50.00 | \$62.50 | \$12.50 |
| 2" | \$80.00 | \$100.00 | \$20.00 |
| 3" | \$160.00 | \$200.00 | \$40.00 |
| 4" | \$250.00 | \$312.50 | \$62.50 |
| 6" | \$500.00 | \$625.00 | \$125.00 |
| 14" | \$3,275.00 | \$4,093.75 | \$818.75 |

Monthly Wastewater Service Charge

| Meter Size | Current Monthly Service Charge | Proposed Monthly Service Charge | \$ Change |
|-------------------|---------------------------------------|--|------------------|
| 5/8" | \$10.00 | \$12.50 | \$2.50 |
| 1" | \$25.00 | \$31.25 | \$6.25 |
| 1 1/2" | \$50.00 | \$62.50 | \$12.50 |
| 2" | \$80.00 | \$100.00 | \$20.00 |
| 3" | \$160.00 | \$200.00 | \$40.00 |
| 4" | \$250.00 | \$312.50 | \$62.50 |
| 6" | \$500.00 | \$625.00 | \$125.00 |
| 14" | \$3,275.00 | \$4,093.75 | \$818.75 |

For the City's stormwater utility, there are minimal changes to the budget and the stormwater fees are proposed to remain unchanged for the coming year at \$1.20 per 500 square feet of impervious surface.

Impact on Average Customer

Utility customers continue to conserve water and natural gas, which is both good for the environment and for their utility bill. The average residential water customer is using 400 cubic feet (cf) per month. Similarly, the average residential gas customer is using 4,600 cf. Based on these usage figures and the proposed utility rates, the average residential customer is projected to spend the following per month:

| <u>Service</u> | <u>Current (based on rates adopted 7/1/25)</u> | <u>Proposed (Effective 7/1/26)</u> | <u>Change</u> | <u>Percent</u> |
|-------------------------|--|--|---------------|----------------|
| Water ¹ | \$44.80 | \$51.79 | \$6.99 | 15.61% |
| Wastewater ¹ | \$48.12 | \$52.18 | \$4.06 | 8.45% |

| | | | | |
|--------------------------|----------|----------|--------|--------|
| Natural Gas ¹ | \$66.04 | \$64.53 | (1.51) | -2.29% |
| Stormwater ² | \$5.86 | \$5.86 | \$0 | 0% |
| TOTAL | \$164.82 | \$174.36 | \$9.54 | 5.79% |

(1). Rates include monthly service charge.

(2). The budget impact shown reflects a residential monthly average fee and provides consistency with other utilities. Stormwater fees are rounded to the next whole billing unit and are billed to property owners biannually.

For City residential customers who receive water, wastewater, stormwater, and natural gas (80% of City residents), their total utility bill is projected to rise by \$9.54 per month, or 5.79%. For residential customers who receive just water, wastewater and stormwater service, their utility bill will increase by \$11.05 per month, or 11.19%. The proposed Rate Report can be found at <https://www.charlottesville.gov/602/Utility-Billing>.

Financial Impact

The City's Utility Funds (water, wastewater, and natural gas) are self-sustaining Enterprise Funds that are supported by the revenues from customers' usage. The stormwater fee is based on the impervious surface of the property. The approval of the utility rates has no impact on the City's General Fund.

Recommendation

City Staff recommends approval of the proposed rates, via adoption of the attached Ordinance.

As noted above, the City's utilities operate on a self-sustaining, break-even basis. If the proposed rates are not adopted, the City's utilities would not financially perform in this manner, which in turn, would impact the City's ability to efficiently and reliably operate these systems. The City's ability to invest in these critical infrastructure systems would be negatively impacted as well. Finally, the City would not meet its long-term financial policy by not having sufficient working capital for its utilities.

Recommended Motion (if Applicable)

"I Move approval of the 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."

Attachments

1. FY2027 Utility Rate Ordinance
2. FY2027 At A Glance
3. FY2027 Operations Overview



ORDINANCE #O-__-__

**AN ORDINANCE
AMENDING AND REORDAINING CHAPTER 31 (UTILITIES) OF THE CODE
OF THE CITY OF CHARLOTTESVILLE, VIRGINIA, 1990, AS AMENDED,
TO ESTABLISH NEW UTILITY RATES AND SERVICE FEES
FOR CITY GAS, WATER, AND SANITARY SEWER**

BE IT ORDAINED by the Council of the City of Charlottesville, Virginia, effective July 1, 2026, that:

1. Sections 31-56, 31-57, 31-60, 31-61, 31-62, 31-102, 31-106, 31-153, 31-156, and 31-158 of Chapter 31, of the Code of the City of Charlottesville, Virginia, 1990, as amended, are hereby amended and reordained as follows:

CHAPTER 31. UTILITIES

ARTICLE II. GAS

DIVISION 2. TYPES OF SERVICE; SERVICE CHARGES

Sec. 31-56. Rates - Generally.

The firm service gas rates based on monthly meter readings shall be as follows:

| | | |
|---|----------------------|------------------|
| Basic Monthly Service Charge | \$ 10.00 | |
| First 3,000 cubic feet, per 1,000 cubic feet | \$12.4070 | <u>\$12.0802</u> |
| Next 3,000 cubic feet, per 1,000 cubic feet | \$11.7596 | <u>\$11.4332</u> |
| Next 144,000 cubic feet, per 1,000 cubic feet | \$11.1121 | <u>\$10.7862</u> |
| All over 150,000 cubic feet, per 1,000 cubic feet | \$10.4647 | <u>\$10.1393</u> |

Sec. 31-57. Air Conditioning.

(a) Gas service at the rate specified in this paragraph ("air conditioning rate") shall be available to customers who request such service in writing and who have installed and use air conditioning equipment operated by natural gas as the principal source of energy. The air conditioning rate will be \$ ~~\$9.8398~~ 9.4462 per one thousand (1,000) cubic feet of gas used per month.

Sec. 31-60. Interruptible Sales Service (IS).

(c) *Basic monthly service charge.* The basic monthly charge per meter for interruptible sales service ("IS gas") shall be sixty dollars (\$60.00).

(d) *Rate.* For all gas consumed by interruptible customers the rate shall be ~~\$9.6895~~ \$8.7834 per one thousand (1,000) cubic feet for the first six hundred thousand (600,000) cubic feet, and ~~\$8.9886~~ \$8.1037 per one thousand (1,000) cubic feet for all volumes over six hundred thousand (600,000) cubic feet.

(e) *Annual Minimum Quantity.* Interruptible rate customers shall be obligated to take or pay for a minimum quantity of one million two hundred thousand (1,200,000) cubic feet of gas annually. Each year, as of June 30, the Director of Finance shall calculate the total consumption of each interruptible customer for the preceding twelve (12) monthly billing periods and shall bill any customer that has consumed less than the minimum quantity for the deficient amount at the rate of ~~\$9.6895~~ \$8.7834 per one thousand (1,000) cubic feet. Any new customer shall be required to enter into a Service Agreement with the City prior to the start of service. If an interruptible customer terminates service, the annual minimum requirement shall be prorated on the basis of one hundred thousand (100,000) cubic feet per month for each month the customer has received service since the last June 30 adjustment.

Section 31-61. Interruptible Transportation Service (TS).

(b) *Rates.* The rates for interruptible transportation service (“TS gas”) shall be as follows:

- (1) ~~\$3.4713~~ \$3.4009 per dekatherm for a customer receiving only TS gas, and
- (2) ~~\$2.0828~~ \$2.0405 per dekatherm, for customers who transport 35,000 or more dekatherms per month (“large volume transportation customers”), regardless of whether such large volume transportation customer receives only TS gas, or also receives IS service.

Section 31-62. Purchased Gas Adjustment.

In computing gas customer billings, the basic rate charges established under Sections 31-56, 31-57, 31-60, and 31-61 shall be adjusted to reflect increases and decreases in the cost of gas supplied to the City. Such increases or decreases shall be computed as follows:

- (1) For the purpose of computations herein, the costs and charges for determining the base unit costs of gas are:
 - a. Pipeline tariffs.
 - b. Contract quantities; and
 - c. Costs of natural gas, in effect or proposed as of ~~April 1st, 2025~~, April 1st, 2026.

- (2) Such base unit costs are ~~\$5.9327~~ \$5.6105 per one thousand (1,000) cubic feet for firm gas service and ~~\$3.8488~~ \$3.1198 per one thousand (1,000) cubic feet for interruptible gas service.

ARTICLE IV. WATER AND SEWER SERVICE CHARGES

Sec. 31-153. Water Rates Generally.

- (a) Water rates shall be as follows:

- (1) Monthly Service Charge:

| Water Meter Size (Inches) | Fee |
|--------------------------------------|--|
| 5/8 | \$10.00 <u>\$12.50</u> |
| 3/4 | \$10.00 <u>\$12.50</u> |
| 1 | \$25.00 <u>\$31.25</u> |
| 1 ½ | \$50.00 <u>\$62.50</u> |
| 2 | \$80.00 <u>\$100.00</u> |
| 3 | \$160.00 <u>\$200.00</u> |
| 4 | \$250.00 <u>\$312.50</u> |
| 6 | \$500.00 <u>\$625.00</u> |
| 14 | \$3,275.00 <u>\$4,093.75</u> |

- (2) Metered Water Consumption, per 1,000 cu. ft.:

| May – September | October – April |
|-------------------------------------|-----------------------------------|
| \$100.52 <u>\$113.49</u> | \$77.33 <u>\$87.31</u> |

Sec. 31-156. Sewer Service Charges Generally.

- (a) Any person having a connection directly or indirectly, to the City sewer system shall pay therefor a monthly charge as follows:

- (1) Monthly Service Charge:

| Water Meter Size (Inches) | Fee |
|--------------------------------------|-----------------------------------|
| 5/8 | \$10.00 <u>\$12.50</u> |
| 3/4 | \$10.00 <u>\$12.50</u> |
| 1 | \$25.00 <u>\$31.25</u> |
| 1 ½ | \$50.00 <u>\$62.50</u> |

| | |
|----|--|
| 2 | \$80.00 <u>\$100.00</u> |
| 3 | \$160.00 <u>\$200.00</u> |
| 4 | \$250.00 <u>\$312.50</u> |
| 6 | \$500.00 <u>\$625.00</u> |
| 14 | \$3,275.00 <u>\$4,093.75</u> |

(2) An additional charge of ~~ninety five dollars and twenty nine cents (\$95.29)~~ ninety-nine dollars and twenty cents (\$99.20) per one thousand (1,000) cubic feet of metered water consumption.

Date Introduced: June 1, 2026

Date Adopted: June 15, 2026

Certified:

Clerk of Council

At A Glance

City of Charlottesville

Utility Rate Report



The following information provides a brief summary of the rate and fee recommendations for water, wastewater, stormwater and natural gas for FY2027, and new rates will go into effect July 1st, 2026. For a more thorough explanation and details of the recommendations, please refer to the FY2027 Utility Rate Report.

The table below illustrates the monthly impact on an average City residential customer using 400 cubic feet (cf) of water and wastewater, owning a property with approximately 2,440 square feet of impervious surface, and using 4,600 cubic feet (cf) of gas. This information is based on utility rates and charges adopted July 1st, 2025, and proposed rates and charges.

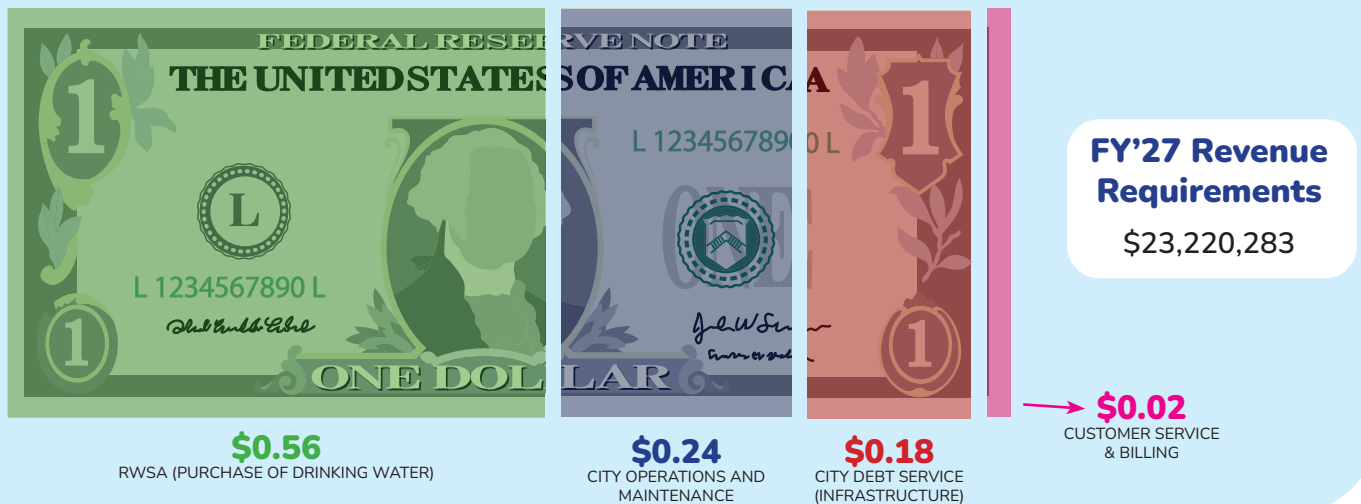
| | Current Based on rates adopted 7/1/25 | Proposed Effective 7/1/26 | Change | Percent |
|-------------------------|---|------------------------------|---------------|--------------|
| Water ¹ | \$44.80 | \$51.79 | \$6.99 | 15.61% |
| Wastewater ¹ | \$48.12 | \$52.18 | \$4.06 | 8.45% |
| Gas ¹ | \$66.04 | \$64.53 | -\$1.51 | -2.29% |
| Stormwater ² | \$5.86 | \$5.86 | \$0 | 0% |
| Total | \$164.82 | \$174.36 | \$9.54 | 5.79% |

(1) Rates include monthly service charges.

(2) The budget impact shown reflects a residential monthly average fee and provides consistency with other utilities. Stormwater fees are rounded to the next whole billing unit and are billed to property owners biannually.

Water Rates

Where your Water Dollar goes ...



Usage Rate

Water rates are proposed to increase by \$11.22 per 1,000 cf based on the amount of water used (12.9% increase).



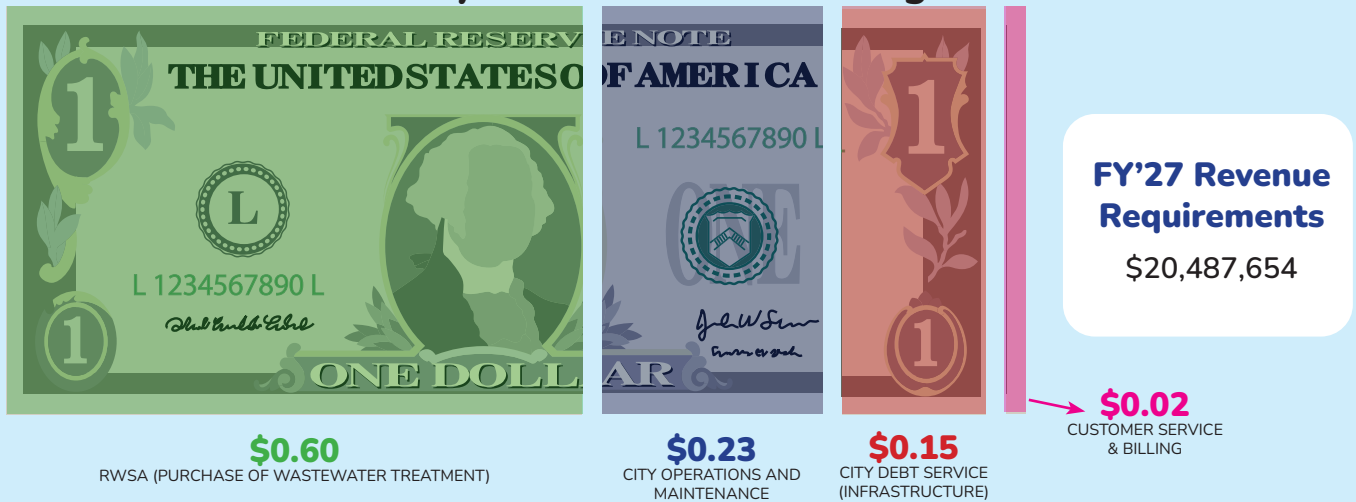
Impact on the Customer

The impact on a customer's bill will depend on how much water is consumed. The average single-family household uses 400 cf/month (2,992 gallons/month; approximately 100 gallons/day). To the extent an individual customer's usage differs from the average will determine the impact of the proposed rate on their bill. The table below shows the monthly impact on water customers at different amounts of usage.

| | Water Use (cf per month) | Current Composite Water (per 1,000 cf) | Current Water Usage (charge per month) | Proposed Composite Water (per 1,000 cf) | Proposed Water Usage (charge per month) | \$ Change | % Change |
|---|-----------------------------|--|--|---|---|-----------|----------|
| Minimal User (10 th Percentile) | 140 | \$86.99 | \$12.18 | \$98.22 | \$13.75 | \$1.57 | 12.9% |
| Small User (25 th Percentile) | 250 | \$86.99 | \$21.75 | \$98.22 | \$24.56 | \$2.81 | 12.9% |
| Median User (50 th Percentile) | 400 | \$86.99 | \$34.80 | \$98.22 | \$39.29 | \$4.49 | 12.9% |
| Large User (75 th Percentile) | 610 | \$86.99 | \$53.06 | \$98.22 | \$59.91 | \$6.85 | 12.9% |
| High Volume User (90 th Percentile) | 880 | \$86.99 | \$76.55 | \$98.22 | \$86.43 | \$9.88 | 12.9% |

Wastewater Rates

Where your Wastewater Dollar goes ...



Usage Rate

Wastewater usage rates are proposed to increase by \$3.91 per 1,000 cf based on the amount of water used (4.1% increase).



Impact on the Customer

The impact on a customer's bill will depend on how much water is consumed. The average single-family household uses 400 cf/month (2,992 gallons/month; approximately 100 gallons/day). To the extent an individual customer's usage differs from the average will determine the impact of the proposed rate on their bill. The table below shows the monthly impact on wastewater customers at different amounts of usage.

| | Water Use (cf per month) | Current Wastewater (\$ per 1,000 cf) | Current Wastewater Usage (charge per month) | Proposed Wastewater Rate (\$ per 1,000 cf) | Proposed Wastewater Usage | \$ Change | % Change |
|---|-----------------------------|--|---|--|---------------------------------|-----------|----------|
| Minimal User (10 th Percentile) | 140 | \$95.29 | \$13.34 | \$99.20 | \$13.89 | \$0.55 | 4.1% |
| Small User (25 th Percentile) | 250 | \$95.29 | \$23.82 | \$99.20 | \$24.80 | \$0.98 | 4.1% |
| Median User (50 th Percentile) | 400 | \$95.29 | \$38.12 | \$99.20 | \$39.68 | \$1.56 | 4.1% |
| Large User (75 th Percentile) | 610 | \$95.29 | \$58.13 | \$99.20 | \$60.51 | \$2.39 | 4.1% |
| High Volume User (90 th Percentile) | 880 | \$95.29 | \$83.86 | \$99.20 | \$87.30 | \$3.44 | 4.1% |

Water & Wastewater

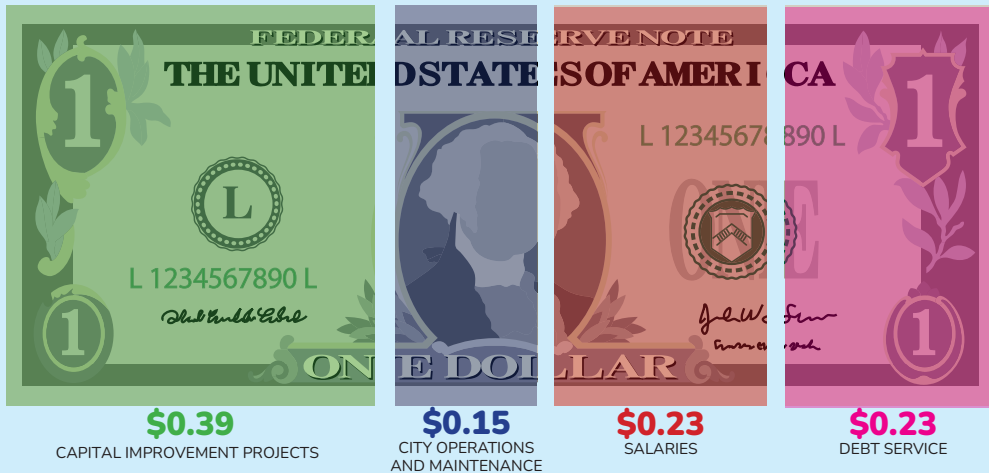
Monthly Service Charge

The monthly service charges for water and wastewater are proposed to change. The monthly service charges will increase to \$12.50 for water and \$12.50 for wastewater for a 5/8" meter. Approximately 94% of customers have a 5/8" meter. The proposed combined monthly service charges for water and sewer are as follows:

| Water Meter Size (in inches) | Current | Proposed | \$ Change |
|------------------------------|------------|------------|------------|
| 5/8 | \$20.00 | \$25.00 | \$5.00 |
| 1 | \$50.00 | \$62.50 | \$12.50 |
| 1 1/2 | \$100.00 | \$125.00 | \$25.00 |
| 2 | \$160.00 | \$200.00 | \$40.00 |
| 3 | \$320.00 | \$400.00 | \$80.00 |
| 4 | \$500.00 | \$625.00 | \$125.00 |
| 6 | \$1,000.00 | \$1,250.00 | \$250.00 |
| 14 | \$6,550.00 | \$8,187.50 | \$1,637.50 |

Stormwater Rates

Where your Stormwater Dollar goes ...



FY'27 Revenue Requirements
\$5,091,182

Stormwater rates are proposed to remain constant for the coming year at \$1.20 per 500 square feet of impervious surface (or part thereof) per month.

Stormwater fees are billed concurrently with real estate tax assessments and are due in June and December.

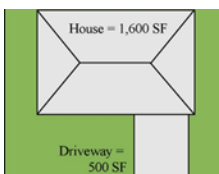
Modernize and Maintain Infrastructure Integrity While Pursuing Environmental Stewardship.

The City has adopted a stormwater utility fee to provide a dedicated and stable source of funding for stormwater management activities. Funds received are used to help the City comply with federal and state stormwater regulations, rehabilitate the City's aging stormwater infrastructure, address drainage and flooding problems, and pursue environmental stewardship.

Impact on the Customer

The stormwater utility fee is charged to property owners based on the amount of impervious area on their property (areas covered by hard surfaces, such as: buildings, concrete, gravel, etc.).

An example fee calculation is provided below:

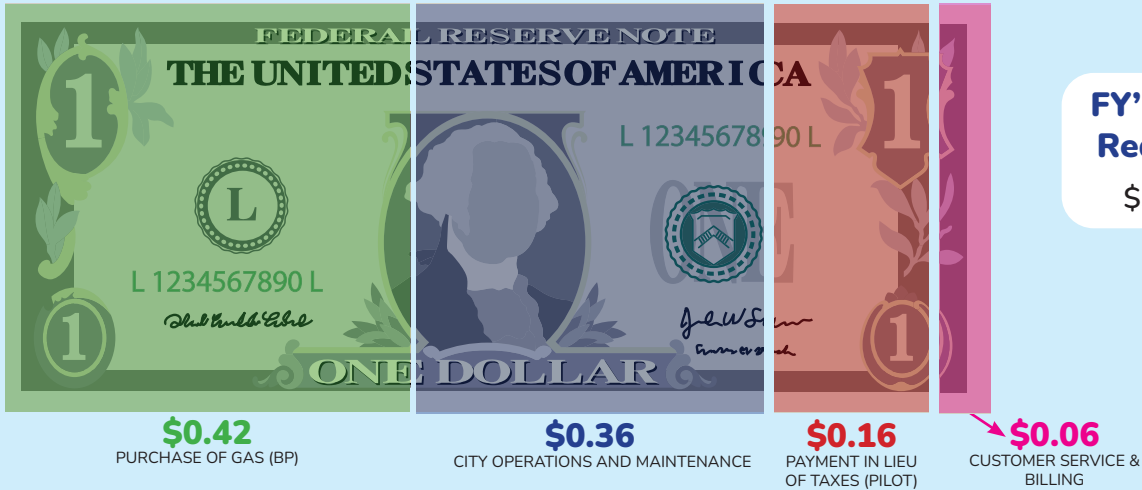


Example Fee Calculation

- Total impervious area (house and driveway): 2,100 SF
- Divide by 500 square feet: $2,100 / 500 = 4.2$ billing units
- Round to the next whole number: 4.2 rounds to 5 billing units
- Multiply the number of billing units by the rate (\$1.20 per billing unit per month) to determine annual fee: $5 \times \$1.20 \times 12 = \72 annual fee, billed \$36 due in June and December

Gas Rates

Where your Natural Gas Dollar goes ...



Usage Rate

Gas rates are proposed to decrease for all natural gas customers. For the average residential gas customer, gas rates are proposed to decrease by 0.25%.



Impact on the Customer

The impact on a customer's bill will depend on the volume of gas that the customer uses. The average single family household uses 4,600 cubic feet of natural gas per month. The table below shows the monthly impact on gas customers at different amounts of usage. The base rate is set on July 1st each year. This base rate is calculated using the cost of gas at that time.

| | Gas Used (cf per month) | Current Monthly Gas Bill with Most Recent PGA | Proposed Monthly Gas Bill with Most Recent PGA | \$ Change | % Change |
|------------------|-------------------------|---|--|-----------|----------|
| Minimal User | 4,000 | \$57.81 | \$57.67 | -\$0.14 | -0.24% |
| Average User | 4,600 | \$64.69 | \$64.53 | -\$0.16 | -0.25% |
| Large User | 20,000 | \$232.21 | \$231.55 | -\$0.66 | -0.28% |
| High Volume User | 60,000 | \$664.96 | \$663.00 | -\$1.96 | -0.29% |

However, gas is purchased throughout the year and the cost per cubic foot of natural gas varies by month due to various factors (weather, economics, etc.) which are hard to predict. The purchased gas adjustment (PGA) acts as a "true up" to account for the differences between the current market cost of gas and the gas cost used to calculate the base rate. This ensures that customers are not over or underpaying and that the City is not over or under collecting.

Gas Service Connection Fee

Charlottesville Gas is proposing to no longer offer service line installations for qualifying appliances at a cost of \$340.00 to the customer. It is proposed that all gas services will pay a \$1,950.00 connection fee, starting in January, 1st, 2027, for the new service, up to 150 feet of service line. Services that exceed 150 feet will be required to pay the cost for the excess footage. The new connection fee charge is designed to cover the direct costs of the installation of the service line.

Utilities Operations Overview



FY2027

The Department of Utilities is committed to providing the Charlottesville community with safe, reliable, and sustainable utility services by dedicated and knowledgeable staff.

Core Programs & Services

Department-Wide

- Utility Location Oversight**
 Protecting infrastructure & critical facilities, including utility locating: **38,371** tickets in 2025.
- 24/7/365 Utilities Call Center**
 The Utilities Call Center handles approximately **19,000** calls per year.
- Customer Service**
 Last year, we processed **6,601** Move-ins and **6,345** Move-outs.
- Online Bill Pay Services**
 In October 2021, we launched a new bill pay portal. To date, **7,431** customers have registered for Autopay, and over **13,050** customers receive paperless billing.
- Emergency Operations**
 Emergency response to water and gas leaks as well as sewer backups: **839** leaks checked in 2025.
- GIS Mapping and Maintenance**
22,185 feet of utility lines entered and **778** CCTV videos cataloged last year.
- Meter Reading and Maintenance**
 We performed **450,407** meter readings including **2,985** implausible meter readings and completed **623** ERT replacements in 2025.
- Development Site Plan Review**
 Our engineers reviewed and followed the implementation of **237** site plans and **302** building permits in 2025.

Customer Satisfaction

Experience Interacting with Utilities Department Staff (% Satisfied)*

Politeness & courtesyness of staff



Overall responsiveness to your request, question or concern



How satisfied you are with the new Utility Billing Online Payment Portal?



*Department of Utilities Customer Satisfaction Survey - SurveyMonkey – April, 2026



Water & Wastewater by Numbers



14,800
CUSTOMERS
SERVED



4.5 million
GALLONS OF WATER
PROVIDED DAILY



179 miles
OF WATER
MAINS



169 miles
OF WASTEWATER
MAINS



7,961
WORK ORDERS
COMPLETED

Water Quality & Water Loss Prevention

- The quality of our drinking water meets and exceeds all regulatory requirements and expectations for safety and reliability. A water quality report is prepared annually and is available online.
- Cross-contamination:
 - The situation in which water flows in a direction that is opposite from the intended flow is called backflow and presents a serious hazard to our water supply.
 - The City's Department of Utilities currently maintains inspection records for **1,108 backflow devices** in an effort to protect and provide the highest quality water to the City residents.
- Annual system-wide leak detection survey:
 - In 2025, **5 leaks** totalling **164,160 GPD** were detected and repaired.



Granular Activated Carbon (GAC) treatment providing superior quality water to our community.

Water & Wastewater Asset Management

- Water main replacement program:
 - **4,887 linear feet** in 2025 and **139,963 linear feet** of water lines have been replaced since 2010 (**14.8%** of the entire water system).
 - Total construction cost: **\$35.4 million**
- Water service line replacement:
 - **3,944 linear feet** in 2025 and **72,997 linear feet** of water services have been replaced since 2010 (**21.5%** of the City-owned water services).
- Wastewater main rehabilitation program:
 - **4,197 linear feet** of wastewater lines were rehabilitated or replaced in 2025 and over **385,547 linear feet** of main have been rehabilitated or replaced since the program's inception (**43.2%** of the wastewater system).
 - Total construction cost: **\$43.5 million**
- Manhole rehabilitation or replacement:
 - **1,479 manholes** have been rehabilitated or replaced since the program's inception (**23.4%** of the City's wastewater manholes).



Fats, Oils, and Grease Program

- The City of Charlottesville prohibits the discharge of fats, oils, and grease (FOG) down the drain into the City's wastewater system.
 - In FY'26, Utilities launched the FOGbuster program as a fun and engaging approach to enhance awareness of the importance of preventing FOG buildup.
- We provide FOG Kits to residents to help properly dispose fats, oils, and grease from cooking processes.



Customer Satisfaction

In our recent Utilities Customer Satisfaction Survey, our customers show high levels of satisfaction with the reliability of our services.

Rate the value that you pay for your water service



Rate the value that you pay for your sewer service



Reliability of your water service



Reliability of your sanitary sewer service



The vast majority of our customers rated the value of their water and sewer service as fair and above (good and excellent).



Stormwater

Stormwater by Numbers



15,700
BILLABLE
CUSTOMERS



9,280
STORMWATER
STRUCTURES



125 miles
OF SUBSURFACE
CONVEYANCE PIPING



1,147
OUTFALLS

Rate the value that you pay for your stormwater service



24% of customers could not rate, due to a lack of familiarity with stormwater services.

Stormwater Asset Management

- Utilities has had an active Stormwater Conveyance System Rehabilitation Program since 2010.
- Stormwater rehabilitation program:
 - **83,952 linear feet** rehabilitated or replaced (**12.7%** of the system since the program's inception).
 - Total construction cost: **\$13.9 million**
- Structure rehabilitation or replacement:
 - **603** structures rehabilitated or replaced since the program's inception (**6.5%** of the system's storm structures).





Gas System

Natural Gas by Numbers

*Monthly average FY 2026



21,270*
CUSTOMERS
SERVED



341 miles
GAS MAIN
LINES



307 miles
GAS SERVICE
LINES



36
REGULATOR
STATIONS



10,164
WORK ORDERS
COMPLETED

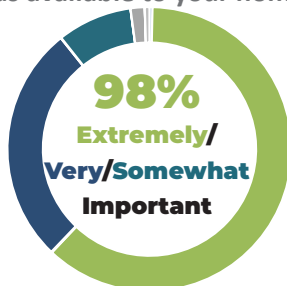
Energy-efficiency programs:

The Department of Utilities launched three new incentives to help improve home energy efficiency. Utilities now offers six home envelope resources that complement each other to help community members improve the energy efficiency of their home, lower utility bills, and increase home comfort.

- **Attic Insulation Self-Assessment :**
 - According to Energy Star®, **90% of U.S. homes are under-insulated.** The Attic Insulation Self-Assessment was developed by Utilities’ staff and is a great resource to help customers better understand their attic’s insulation needs. The self-assessment is **100% free** to use, and can be accessed via smartphone, tablet, or computer.
- **\$500 Attic Insulation Rebate:**
 - Maximize the most cost-effective way to improve your home’s energy efficiency with upgraded attic insulation. Gas customers can receive a **\$500 rebate** towards upgrading their home’s attic insulation.
- **\$150 Attic Air Sealing Rebate:**
 - Gas customers can receive a **\$150 rebate** to cover the cost of measures that plug holes and seal cracks in their attic. This process improves home comfort, enhances air quality, and boosts energy efficiency by keeping conditioned air inside the house.
- **\$125 Smart Thermostat Rebate:**
 - Gas customers can receive a **\$125 rebate** towards a smart thermostat to enhance the energy efficiency of their home. Smart thermostats use Wi-Fi to allow you to control a home’s indoor air temperature remotely from a smartphone or tablet. Plus, Utilities still offers a **\$100 Programmable Thermostat Rebate** for customers interested in that option.
- **Home Weatherization Program:**
 - The Charlottesville Gas Energy Efficiency Program (CGEEP) is Utilities’ **no-cost home weatherization** program for qualified gas customers. Newly expanded income-qualification levels have broadened the reach of this program to even more members of the community.

In our recent Utilities Customer Satisfaction Survey, our customers show high levels of satisfaction with access to gas service, reliability, and value of natural gas.

How important is it to have gas available to your home?



Reliability of your gas service



Rate the value that you pay for your gas service



Policy Briefing Summary

City Council



| | |
|---------------------------------|--|
| Regarding: | Resolution Approving Amended Grant Agreement for the Charlottesville Supplemental Rental Assistance Program ("CSRAP") |
| Staff Contact(s): | Madelyn Metzler, Housing Compliance Coordinator, Kellie Brown, Director of NDS |
| Presenter: | Madelyn Metzler, Housing Compliance Coordinator |
| Date of Proposed Action: | June 15, 2026 |

Issue

City Staff requests approval of a Resolution that provides for an extension to the Eighth (8th) Amended Grant Agreement for CSRAP through September 30, 2026. The extension allows City Staff and the Charlottesville Redevelopment and Housing Authority ("CRHA") to complete review of evaluation findings and develop programmatic changes for inclusion in the next annual Grant Agreement.

Background / Rule

CSRAP provides rental assistance to "extremely low-income" and "low-income" households earning below sixty percent (60%) of Area Median Income ("AMI") and serves approximately sixty-eight (68) households annually. Recent evaluation work identified operational and administrative challenges requiring updates to eligibility policies, participant tenure expectations, transition strategies, and data and communication systems.

Data collection and analysis are complete, and findings are currently under review by City and CRHA stakeholders. The extension provides time for proper review and recommendation development before the next Grant Agreement is brought forward, consistent with the City's responsibility to ensure transparent and accountable program administration.

Analysis

Extending the Grant Agreement supports key City housing goals by ensuring CSRAP remains an effective transitional assistance Program aligned with best practices and the City's strategic initiatives related to affordable housing, equity, and service coordination.

During the extension, City Staff and CRHA will:

- Review findings with internal and external stakeholders to confirm interpretation and prioritize needed changes.
- Develop updated policies addressing eligibility, Program tenure, transition planning, and administrative procedures.
- Assess and recommend improvements to data systems and communication processes to strengthen oversight and customer service.

The extension prevents the City from entering a new funding cycle without integrating necessary improvements or presenting City Council with actionable, evidence-based options. City Staff will return to City Council with final recommendations and a revised Grant Agreement informed by stakeholder engagement.

Financial Impact

No additional City funding is required. CSRAP is supported through existing City Capital Improvement Program allocations, and remaining funds are sufficient to maintain rental assistance throughout the extension period. The proposed action maintains service continuity for current participants.

Recommendation

City Staff recommends City Council adopt the attached Resolution extending the time for performance under the Eighth (8th) Amendment to the Grant Agreement for the FY26 CSRAP through September 30, 2026, and that CRHA is authorized to use eligible and applicable carry-forward FY26 CSRAP undrawn funds in an amount not to exceed \$545,731.20.

Recommended Motion (if Applicable)

"I make a Motion to adopt the attached Resolution extending the time for performance under the Eighth (8th) Amendment to the Grant Agreement for the FY26 CSRAP through September 30, 2026, and that CRHA is authorized to use eligible and applicable carry-forward FY26 CSRAP undrawn funds in an amount not to exceed \$545,731.20."

Attachments

1. RESOLUTION for Extension of CSRAP 8th Grant Amendment
2. Extension to CSRAP 8th Grant Amendment



RESOLUTION #R--

RESOLUTION EXTENDING CHARLOTTESVILLE SUPPLEMENTAL RENTAL ASSISTANCE PROGRAM'S EIGHT (8TH) GRANT AMENDMENT (I.E., RESOLUTION #25-149) WITH CHARLOTTESVILLE REDEVELOPMENT AND HOUSING AUTHORITY TO SEPTEMBER 30, 2026, ALLOWING FOR ELIGIBLE AND APPLICABLE USE OF CARRY-FORWARD FY26 CSRAP UNDRAWN FUNDS IN AN AMOUNT NOT TO EXCEED \$545,731.20

WHEREAS, on June 19, 2017, the City of Charlottesville, Virginia (“City”), approved the creation of the City-funded Charlottesville Supplemental Rental Assistance Program (“CSRAP”), and on December 1, 2025, City Council approved an allocation of \$900,000 from Capital Improvement Program funds to be used for CSRAP, which will be administered by the Charlottesville Redevelopment and Housing Authority (“CRHA”); and

WHEREAS, the terms and conditions under which the CRHA will administer the CSRAP are set forth within a written Grant Agreement that the City and CRHA entered into in December 2025, with a time for performance of between December 16, 2025, and June 30, 2026; and

WHEREAS, CSRAP’s FY26 Budget has a current availability of \$545,731.20; and

WHEREAS, the City has determined a need to modify the Eighth (8th) Amendment to the Grant Agreement (*i.e.*, Resolution #R-25-149), and extend the Grant Agreement’s time for performance to September 30, 2026.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the Grant Agreement for the FY26 CSRAP time for performance shall be extended through September 30, 2026, allowing for eligible and applicable use of carry-forward FY26 CSRAP undrawn funds in an amount not to exceed \$545,731.20; and

BE IT FINALLY RESOLVED that all the original provisions and requirements of the Grant Agreement remain in legal effect.

Date Adopted: _____

Certified: _____
Clerk of Council

**EXTENSION FOR
EIGHTH AMENDMENT TO GRANT AGREEMENT FOR THE CHARLOTTESVILLE
SUPPLEMENTAL RENTAL ASSISTANCE PROGRAM**

THIS AGREEMENT is made on the __ day of June 2026 between the **CITY OF CHARLOTTESVILLE, VIRGINIA**, hereinafter referred to as "the City", and **CHARLOTTESVILLE REDEVELOPMENT AND HOUSING AUTHORITY**, hereinafter referred to as "Recipient".

WHEREAS, on December 1, 2025, the Charlottesville City Council approved funding for Charlottesville Redevelopment and Housing Authority (CRHA) for the Charlottesville Supplemental Rental Assistance Program (CSRAP) (“Program”). A total of \$900,000 was appropriated to be used for the Program, and the City and the Recipient entered into a grant agreement in December 2025, with a time of performance between December 16, 2025, and June 30, 2026; and

WHEREAS, the Program FY26 budget has a current availability of \$545,731.20; and

WHEREAS, the **CHARLOTTESVILLE REDEVELOPMENT AND HOUSING AUTHORITY** is requesting an extension to allow sufficient time to complete the comprehensive program evaluation process necessary to assess program performance, determine the effectiveness of current policies and procedures, and make informed decisions regarding programmatic changes to be incorporated into the subsequent grant agreement; and

WHEREAS, the City of Charlottesville has determined a need to modify the Eighth Amendment to the Grant Agreement, i.e., Resolution #R-25-149, and extend the grant agreement to September 30, 2026.

NOW, THEREFORE, the grant agreement for the FY26 CSRAP administration period shall be extended through September 30, 2026. All the original provisions and requirements of the agreement remain in effect; and

IN WITNESS WHEREOF, the parties hereto have executed or caused to be executed by their duly authorized officials this AGREEMENT.

CITY OF CHARLOTTESVILLE:

City Manager (Printed)

City Manager (Signature)

Date: _____

ACCEPTED/ AGREED BY RECIPIENT:

Recipient Representative (Printed)

Recipient Representative (Signed)

Date: _____

LEGAL REVIEW AND CONFORMANCE:

City Attorney's Office (Printed)

City Attorney's Office (Signature)

Date: _____

Policy Briefing Summary

City Council



| | |
|---------------------------------|---|
| Regarding: | Resolution Allocating \$575,000 in Housing Operations and Support FY27 Grant Funding (1 of 2 Readings) |
| Staff Contact(s): | Madelyn Metzler, Housing Compliance Coordinator |
| Presenter: | Madelyn Metzler, Housing Compliance Coordinator |
| Date of Proposed Action: | June 15, 2026 |

Issue

The Charlottesville Affordable Housing Fund (“CAHF”) Committee has completed its review of FY27 Housing Operations and Program Support (“HOPS”) Grant Program Funding Applications and requests City Council approval of recommended awards. Fourteen (14) Applications were considered, and thirteen (13) are recommended for funding.

Background / Rule

The HOPS Grant Program, supported through the City’s Capital Improvement Program (“CIP”), supports the operational needs of nonprofit organizations that provide essential housing-related services. A Notice of Funding Availability was issued on August 28, 2025, announcing \$575,000 in available funding. City Staff received fourteen (14) complete Applications, totaling \$1,390,000 in requests.

The CAHF Committee reviewed and scored Applications using a standardized rubric that evaluates affordability, population served, project readiness, environmental sustainability, demonstrated need, organizational capacity, and alignment with City priorities. Final average scores ranged from seventy (70) to one hundred one (101) points. Pursuant to the HOPS Grant Program process, the CAHF Committee submits funding recommendations to City Council for approval.

Analysis

The CAHF Committee evaluated Applications requesting a total of \$1,390,000 in FY27 HOPS funding. Using the standardized scoring rubric, the CAHF Committee grouped Applications into tiers based on scores and recommended that each tier receive a set percentage of its requested amount. Three (3) Applications are in Tier 1, scoring over one hundred (100) points, and are recommended for funding at seventy percent (70%). Eight (8) applications are in Tier 2, scoring between ninety (90) and ninety-nine (99) points, and are recommended for funding at forty-four and seven tenths percent (44.7%). Two (2) Applications are in Tier 3, scoring between eighty (80) and eighty-nine (89) points, and are recommended for funding at nineteen percent (19%). One (1) Application is in Tier 4, scoring below eighty (80) points, and is not recommended for funding.

The CAHF Committee recommends allocating the \$575,000 as follows:

- AHIP System of Care Program: \$42,905
- Community Services Housing Program: \$44,700

- Georgia’s Friends Recovery Residence & Support Program: \$1,900
- Habitat for Humanity of Greater Charlottesville Homeownership Program: \$33,525
- IRC Housing Navigation Support Program: \$20,115
- LAJC Legal Services to Prevent Evictions and Ensure Housing Stability Program: \$22,350
- MACAA Hope House Program: \$13,410
- PACEM Case Management Program: \$53,640
- Piedmont Housing Alliance Charlottesville Affordable Housing Program: \$89,400
- SupportWorks Housing The Crossings PSH Program: \$29,055
- The Haven Day Shelter Program: \$77,000
- The Haven Homeless Information Line Program: \$35,000
- The Haven Vital Housing Services Program: \$112,000

Financial Impact

The \$575,000 in recommended awards are allocated in the FY27 CIP Budget for CAHF. No additional financial impact is associated with the proposed action, as all recommended expenditures fall within existing appropriations.

Recommendation

City Staff recommends City Council adopt the attached Resolution approving the CAHF Committee’s FY27 HOPS Grant Project Funding recommendations and authorize the allocation of CAHF funds to the thirteen (13) recommended programs.

Recommended Motion (if Applicable)

“I make a Motion to adopt the attached Resolution approving the CAHF Committee’s FY27 HOPS Grant Project Funding recommendations and authorize the allocation of CAHF funds to the thirteen (13) recommended projects.”

Attachments

1. Charlottesville HOPS Report FY27
2. RESOLUTION HOPS FY27 (1)jvhedits



Charlottesville

FY 2027 Housing Operations & Program Support (HOPS) Report

March 12, 2026

CAHF Committee Members:

Chris Cullinan
Misty Graves
Taylor Harvey-Ryan
S. Lisa Herndon
Sarah Malpass
Jamaala Hamilton

City Staff Liaison:

Madelyn Metzler, Acting Housing Program Manager

Note: This document is an updated version of the FY27 HOPS funding recommendations. It corrects a formula error identified in a previously published version. All revisions in this document are shown in redline to clearly indicate what changed. The correction and updated funding percentages were presented to City Council at the March 12, 2026 work session.

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INTRODUCTION

Background

The Housing Operations and Program Support (HOPS) Grant Program is a critical component of the City of Charlottesville's Affordable Housing strategy. The program focuses on supporting the operational needs of nonprofit organizations that provide essential housing-related services. HOPS funding aims to ensure housing stability and to prevent homelessness by assisting organizations that serve vulnerable populations, including low-income residents, individuals at risk of eviction, and those experiencing homelessness. Starting in FY24, affordable-housing specific applications were removed from the Vibrant Community Fund process and were reviewed in a separate process. HOPS is funded through the Charlottesville Affordable Housing Fund (CAHF), which is supported by the City's Capital Improvement Program (CIP) budget.

The CAHF Committee is tasked with evaluating the applications received through the HOPS application cycle and recommending to City Council suggested priorities for the use of CAHF funding. The Committee reviews applications and scores them based on quality of application, the importance of the type of service being provided, and alignment with the City's affordable housing goals.

A Notice of Funding Availability (NOFA) was issued on August 28, 2025, announcing timelines and the amount of funding available for the HOPS Grant program. The notice advertised \$575,000 available with an application period of September 1, 2025 through October 20, 2025. Staff received 14 complete applications for funding by the submission deadline with a total of \$1,390,000 in funding requests.

Funding Review Process

The Committee reviewed the applications for quality using an objective rubric that evaluated:

- Program details and outcomes,
- Understanding of participants,
- Strategies used to meet those needs,
- Use of best practices,
- Evaluation plan and metrics used,
- Demonstration of need for the program,
- Organizational capacity
- Alignment with City priorities,
- Staff and Board composition,
- Local collaborative efforts,
- Engagement of high need and underserved populations,
- Program participants' involvement in evaluation and governance,
- Proposed outcome and outcomes achieved in the previous year, and
- Fiscal stability.

Priority is given to programs that provide essential services to vulnerable populations, including programs targeting individuals experiencing homelessness, and to programs positively impacting the state of homelessness in the City of Charlottesville.

Committee members reviewed and scored applications individually and as a group using a rubric developed by the Committee. Each member rated the applications based on the scoring criteria. After discussing each application, Committee members finalized their scores, and the final score was calculated as the average of all the reviewers' scores. The maximum possible score was 105. The lowest score was 70 and the highest score was 101.

| Tier 1 | Tier 2 | Tier 3 | Tier 4 |
|------------------------|---------------------|---------------------|------------------------|
| Over 100 points | 90-99 points | 80-89 points | Below 80 points |
| 3 applications | 8 applications | 2 applications | 1 application |

Due to the amount of funding proposed as available through the HOPS application cycle, and following review of the type of service rankings and the average scoring rankings, the committee recommended that 13 applications be funded at levels ranging from 23% to 70% of their requested funding. The CAHF Committee recommends funding at the following levels:

- 70% of the requested amount for applications rated Tier 1,
- 44.7% for applications rated Tier 2,
- 19% for applications rated Tier 3, and
- no funding for applications rated Tier 4.

SUMMARY OF APPLICATIONS

The following pages contain summaries of applications in alphabetical order of the applicant. The summaries include a brief description of the program and the amount of the funding request, followed by the Committee's ranking and recommended funding amount.

Albemarle Housing Improvement Program (AHIP)

Program Name: AHIP System of Care

Requested Funding: \$225,000

Purpose of Requested Funding: AHIP's System of Care provides pre-construction services to prepare low-income city residents for future home repairs through AHIP's rehabilitation programs. Funding will support staff and administrative costs to enroll residents and deliver these essential pre-repair services.

Funding Tier: 3

Proposed Funding: \$42,905

Community Services Housing (CSH)

Program Name: Community Services Housing

Requested Funding: \$100,000

Purpose of Requested Funding: CSH develops and manages low-barrier housing for individuals with disabilities and extremely low incomes in Charlottesville. Funding will sustain key staff positions that oversee property management and resident support, ensuring housing stability and operational continuity.

Funding Tier: 2

Proposed Funding: \$44,700

Georgia's Friends

Program Name: Georgia's Friends Recovery Residence & Support Program
Requested Funding: \$10,000

Purpose of Requested Funding: Georgia's Friends operates a structured recovery program for women in early stages of substance use recovery, including a sober-living home in Charlottesville. Funding will help maintain housing and support services that promote long-term sobriety and stability.

Funding Tier: 3

Proposed Funding: \$1,900

Habitat For Humanity of Greater Charlottesville (Habitat)

Program Name: Habitat for Humanity of Greater Charlottesville Homeownership Program
Requested Funding: \$75,000

Purpose of Requested Funding: Habitat's Family and Community Partnerships department provides financial coaching and readiness services to help low-income families achieve sustainable homeownership. Funding will support a dedicated financial empowerment coach and expanded counseling for families preparing to purchase homes in Charlottesville.

Funding Tier: 2

Proposed Funding: \$33,525

International Rescue Committee (IRC)

Program Name: IRC Housing Navigation Support
Requested Funding: \$45,000

Purpose of Requested Funding: IRC assists low-income households, including refugees and immigrants, with housing navigation, financial education, and eviction prevention. Funding will support a part-time Housing Specialist, interpretation services for limited English speakers, and emergency assistance for households at risk of eviction.

Funding Tier: 2

Proposed Funding: \$20,115

Legal Aid Justice Center (LAJC)

Program Name: Legal Services to Prevent Evictions and Ensure Housing Stability
Requested Funding: \$50,000

Purpose of Requested Funding: LAJC provides free legal advice and representation to low-income, elderly, and disabled residents facing eviction in Charlottesville. Funding will support services that protect tenancy rights and prevent homelessness through legal advocacy.

Funding Tier: 2

Proposed Funding: \$22,350

Monticello Area Community Action Agency (MACAA)

Program Name: Hope House

Requested Funding: \$30,000

Purpose of Requested Funding: Hope House offers rent-free transitional housing and intensive case management for families experiencing homelessness. Funding will cover operational costs and staff support to help families achieve permanent housing and economic self-sufficiency.

Funding Tier: 2

Proposed Funding: \$13,410

People and Congregations Engaged in Ministry (PACEM)

Program Name: PACEM Case Management

Requested Funding: \$120,000

Purpose of Requested Funding: PACEM provides emergency shelter and case management for individuals experiencing homelessness. Funding will support case managers who help guests access resources, secure documentation, and transition to stable housing.

Funding Tier: 2

Proposed Funding: \$53,640

Piedmont Housing Alliance (PHA)

Program Name: Charlottesville Affordable Housing Program

Requested Funding: \$200,000

Purpose of Requested Funding: PHA expands affordable housing through property management, development, and financial counseling for low-income families. Funding will support frontline staff who deliver housing and financial services that stabilize households and strengthen community equity.

Funding Tier: 2

Proposed Funding: \$89,400

Restoration And Hope House LLC

Program Name: Restoration And Hope House

Requested Funding: \$150,000

Purpose of Requested Funding: Restoration and Hope House operates a residential program for non-violent female offenders transitioning from incarceration. Funding will assist with staffing and operational costs to provide secure housing and counseling that promote successful reintegration.

Funding Tier: 4

Proposed Funding: \$0

SupportWorks Housing (SWH)

Program Name: The Crossings PSH Program

Requested Funding: \$65,000

Purpose of Requested Funding: SupportWorks Housing operates The Crossings, a permanent supportive housing program for individuals with complex needs. Funding will sustain case management and compliance functions essential for housing stability and prepare for future permanent supportive housing developments.

Funding Tier: 2

Proposed Funding: \$29,055

The Haven at First & Market, Inc. (The Haven)

Program Name: Day Shelter Program

Requested Funding: \$110,000

Purpose of Requested Funding: The Haven's Day Shelter provides a safe, low-barrier space with meals, hygiene facilities, and resource connections for people experiencing homelessness. Funding will maintain daily operations and staff support to meet growing demand for essential services.

Funding Tier: 1

Proposed Funding: \$77,000.00

Program Name: Homeless Information Line at The Haven

Requested Funding: \$50,000

Purpose of Requested Funding: The Haven manages the region's Homeless Information Line, the primary access point for individuals seeking housing assistance. Funding will support staffing and system improvements to respond to rising call volumes and connect residents to critical housing resources.

Funding Tier: 1

Proposed Funding: \$35,000.00

Program Name: Vital Housing Services

Requested Funding: \$160,000

Purpose of Requested Funding: The Haven delivers housing interventions, including homelessness prevention, rapid rehousing, and financial assistance, while administering the region's Coordinated Entry System. Funding will support staff and expand programs that prevent homelessness and stabilize housing for vulnerable residents.

Funding Tier: 1

Proposed Funding: \$112,000.00

FUNDING RECOMMENDATIONS

After careful consideration and discussion of all applications, the CAHF Committee recommended the following awards of HOPS funding:

- AHIP System of Care Program: \$42,905
- Community Services Housing Program: \$44,700
- Georgia's Friends Recovery Residence & Support Program: \$1,900
- Habitat for Humanity of Greater Charlottesville Homeownership Program: \$33,525
- IRC Housing Navigation Support Program: \$20,115
- LAJC Legal Services to Prevent Evictions and Ensure Housing Stability Program: \$22,350
- MACAA Hope House Program: \$13,410
- PACEM Case Management Program: \$53,640
- Piedmont Housing Alliance Charlottesville Affordable Housing Program: \$89,400
- SupportWorks Housing The Crossings PSH Program: \$29,055
- The Haven Day Shelter Program: \$77,000
- The Haven Homeless Information Line Program: \$35,000
- The Haven Vital Housing Services Program: \$112,000



#R-__-__

RESOLUTION ALLOCATING FY27 HOUSING OPERATIONS AND PROGRAM SUPPORT GRANT PROGRAM FUNDING FOR HOUSING AND HOMELESSNESS PREVENTION PROGRAMS IN THE AMOUNT OF \$575,000

WHEREAS, City of Charlottesville, Virginia (“City”), having established the Housing Operations and Program Support (“HOPS”) Grant Program to provide financial support for operational needs of nonprofit organizations that provide essential housing-related services, hereby allocates \$575,000 from the Charlottesville Affordable Housing Fund (“CAHF”) under Fund 426 Project: CP-084, as per the City’s FY27 Capital Improvement Program Budget.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Charlottesville, Virginia (“City Council”), that upon consideration of the CAHF Committee’s recommendations for the HOPS Grant Program, City Council hereby allocates funds to the following HOPS Applicants:

| Fund | Project | G/L Account | Applicant | Funded Project/Initiative | Award |
|-------------|----------------|--------------------|---|--|--------------|
| 426 | CP-084 | 530670 | Albemarle Housing Improvement Program | AHIP System of Care | \$42,905.00 |
| 426 | CP-084 | 530670 | Community Services Housing | Community Services Housing | \$44,700.00 |
| 426 | CP-084 | 530670 | Georgia’s Friends | Georgia’s Friends Recovery Residence & Support Program | \$1,900.00 |
| 426 | CP-084 | 530670 | Habitat For Humanity of Greater Charlottesville | Habitat Homeownership Program | \$33,525.00 |
| 426 | CP-084 | 530670 | International Rescue Committee | IRC Housing Navigation Support | \$20,115.00 |
| 426 | CP-084 | 530670 | Legal Aid Justice Center | Legal Services to Prevent Evictions and Ensure Housing Stability | \$22,350.00 |
| 426 | CP-084 | 530670 | Monticello Area Community Action Agency | Hope House | \$13,410.00 |
| 426 | CP-084 | 530670 | People and Congregations Engaged in Ministry | PACEM Case Management | \$53,640.00 |
| 426 | CP-084 | 530670 | Piedmont Housing Alliance | Charlottesville Affordable Housing Program | \$89,400.00 |
| 426 | CP-084 | 530670 | SupportWorks Housing | The Crossings PSH Program | \$29,055.00 |



| Fund | Project | G/L Account | Applicant | Funded Project/Initiative | Award |
|-------------|----------------|--------------------|-----------------------------|--|--------------|
| 426 | CP-084 | 530670 | The Haven at First & Market | Day Shelter Program | \$77,000.00 |
| 426 | CP-084 | 530670 | The Haven at First & Market | Homeless Information Line at The Haven | \$35,000.00 |
| 426 | CP-084 | 530670 | The Haven at First & Market | Vital Housing Services | \$112,000.00 |

BE IT FURTHER RESOLVED that all funding awards within this Resolution shall be provided as grants to the entities listed under the “Applicant” column above to be used solely for the purposes outlined in their respective Grant Applications, and any subsequent Grant Agreement. The City Manager is authorized to negotiate and execute Funding Grant Agreements with each recipient to ensure proper utilization of funds.

Date Adopted: _____

Certified: _____
Clerk of Council

Policy Briefing Summary

City Council



| | |
|---------------------------------|--|
| Regarding: | Resolution Endorsing West Main and Ridge SMARTSCALE Application |
| Staff Contact(s): | Zoe Macomber, Transit Planner, Brennen Duncan, City Engineer |
| Presenter: | Brennen Duncan, City Engineer |
| Date of Proposed Action: | June 15, 2026 |

Issue

City Council approval is requested to submit an Application for Round 7 [\[ZM1\]](#) of SMARTSCALE infrastructure funds.

Background / Rule

The Virginia Department of Transportation's ("VDOT") Strategically Targeted and Affordable Roadway Solutions ("STARS") Program was established to develop comprehensive innovative transportation solutions designed to relieve congestion bottlenecks and solve critical safety challenges. The planning process involves planners, traffic engineers, safety engineers, roadway designers, and local stakeholders in a data-driven approach. Recommendations derived from STARS studies represent solutions that can be programmed into the Commonwealth Six-Year Improvement Program ("SYIP") to receive funding for implementation.

Desired project locations are selected through a combination of state and local priorities. The West Main/Ridge Street intersection was selected due to priority needs including:

- VDOT Culpepper District recommended location as identified in the Statewide Transportation Plan, VTrans, including Construction District Priority 1 and 2 needs.
- VDOT's STARS Study Corridor Identification Dashboard identification of:
 - 2019-2024 crash propensity
 - Potential Safety Improvements (PSI) segment along the W Main St approach
- Traffic volumes and congestion
- Bike and pedestrian network connectivity

The Study's intent was to support the VDOT Culpepper District with analysis of operations at the intersection of Ridge Street and West Main Street (BUS US-250)/West Water Street in the City. West Main Street (BUS US-250) is identified as a Potential for Safety Improvement ("PSI") segment and was previously a SMARTSCALE project that was subsequently cancelled due to funding constraints. The objectives of this Study were to address several Virginia Transportation Plan ("VTrans") needs, such as bicycle, pedestrian, and transit/transportation demand management ("TDM") access needs, congestion mitigation, and improved safety at the Ridge Street and West Main Street (BUS US-250)/West Water Street intersection. Twenty-two percent (22%) of the reported crashes during the period 2019-2024 at this location involved pedestrians. The purpose of this Study was to evaluate operational, multi-modal, and safety conditions and to develop improvement alternatives that will address these issues and the regional transportation needs. The advanced alternative recommended by the Study was developed with identification of accessibility, congestion, and safety improvements along the corridor for all transportation users.

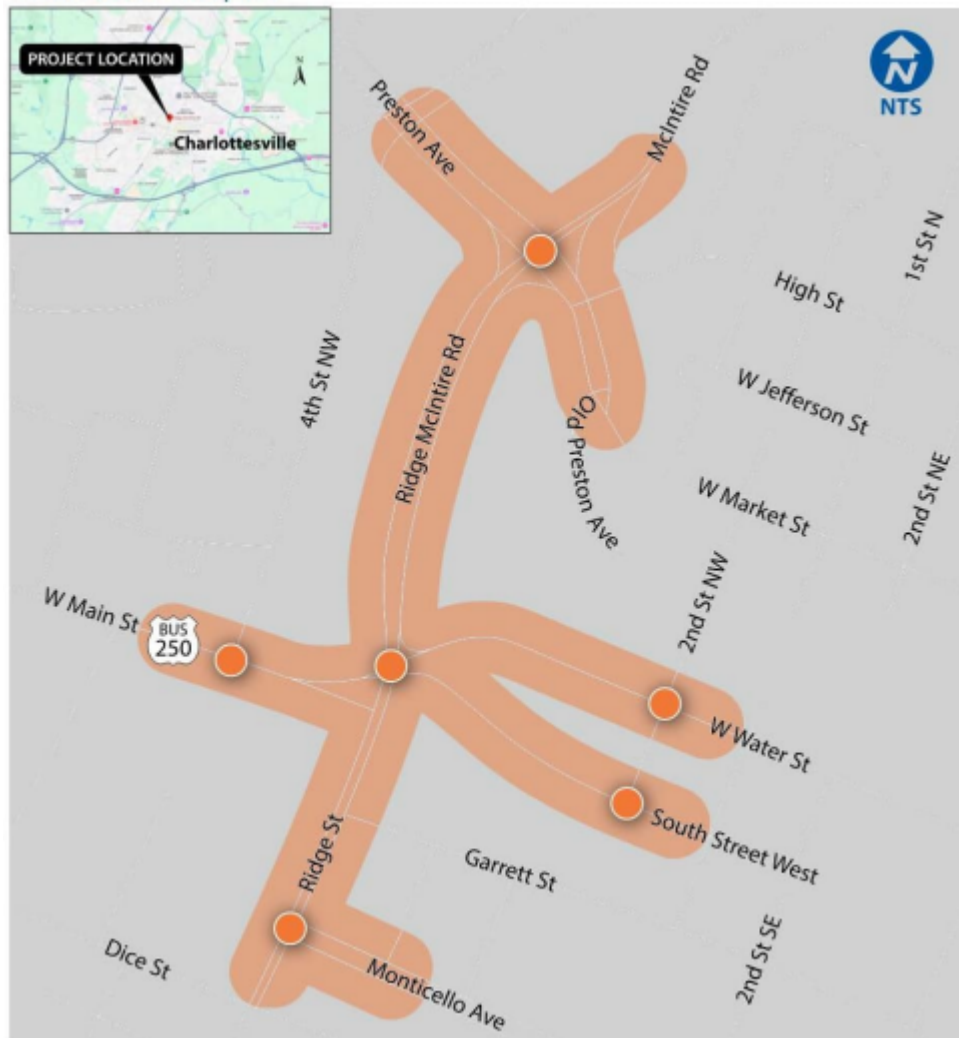
In 2025, VDOT began work on this STARS Study at the intersection of West Main Street and Ridge Street. This project was aimed at moving the existing statue plinth to a safer location for vehicle, bike, and pedestrian movements through the intersection, improving safety and access for all users. VDOT held public engagement on its recommended design concept in January 2026. Additional project background and preliminary alternatives were presented to City Council in March 2026, and a review of public engagement throughout the design process is included in Memo attachments.

In 2014, the Virginia General Assembly enacted legislation to create new criteria for the allocation of transportation funding. SMARTSCALE funding is available to localities through two (2)-year application cycles. Approved projects are programmed in the SYIP, and funding is allocated to localities six (6) years later. Eligible projects address: (1) need on Corridors of Statewide Significance; (2) capacity need on regional networks; (3) improvements to support Urban Development Areas; and/or (4) improvements to address a VTrans specified safety need. The SMARTSCALE Program is administered by the Office of Intermodal Planning and Investment ("OIPI"). OIPI partners with VDOT and the Virginia Department of Rail and Public Transportation ("DRPT") throughout the Application process. OIPI, VDOT, and DRPT review project Applications for eligibility screening, readiness screening, and project scoring. Once projects are scored by Staff, the Commonwealth Transportation Board makes the final determination for project programming.

Submitting the proposed alternative for the West Main/Ridge Intersection as the City's 2026 SMARTSCALE Application, due in August, will put the Project in consideration for state funding and inclusion in the Commonwealth's Six (6)-Year Improvement Program. A Resolution of Support from City Council is required to finalize the Project Application.

Analysis

The Study Area is centered on the intersection of Ridge Street, West Main Street (BUS US-250E), and West Water Street in Charlottesville, Virginia. This key intersection accommodates a diverse mix of local and regional traffic, including pedestrians, bicyclists, and transit users. West Main Street (BUS US-250E) serves as a vital east-west corridor, linking the University of Virginia with downtown Charlottesville. Ridge Street/Ridge McIntire Road functions as a crucial north-south route, connecting residential neighborhoods with commercial hubs, while West Water Street and South Street West carrying lower traffic volumes, play an essential role in facilitating local access and business activity.



The Study Area includes the following intersections:

- Ridge Street at West Main Street/West Water Street (Signalized)
- West Main Street (BUS US -250E) at 4th Street NW (Signalized)
- Ridge Street at Monticello Avenue (Signalized)
- Ridge McIntire Road (BUS US-250E) at Preston Avenue (Signalized)
- South Street West at 2nd Street NW (Unsignalized)
- West Water Street at 2nd Street NW (Unsignalized)
- Ridge Street/5th Street SW at Cherry Avenue/ Elliot Avenue (Signalized)

After collecting existing conditions with the Study Work Group, consultant support, and Public Input Survey #1, Study consultants worked with VDOT and City Staff to develop three (3) alternatives for review. The three (3) preliminary alternatives presented at the first Community Input Meeting on August 14, 2025, are as follows:

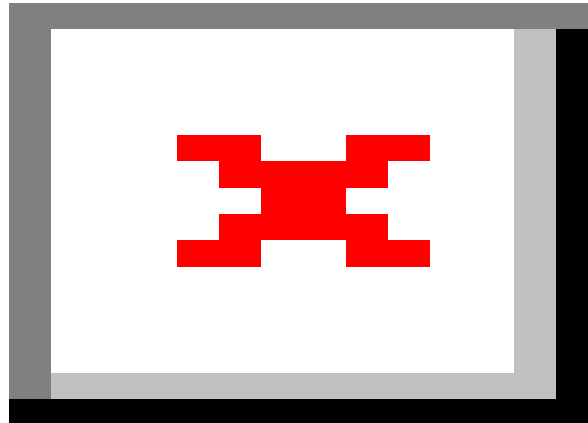
-Alternative 1: Converts West Water Street and South Street W to one (1)-way streets, shortens crossings, creates a pedestrian plaza, incorporates bike lanes, and adds street parking.

-Alternative 2: Converts West Water Street and South Street W to one (1)-way streets, creates a pedestrian plaza, includes a dedicated pedestrian and bike signal phase, and incorporates bike lanes, and adds street parking.

-Alternative 3: Replaces the intersection with a roundabout, converts West Water Street and South Street W to one (1)-way streets, incorporates bike lanes and shared use paths, and adds street parking.

Feedback from Public Survey #2 ranked Alternative 2 highest, with overall feedback focused on prioritizing safety for pedestrians and bicycles with the proposed sidewalks, shared use paths, and bike lanes. Survey respondents also emphasized proper signage and markings to ensure drivers can easily understand and adjust to the new configuration of one (1)-way streets.

The Preferred Alternative Concept was developed from Preliminary Alternative 2 and refined to better address operational performance and multimodal connectivity within the study area. In addition, the concept incorporates the continuation of the bikeway along W Water Street, enhancing connectivity and providing a more consistent and accessible facility for cyclists. These refinements reflect a balanced approach that responds to not only operational needs but also community priorities, project goals, and feasibility considerations.



In the second Community Input Meeting, on January 22, 2026, based on sentiment analysis of comments, the feedback was 49% positive, 37% negative, and 13.5% mixed/neutral (among 67 respondents). Key themes included pedestrian and bike safety, driver behavior, multimodal access, and environmental and aesthetic considerations. Many comments supported improved safety, reduced congestion, and better connectivity of the preferred design. The City and VDOT co-hosted an additional public focus group session on April 27, 2026, to better engage downtown residents and the local business community.

On April 27, 2026, a Charlottesville Downtown Engagement session was held to provide the final opportunity for public review of the recommended concept before the City moves to

funding application. Key themes were accommodation of delivery vehicles serving downtown businesses, questions about siting the bi-directional bikeway on the south side of Water St, and public & tourist wayfinding to the Pedestrian Mall if Water St is made one-way.

After technical review, the final concept preserves key aspects of the preferred alternative, including a bi-directional bikeway on the south side of one-way Water St, so that the project maintains competitive advantage in the SMART SCALE application scoring process. For example, shifting the bi-directional bikeway to the north side of Water St would require a larger curb return radius at the northeast quadrant to accommodate heavy vehicle turning movements. Expanding the radius would push the Ridge McIntire Road crosswalk farther upstream and away from the signalized intersection, increasing pedestrian crossing distance and reducing the overall effectiveness of the pedestrian crossing location.

The proposed design improves multi-modal safety, improves traffic flow (versus the 2050 No-Build scenario), and enhances accessibility and connectivity. In response to community comments raised, City members of the STARS working group will refer concerns and recommendations outside of scope for the STARS study and SMART SCALE funded project to the appropriate City departments.

Financial Impact

At this time, there is no financial impact to the City. The Application includes no local match and would be secured by federal and state funds. If the Project is selected, the City would be responsible for Project administration. Administration of the project would be handled by our Capital Projects Division funded through the operating budget for the Department of Public Works.

Recommendation

City Staff recommends that City Council approve the attached Resolution of Support for SMARTSCALE Application 2026, based on the STARS Study of the Ridge Street and West Main Street Intersection.

Recommended Motion (if Applicable)

"I make a Motion that City Council approve the attached Resolution of Support for SMARTSCALE Application 2026, based on the STARS Study of the Ridge Street and West Main Street Intersection."

Attachments

1. STARS-Ridge-St-W-Main-St-Intersection-Improvement Final Report
2. STARS Ridge St - Public Engagement Summary
3. STARS Ridge Street Exhibit
4. SMART SCALE CA-MPO R7 Resolution - Locality Projects
5. W Main_Ridge VDOT Update March 16, 2026
6. Resolution of Support for SMART SCALE 2026 (1)jvhedits



STARS RIDGE ST- W MAIN ST/ W WATER ST INTERSECTION STUDY

Final Report

April 20, 2026

Prepared by



Prepared for





Ridge St- W Main St/ W Water St Intersection Study

FINAL REPORT

April 20, 2026

Prepared for



Prepared by



WSP USA
1100 Boulders Pkwy, Boulders III
Richmond, VA 23225

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1. INTRODUCTION

1.1 Background

The Virginia Department of Transportation (VDOT) and Transportation Mobility and Planning Division (TMPD) and the City of Charlottesville identified the need to study safety and operational challenges at the Ridge Street/ Ridge McIntire Road and W Main Street (BUS US 250E)/ W Water Street/ South Street West (Ridge Street and W Main Street/W Water Street) intersection in Charlottesville, Virginia. This intersection is a Culpeper District recommended location based on the significant congestion and high pedestrian crashes. W Main Street (BUS US-250E) is identified as a PSI segment and was previously a SMART SCALE project that was subsequently cancelled due to funding constraints. VTrans need at the study intersection includes Congestion Mitigation, Transportation Demand Management (Non-Limited Access), intersection safety improvement, pedestrian and bicycle infrastructure improvements, pedestrian access, bicycle access, and transit access. South on the study intersection, Ridge Street is a two-lane undivided principal arterial, and Ridge McIntire Road is a four-lane divided principal arterial north of the intersection. W Main Street is a two-lane undivided principal arterial, while W Water Street is a two-lane undivided major collector. South Street West is a one-lane, one-way westbound minor collector. All approaches have a posted speed limit of 25 mph.

VDOT has initiated this Strategically Targeted Affordable Solutions (STARS) study to evaluate operational and safety conditions at the Ridge Street and W Main Street/ W Water Street intersection. This STAR study focuses on assessing measures to reduce congestion, and recommending possible spot improvements to address congestion, safety and access management issues. The year 2024 daily traffic volumes along the corridors approaching the study intersection are as follows:

- 10,900 vehicles per day (veh/day) on W Main Street (BUS US-250E)
- 20,800 vehicles per day (veh/day) on Ridge Street
- 21,400 vehicles per day (veh/day) on Ridge McIntire Road
- 7,900 vehicles per day (veh/day) on W Water Street
- 1,700 vehicles per day (veh/day) on South Street West

1.2 Purpose of Study

The primary goal of this study is to determine and assess measures to reduce congestion, recommend possible adjustments to signal phasing and/or spot improvements to alleviate congestion and address safety as well as access management issues. This study will include an Operational and Safety Analysis which will include analysis of existing and future congestion and safety issues along the corridor. In addition, the study will also be used as a guiding document for VDOT and the City of Charlottesville to determine deficiencies in the network under present and short-term conditions. Once preferred improvements are selected for the Build condition, a detailed line-item cost estimate will be developed using VDOT Cost Estimate Workbook (CEWB) to facilitate promotion to the VDOT Six-Year Improvement Plan (SYIP).

The **operational** issues intended to be addressed by this study include existing and future projected congestion at the study intersection. This congestion is due to the intersection being heavily utilized by passenger vehicles, transit, pedestrians and bicyclist. Reduction in intersection delays would mitigate congestion, improve mobility, and reduce travel time.

This study also intends to address existing and future **safety** concerns at the study intersection. During the recent five-year period (2019-2024), 171 crashes resulting in 88 property damage only, 11 visible injuries, 10 pedestrian and 5 bicycle related crashes were reported within the Study Area with no fatalities. The types of crashes frequently reported included angle and rear-end. These crash types are typically associated with reoccurring congestion. Reduction in congestion within the Study Area may have a corresponding safety benefit, in terms of reduction in number of crashes.

The Study Area serves a mix of office, commercial, retail and residential uses and provides key access to downtown Charlottesville. This study also intends to address **access** deficiencies within the limits of the study corridor by identifying and documenting driveway locations and their spacing, with the objective of recommending access management improvements in the context of *VDOT Access Management Standards for Entrances and Intersections*.

1.3 Study Work Group

A study work group (SWG) includes local stakeholders, who provide local and institutional knowledge of the Study Area, review study goals and methodologies, provide input on key assumptions, and review and approve proposed improvement concepts developed through the study process. The key members included in the SWG represent the following Agencies:

- VDOT Culpeper District Office and TMPD
- City of Charlottesville
- Thomas Jefferson Planning District Commission
- WSP Team

1.4 Study Area

The Study Area is centered on the intersection of Ridge Street, W Main Street (BUS US-250E), and W Water Street in Charlottesville, Virginia. This key intersection accommodates a diverse mix of local and regional traffic, including pedestrians, bicyclists, and transit users. W Main Street (BUS US-250E) serves as a vital east-west corridor, linking the University of Virginia with downtown Charlottesville. Ridge Street/Ridge McIntire Road functions as a crucial north-south route, connecting residential neighborhoods with commercial hubs, while W Water Street and South Street West carrying lower traffic volumes, play an essential role in facilitating local access and business activity. The Study Area for this project is shown in **Figure 1**. The Study Area includes the following intersections:

Intersections

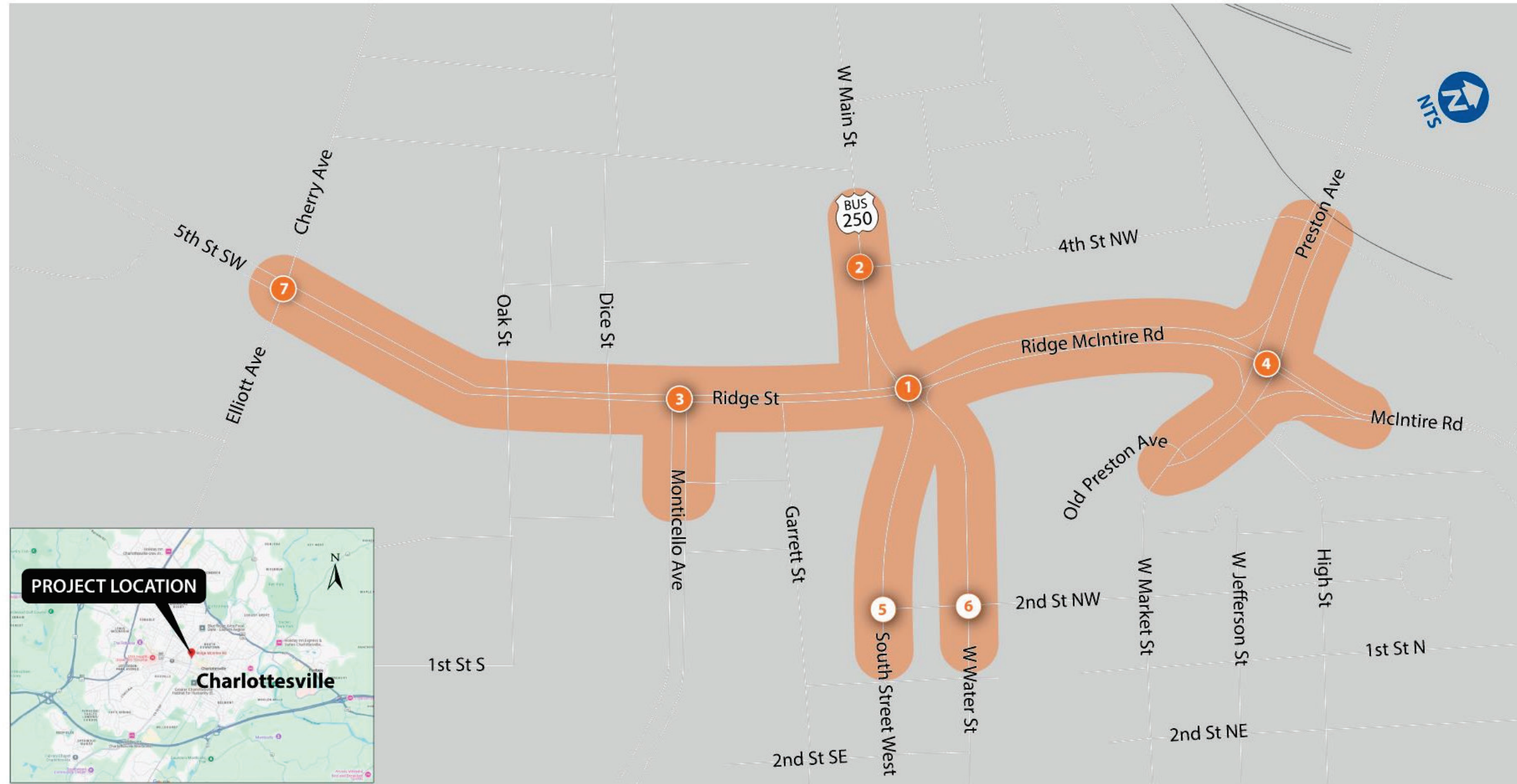
The following seven (7) intersections are included in the Study Area:

- Ridge Street at W Main Street/W Water Street (Signalized)
 - W Main Street (BUS US -250E) at 4th Street NW (Signalized)
 - Ridge Street at Monticello Avenue (Signalized)
 - Ridge McIntire Road (BUS US-250E) at Preston Avenue (Signalized)
 - South Street West at 2nd Street NW (Unsignalized)*
 - W Water Street at 2nd Street NW (Unsignalized)*
 - Ridge Street/5th Street SW at Cherry Avenue/ Elliot Avenue (Signalized)*
- *Intersections to be included for modeling purpose only, no MOEs will be reported.

Figure 1: Study Area

RIDGE ST/ BUS 250 (W MAIN ST) - W WATER ST INTERSECTION STUDY

Charlottesville, VA



LEGEND
● Signalized Intersection
○ Unsignalized Intersection

2 DATA COLLECTION AND INVENTORY

A field review of the Study Area was conducted on Friday, March 7, 2025, to verify existing conditions, traffic control devices and to observe driver behavior. In addition to the field review, existing traffic volume data was collected from a combination of turning movement counts and vehicle classification tube counts. Crash data was provided by VDOT Power Bi while existing traffic signal timing plans were provided by the City of Charlottesville.

The following subsections summarize collected data and field review observations.

2.1 Literature Review

Below is a list of existing approved projects to be implemented and constructed prior to the 2045 No-Build conditions:

- 6th Street Redevelopment
 - Redevelopment with two mixed use office, parking and residential (47 units)
- Westhaven Redevelopment
- South First Street – Phase 2
 - Redevelopment with mixed use office and residential (113 units)
- Rugby Ave Shared Use Path Project
- Monticello Ave/ 2nd Street Pedestrian Improvements
- Pedestrian Improvements at Preston Ave/ Harris St

Below is a list of additional studies provided by the City of Charlottesville and VDOT recently completed within the area:

- 5th – Ridge – McIntire Multimodal Corridor Study
- TJPDC’s Move Safely Blue Ridge Safety Plan
- 10th and Page Development Study

2.2 Field Review Observations

Field observations were conducted at the project Study Area on Friday, March 7, 2025, to assess traffic operations, roadway geometrics, safety, queuing, vehicle-pedestrians and vehicle-vehicle interaction conflicts, transit stops, parking, human factors and existing signage and pavement markings within the field. A memorandum was prepared to summarize observations that could potentially lead to improved safety conditions for road users. The field review memorandum has been provided in **Appendix B-1**.

2.3 Phase 1 Public Engagement

An origin-destination assessment of the area using StreetLight Data was conducted to determine where best to send a public survey. Once the area was determined, the Phase 1 public engagement went live on March 24, 2025, and lasted for two weeks closing on April 7, 2025. The purpose of Phase 1 public engagement was to gather public input about the existing conditions along the corridor, and to get their initial feedback on areas of concerns (congestion, safety, multi-modal facilities). VDOT provided the results of this initial public survey are provided in **Appendix B-2**.

¹VDEQ (Virginia Department of Environmental Quality) ACS (American Community Survey). 2018. VA EJSscreen+ Mapping Application. Updated September 2024. Accessed March 11, 2025. [VA EJSscreen+](#)

2.4 Environmental Justice Analysis

The Ridge Street/W Main Street (BUS US 250E)/West Water Street Study Area is located in downtown Charlottesville, Virginia and encompasses portions of Ridge Street/Ridge McIntire Road and the connecting intersections with Monticello Avenue, W Main Street (BUS US 250E), South Street West, West Water Street, and Preston Avenue. The Study Area is a main thoroughfare for the City of Charlottesville and consists primarily of commercial development and associated infrastructure. Based on the United States Census Bureau American Community Survey (ACS) Block Group Data and the Virginia Department of Environmental Quality’s (DEQ) Virginia EJSscreen+ mapping tool¹, a total of three (3) individual Census Block Groups are located within the Study Area.

According to the City of Charlottesville’s Open Data Portal², the total population within the three census block groups equals approximately 3,503, averaging 42.5 percent as a minority population, and 46.27 percent as a low-income community.

2.4.1 Minority Populations

Based on Virginia EJSscreen+, **Table 1** below outlines minority population percentages for the three individual Census Block Groups within the Study Area. Minority population percentages range from less than 37.8 percent to 52.04 percent.

Table 1: Percent Minority Population per Block Group

| Census Block Group | Total Population | Percent Minority Population |
|--------------------|----------------------|-----------------------------|
| 51540004011 | 1,612 | 52.04% |
| 515400010001 | 898 | <37.8% |
| 515400010002 | 993 | <37.8% |
| | 3,503 (Total) | 42.5% (Average) |

According to the Virginia Environmental Justice Act, Section 2.2-234, a community of color (i.e. minority population) consists of any geographically distinct area where the population of color, expressed as a percentage of the total population of such area, is higher than the population or color in the Commonwealth expressed as a percentage of the total population of the Commonwealth (37.8%, 2014-2018 ACS). The percent minority population within the project impact area does not exceed that of the Commonwealth.

2.4.2 Low Income Communities

Based on Virginia EJSscreen+, **Table 2** below outlines the percentage of low-income communities for individual Census Block Groups within the Study Area. A community is categorized as low-income if 30 percent or more of the population is below 80 percent of the local Area Median Income (AMI) and under two times the United States Department of Health and Human Services designated Federal Poverty Level (FPL). The percentages of low-income communities within the Study Area range from less than 30 percent to 57.05 percent of the population.

² City of Charlottesville Open Data Portal. US Census Block Group Area 2010. Updated February 19, 2025. Accessed March 11, 2025. [US Census Block Group Area 2010 | City of Charlottesville](#)

Table 2: Percent Low Income per Block Group

| Census Block Group | Percent of Low-Income Communities |
|--------------------|-----------------------------------|
| 515400004011 | 57.05% |
| 515400010001 | 51.76% |
| 515400010002 | <30% |
| Average | 46.27% |

Table 3 below shows average household income data from the 2023 ACS 5-Year Estimate for individual Census Tracts within the Study Area. Median household income ranges from \$63,125³ to \$99,688⁴, which exceed the 2025 Health and Human Service Guidelines. These guidelines state that a family of four is considered at the poverty level if the median household income is \$32,150 or below.

Table 3: Median Household Income per Census Tract

| Census Block Group | Census Tract | Percent of Low-Income Communities |
|--------------------|--------------|-----------------------------------|
| 515400004011 | 4.01 | \$63,125 |
| 515400010001 | 10 | \$99,688 |
| 515400010002 | | |
| Average | | \$81,406.50 |

While median household incomes within the Study Area are above the federal poverty level, individual households may earn less than the reported average. Overall, low-income communities are not documented within the Study Area.

2.4.3 Analysis Summary

Minority populations are present within Census Block Group 515400004011, located within the southern portion of the Study Area, near the intersection of Ridge Street and Monticello Avenue. Future transportation improvements in this area and the surrounding area should consider potential impacts to minority populations, including major traffic disruptions, community, or emergency services disruptions, or more than minor amounts of temporary or permanent right-of-way acquisition. The majority of the Study Area is not directly situated within residential areas, or commercial areas potentially owned by minority populations, and improvements in these areas would likely not result in disproportionate burden on minority populations. However, in accordance with IIM-ED- 714.1⁵, future improvements requiring residential or commercial displacements, or relocations associated with the improvements could result in a Disproportionately High and Adverse Effect (DHAE) to minority populations.

Low-income communities are present within Block Groups 515400004011 and 515400010001, which encompass the majority of the Study Area. Projects requiring major traffic disruptions, community, or emergency services disruptions, or more than minor amounts of temporary or permanent right-of-way acquisition could result in impacts to low-

income communities, however, based on the commercial-nature and median household income in the Study Area, future improvements would likely not result in a DHAE or disproportionate burden on low-income communities unless residential or commercial displacements were required.

Impacts to both minority populations and low-income communities can often be minimized or mitigated through early public outreach, careful consideration of multiple alternatives, evaluation of the impacts associated with each alternative, and transparent communication with landowners in the Study Area. The full analysis report is in **Appendix B-3**.

2.5 Traffic Volume Data

2.5.1 2024 Existing Traffic Volumes

Existing traffic volume data within the Study Area was collected on Tuesday, November 19, 2024 - Wednesday, November 20, 2024.

- 8-hour turning movement classification counts were collected from 6:00 AM – 10:00 AM and 3:00 PM – 7:00 PM at the following intersections:
 - Ridge St at W Main St/W Water St (Signalized)
 - W Main Street (BUS US -250E) at 4th Street NW (Signalized)
 - Ridge Street at Monticello Avenue (Signalized)
 - Ridge McIntire Street (BUS US-250E) at Preston Avenue (Signalized)
 - South Street West at 2nd Street SW (Unsignalized)
 - W Water Street at 2nd Street SW (Unsignalized)

- 48-Hour classification tube counts were collected at the following locations:
 - Ridge Street between Monticello Avenue and W Main Street
 - W Main St between 4th St SW and Ridge St
 - W Water St between 2nd St SW and Ridge St
 - South Street West between 2nd St SW and Ridge St (One Way)

Note: The Ridge St at Cherry Ave/ Elliot Ave traffic data was collected (in May 2024) during a previous study and was balanced with the traffic volumes collected in November 2024.

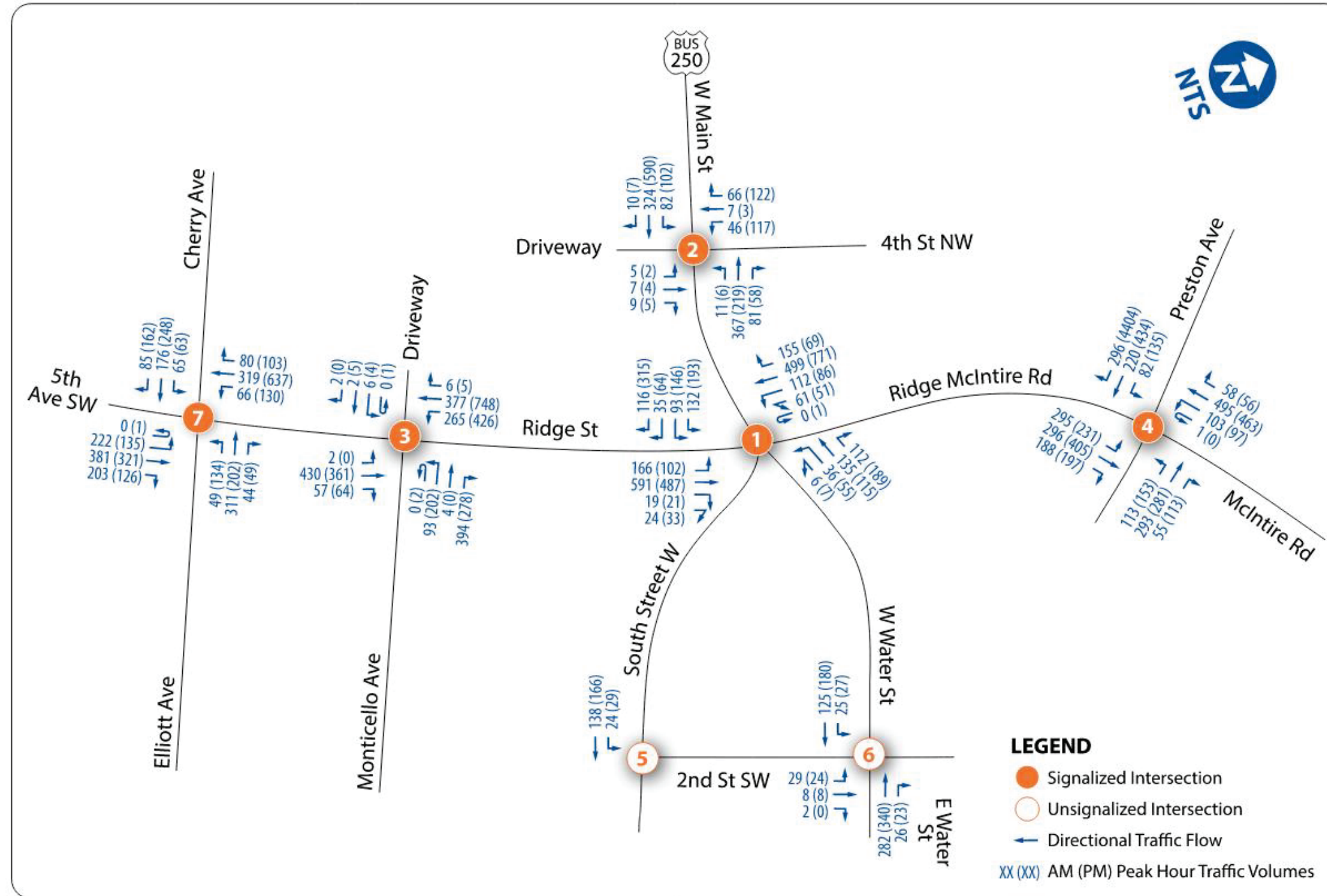
The field counts are enclosed with this report in **Appendix A-1** through **Appendix A-2**. Using the available TMC and tube count data, the traffic volumes were balanced, where appropriate, throughout the Study Area in preparation of the existing conditions operational analyses. Peak hour intersection volumes were adjusted to balance between consecutive intersections where no access points were located. However, volume imbalances were maintained between consecutive intersections where several access points were located. The existing (2024) balanced peak hour volumes are summarized in **Figure 2**.

³ United States Census Bureau. ACS (American Community Survey) 5-year estimates. 2023. Census Tract 4.01; Charlottesville city; Virginia. Updated 2023. Accessed March 13, 2025. [United States - Census Bureau Profile](#)

⁴ United States Census Bureau. ACS (American Community Survey) 5-year estimates. 2023. Census Tract 10; Charlottesville city; Virginia. Updated 2023. Accessed March 13, 2025. [United States - Census Bureau Profile](#)

⁵ DEQ Virginia EIScreen+ reviewed in place of USEPA EIScreen in response to [Executive Order 14151](#), "Ending Radical and Wasteful Government DEI Programs and Preferencing."

Figure 2: Existing (2024) Balanced Peak Hour Traffic Volumes



VDOT STARS
 Virginia Department of Transportation
RIDGE ST/ BUS 250 (W MAIN ST) - W WATER ST
INTERSECTION STUDY
 Charlottesville, VA

EXISTING PEAK AM (PM) HOUR VOLUMES

2.5.2 Heavy Vehicle Percentage

Heavy vehicle percentages were calculated for each movement at all study intersections during the overall Study Area AM and PM peak hours. The AM and PM peak hour heavy vehicle percentages for each intersection movement can be found in the traffic turning movement data found in **Appendix A-1**.

2.5.3 Seasonal Adjustment Factor

Due to the characteristics of the road and the amenities in the area, seasonal adjustment factors were not required for this study given the time of year the traffic volumes were collected.

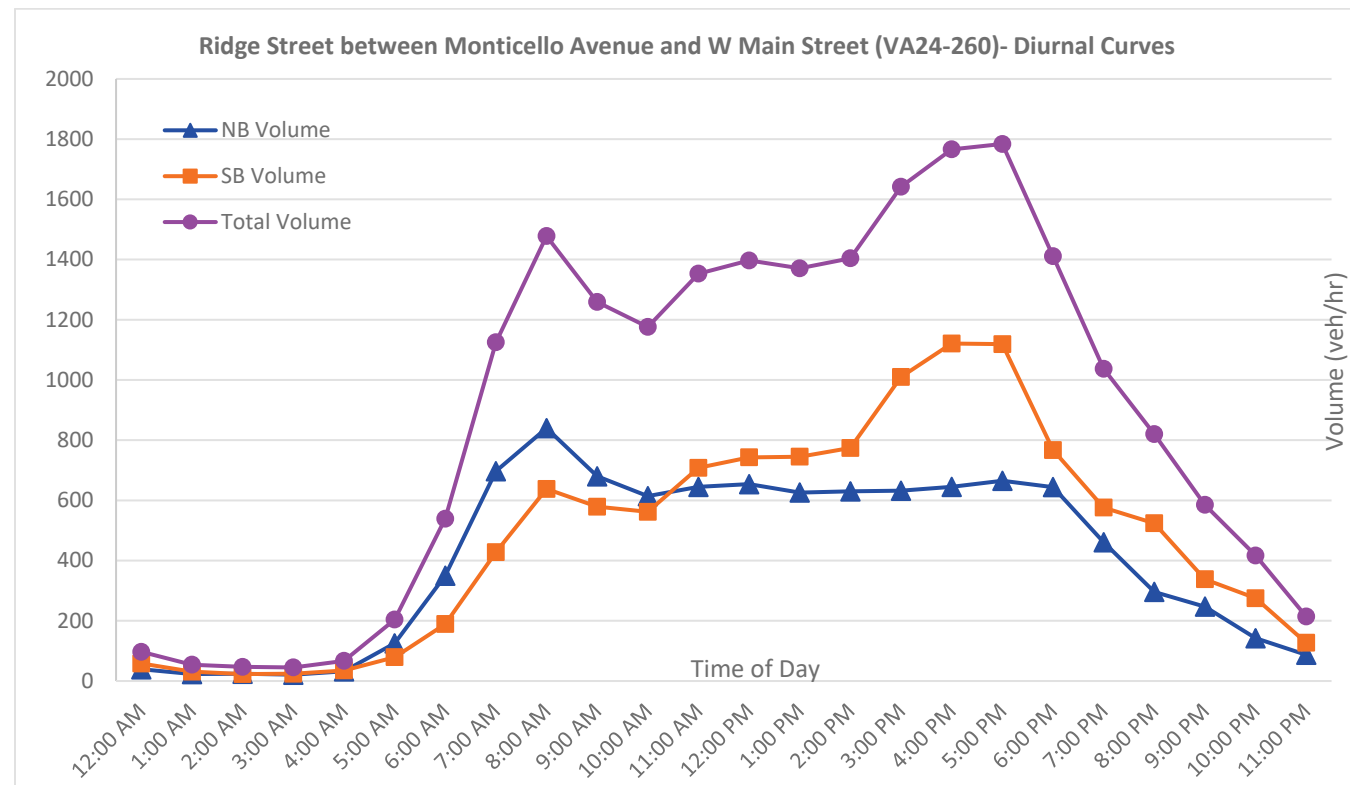
2.5.4 Peak Hour Determination

The overall AM and PM peak hours of the Study Area were determined by first reviewing whole Study Area and individual intersection peak hours. The Study Area and individual intersection peak hour volumes were compared to determine a common peak hour that best represents existing traffic conditions in the Study Area. 48-hour Average Daily Traffic (ADT) data was collected for four (4) segments over two days. All segments were collected between November 19, 2024, through November 20, 2024. The following subsections discuss the results of these efforts.

2.5.4.1 Ridge Street between Monticello Avenue and W Main Street

Bi-directional diurnal curves for 24-hour traffic volumes were developed for Ridge Street using the ADT data collected. **Figure 3** below shows the hourly variation of traffic volumes for Ridge Street between Monticello Avenue and W Main Street. It can be observed from **Figure 3** that the morning peak hour for Ridge Street between Monticello Avenue and W Main Street appears to be between 8:00 AM – 9:00 AM, and the evening peak hour appears to be between 5:00 PM – 6:00 PM.

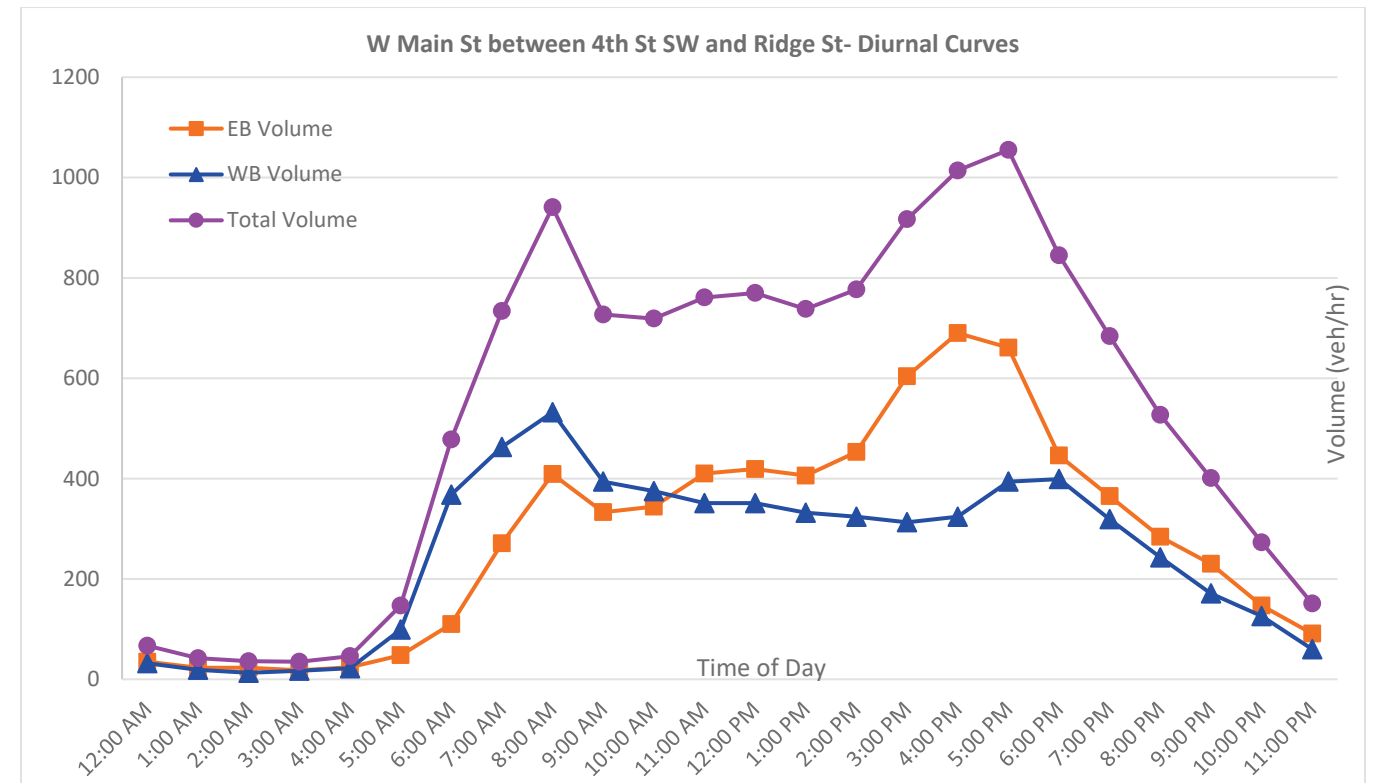
Figure 3. Diurnal Curves – Ridge Street between Monticello Avenue and W Main Street



2.5.4.2 W Main St between 4th St SW and Ridge St

Figure 4 shows the hourly variation of traffic volumes for the W Main St between 4th St SW and Ridge St. The traffic volume variation shown in **Figure 4** suggests that the morning peak hour is between 8:00 AM – 9:00 AM, while the evening peak hour is between 5:00 PM – 6:00 PM.

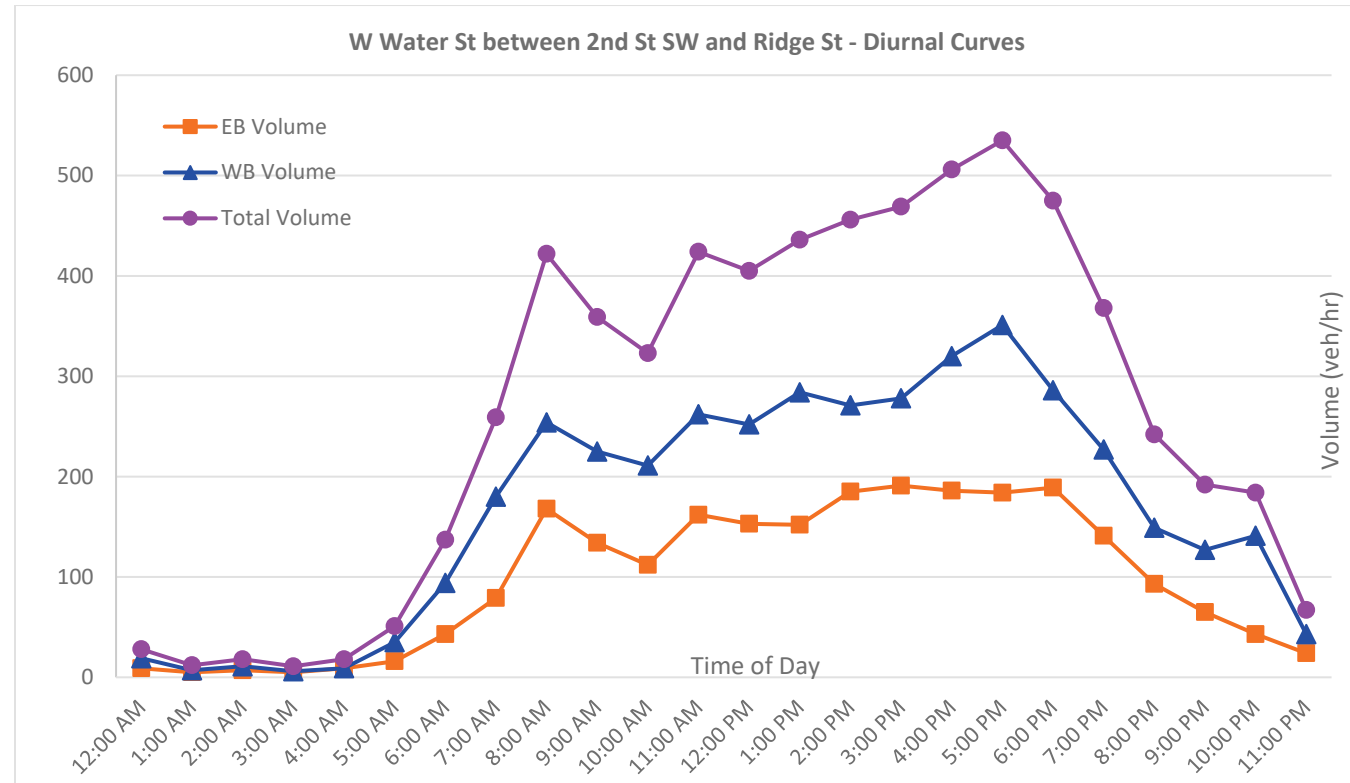
Figure 4. Diurnal Curves – W Main St between 4th St SW and Ridge St



2.5.4.3 W Water St between 2nd St SW and Ridge St

Figure 5 shows the diurnal curves for hourly traffic volume variation along W Water St between 2nd St SW and Ridge St. The morning peak hour as observed in Figure 5 is between 8:00 AM – 9:00 AM, while the evening peak hour is between 5:00 PM – 6:00 PM.

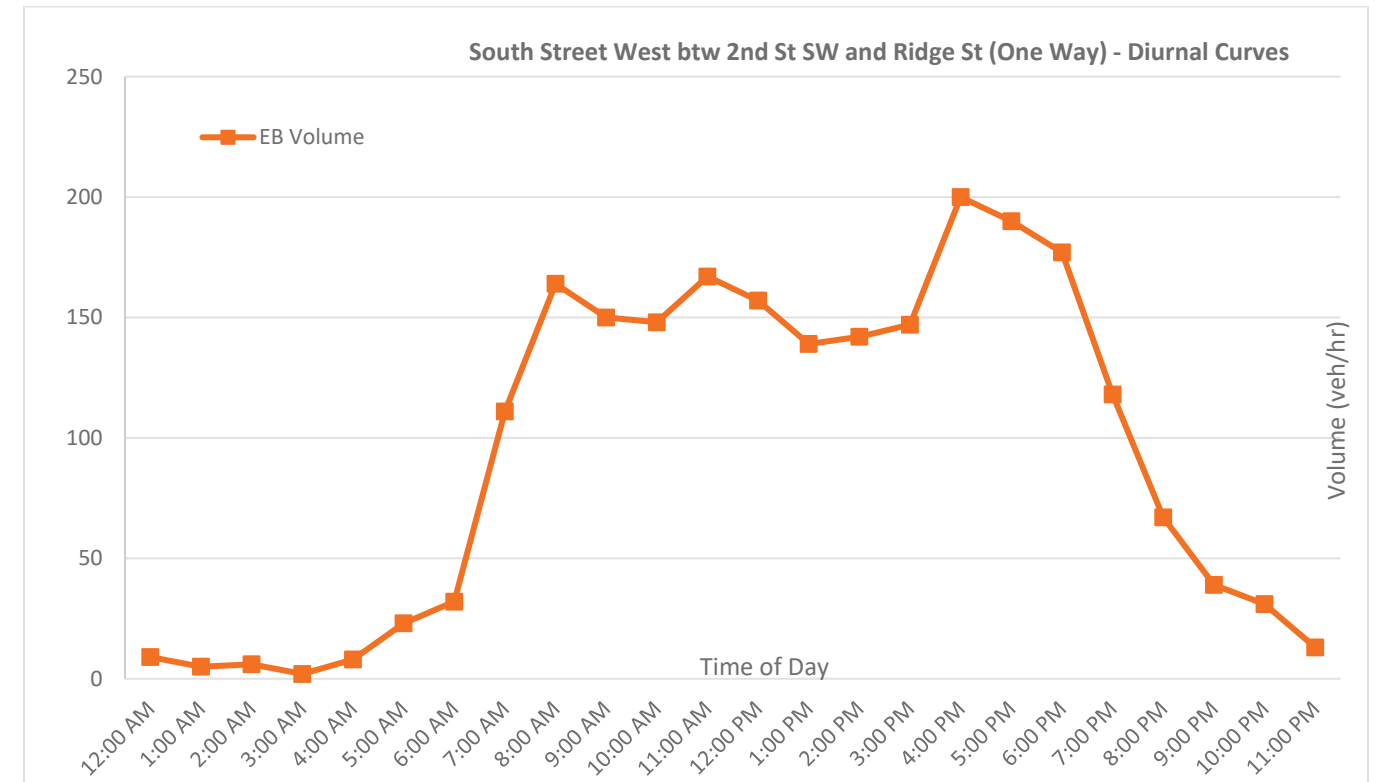
Figure 5. Diurnal Curves – W Water St between 2nd St SW and Ridge St



2.5.4.4 South Street West between 2nd St SW and Ridge St

South Street West is a one-way headed eastbound, therefore only one direction was analyzed for this segment. Figure 6 shows the hourly variation of traffic volumes for South Street West between 2nd St SW and Ridge St. Figure 6 illustrates that the morning peak hour is between 8:00 AM – 9:00 AM, and the evening peak hour is between 4:00 PM – 5:00 PM.

Figure 6. Diurnal Curves – South Street West between 2nd St SW and Ridge St



Next, individual intersection TMC data were reviewed to determine one common peak hour representing the highest hourly volumes. It was determined that the common peak hour of 8:00 AM – 9:00 AM best represents the volumes observed during the morning peak hour within the Study Area. This peak hour captures 99.5% of the volumes observed during the individual intersection peak hours as shown in Table 4.

Similarly, the common peak hour of 4:30 PM – 5:30 PM best represents the volumes observed during the evening peak hour within the Study Area. This peak hour captures 99.9% of the volumes observed during the individual intersection peak hours as shown in Table 5.

2.5.4.5 Recommendations

Based on the peak hour volume analysis for the Study Area, the following uniform peak hours are recommended for this study:

- AM Peak – 8:00 AM – 9:00 AM
- PM Peak – 4:30 PM – 5:30 PM

Table 4: Comparison of Intersection AM Peak Hour Volumes

| INTERSECTION | COUNT DATE | AM PEAK | | | | | |
|--|------------|--------------------|---|--|---------------------------|--|---------------------------|
| | | A | B | C | D | E | F |
| | | OBSERVED PEAK HOUR | ENTERING VOLUME FOR OBSERVED PEAK HOUR (COLUMN A) | ENTERING VOLUME FROM 8:00 AM - 9:00 AM | % of COLUMN C TO COLUMN B | ENTERING VOLUME FROM 7:45 AM - 8:45 AM | % of COLUMN E TO COLUMN B |
| Ridge Street - W Main Street (BUS US -250E) - Water Street | 11/19/2024 | 7:45 AM to 8:45 AM | 2299 | 2294 | 99.8% | 2299 | 99.2% |
| W Main Street (BUS US -250E) at 4th Street NW | | 8:15 AM to 9:15 AM | 1038 | 1015 | 97.8% | 1002 | 100.0% |
| Ridge Street at Monticello Avenue | | 7:45 AM to 8:45 AM | 1644 | 1638 | 99.6% | 1644 | 97.0% |
| Ridge McIntire Street (BUS US-250E) at Preston Avenue | | 8:15 AM to 9:15 AM | 2476 | 2475 | 100.0% | 2476 | 100.0% |
| South Street West at 2nd Street SW | | 8:15 AM to 9:15 AM | 179 | 173 | 96.6% | 171 | 100.0% |
| W Water Street at 2nd Street SW | | 8:00 AM to 9:00 AM | 500 | 500 | 100.0% | 459 | 99.8% |
| 5th St-Ridge St at Cherry Ave-Elliott Ave | 05/07/2024 | 7:30 AM to 8:30 AM | 2035 | 2001 | 98.3% | 2017 | 99.1% |
| VOLUME WEIGHTED % OF INTERSECTION VOLUMES | | | 10,171 | 10,096 | 99.3% | 10,068 | 99.0% |

Table 5: Comparison of Intersection PM Peak Hour Volumes

| INTERSECTION | COUNT DATE | PM PEAK | | | | | |
|--|------------|--------------------|---|--|---------------------------|--|---------------------------|
| | | A | B | C | D | E | F |
| | | OBSERVED PEAK HOUR | ENTERING VOLUME FOR OBSERVED PEAK HOUR (COLUMN A) | ENTERING VOLUME FROM 4:30 PM - 5:30 PM | % of COLUMN C TO COLUMN B | ENTERING VOLUME FROM 5:00 PM - 6:00 PM | % of COLUMN E TO COLUMN B |
| Ridge Street - W Main Street (BUS US -250E) - Water Street | 11/19/2024 | 3:30 PM to 4:30 PM | 2705 | 2705 | 100.0% | 2603 | 96.2% |
| W Main Street (BUS US -250E) at 4th Street NW | | 3:30 PM to 4:30 PM | 1235 | 1235 | 100.0% | 1176 | 95.2% |
| Ridge Street at Monticello Avenue | | 4:15 PM to 5:15 PM | 2106 | 2096 | 99.5% | 2106 | 100.0% |
| Ridge McIntire Street (BUS US-250E) at Preston Avenue | | 4:15 PM to 5:15 PM | 2970 | 2970 | 100.0% | 2813 | 94.7% |
| South Street West at 2nd Street NW | | 4:15 PM to 5:15 PM | 203 | 203 | 100.0% | 186 | 91.6% |
| W Water Street at 2nd Street NW | | 4:45 PM to 5:45 PM | 606 | 606 | 100.0% | 595 | 98.2% |
| 5th St-Ridge St at Cherry Ave-Elliott Ave | 05/07/2024 | 4:15 PM to 5:15 PM | 2318 | 2311 | 99.7% | 2260 | 97.5% |
| VOLUME WEIGHTED % OF INTERSECTION VOLUMES | | | 12,143 | 12,126 | 99.9% | 9,479 | 96.7% |

3 EXISTING ROADWAY GEOMETRIC CHARACTERISTICS AND TRANSIT

3.1 Existing Roadway Geometry

The existing roadway geometry, signal and stop control, transit facilities, pedestrian and bicycle facilities, parking, pavement markings and signing, lane restrictions, and lane configuration were observed and documented as part of the Field Review conducted on Friday, March 7, 2025. The existing lane configuration, control type, bus stop locations and bicycle amenities can be found on **Figure 7**.

3.2 Access Management Spacing

3.2.1 Access Management Metrics

The existing intersection and entrance spacing in the Study Area was evaluated using the VDOT access management regulations in Appendix F of the *VDOT Road Design Manual*. Within the Study Area, Ridge Street and W Main Street have posted speed limits of 25 mph and are classified as the Principal Arterial. South Street West, W Water Street and 2nd Street SE have posted speed limits of 25 mph and are classified as Collector. VDOT access management regulations applicable to principal arterials and collector with ≤ 30 mph speed limit are listed below as shown in **Table 6**.

Principal Arterial

- Minimum spacing between a signalized intersection and another signalized intersection – 1,050 feet
- Minimum spacing between an unsignalized intersection or a full median crossover and a signalized intersection, an unsignalized intersection or a full median crossover – 880 feet
- Minimum spacing between a full access entrance or directional median and any intersection, full access entrance, or median crossover – 440 feet
- Minimum spacing between a partial access one – or two-way entrance and any type of entrance, intersection, or median crossover – 250 feet

Collector

- Minimum spacing between a signalized intersection and another signalized intersection – 660 feet
- Minimum spacing between an unsignalized intersection or a full median crossover and a signalized intersection, an unsignalized intersection or a full median crossover – 440 feet
- Minimum spacing between a full access entrance or directional median and any intersection, full access entrance, or median crossover – 225 feet
- Minimum spacing between a partial access one – or two-way entrance and any type of entrance, intersection, or median crossover – 200 feet

Table 6: Minimum Spacing Standards for Commercial Entrances, Intersections, and Median Crossovers

| Highway Functional Classification | Minimum Centerline to Centerline Spacing (Feet) | | | | |
|-----------------------------------|---|--|--|--|--|
| | Legal Speed Limit (mph) | Spacing between Signalized Intersections | Spacing between Unsignalized Intersections and Full/Directional Median Crossovers and Other Intersections or Median Crossovers | Spacing between Full Access Entrances and Other Full Access Entrances, Intersections, or Median Crossovers | Spacing between Partial Access Entrances (one or two-way) and Other Entrances, Intersections, or Median Crossovers |
| Principal Arterial | ≤ 30 | 1050 | 880 | 440 | 250 |
| Collector | < 30 | 660 | 440 | 225 | 200 |

Source: VDOT Roadway Design Manual, Appendix F (Table 2-2)

3.2.2 Access Management Results

The Study Area is located in an urban area where access points are densely distributed due to the high concentration of commercial and residential properties. As a result, most access points do not meet the minimum spacing guidelines established by VDOT. A total of 19 access points were analyzed along the following segments:

- Ridge Street between Preston Avenue and Monticello Avenue
- W Main Street (BUS US250E) between Ridge Street and 4th Street NW
- South Street West between Ridge Street and 2nd Street SW
- W Water Street between Ridge Street and 2nd Street SW
- 2nd Street SW between South Street W and W Water Street

Among them, only one access point on Ridge Street fully complies with the spacing standard. The vast majority, 18 out of 19 access points, are non-compliant, highlighting the challenges of access management in urban settings. Additionally, some access points, totaling 9, are compliant in only one direction, indicating that while they partially meet spacing requirements, they still pose potential safety and operational concerns in the opposite direction. These access points are shown graphically in **Appendix B-4** and identified as AP1 through AP19. The spacing of these points was analyzed to assess their compliance with the VDOT minimum spacing standards shown in **Table 6**. **Table 7** identifies the access points that do not have a minimum spacing standard; as well as those that are compliant with the spacing standard.

Table 7: Access Points Analysis for Study Area

| Roadway | Number of Access Points | Per VDOT Spacing Guidelines | | |
|---------------------------|-------------------------|-----------------------------|---------------|----------------------------|
| | | Compliant | Non-Compliant | Compliant in One Direction |
| Ridge Street | 11 | 1 | 10 | 7 |
| W Main Street (BUS-250E) | 1 | 0 | 1 | 0 |
| South Street West | 4 | 0 | 4 | 1 |
| W Water Street | 2 | 0 | 2 | 1 |
| 2 nd Street SW | 1 | 0 | 1 | 0 |

Note: Refer to **Appendix B-4** for graphical presentation of access points.

Analysis of existing access points and their spacing reveals that the minimum spacing standards are not met for 18 out of 19 access points within vicinity of the study intersection, including full and partial access driveways, entrances, and intersections. The area is characterized by a dense urban environment with significant commercial and residential development, leading to closely spaced access points. The high concentration of access points increases the potential for vehicle conflict and reduces traffic flow efficiency. Implementing access management strategies, such as consolidating driveways or improving intersection control, could enhance intersection operations by minimizing conflict points and improving overall safety.

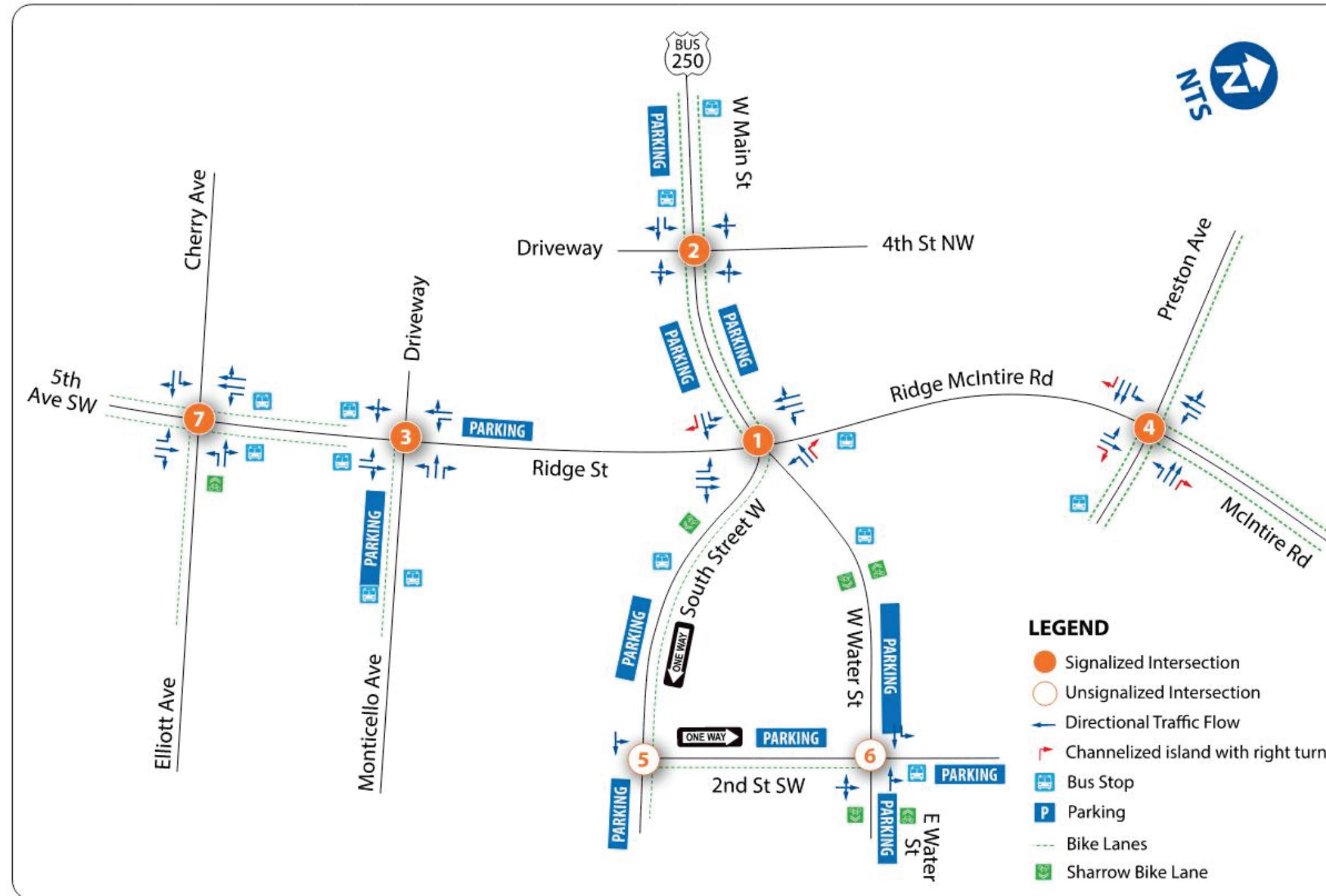
3.3 Existing Parking Facilities

This Study Area has on-street parking in four multiple locations which can be seen on **Figure 7**. A list of these locations can be seen below:

- W Main St between 4th St NW and Ridge St/ Ridge McIntire Rd (both side of the road)
- South Street West between Ridge St/ Ridge McIntire Rd and 2nd St SW (south side of the road only)
- W Water St between Ridge St/ Ridge McIntire Rd and 2nd St SW (north side of the road only)
- Ridge St between W Main St and Monticello Ave (west side only, in front of 207 Ridge St)

In addition to on-street parking, the north leg of the intersection of South Street West and 2nd St SW provides access to the AirGarage | Public Parking.

Figure 7: Existing (2024) Lane Configuration



VDOT STARS
 Virginia Department of Transportation
RIDGE ST/ BUS 250 (W MAIN ST) - W WATER ST
INTERSECTION STUDY
 Charlottesville, VA

EXISTING LANE CONFIGURATION

3.4 Existing Transit Data

3.4.1 Charlottesville Transit

The surrounding area in Charlottesville is well-served by transit lines providing services to and from key locations within the City and beyond. Charlottesville Area Transit (CAT) operates several bus routes that connect various neighborhoods and important destinations.

The Downtown Transit Station, located near the Study Area serves as a central hub for Charlottesville Area Transit, therefore many bus routes pass through or near Ridge Street which provides regular transit access in the area. Currently, these bus routes provide service to the Study Area, with the following frequencies:

- Route 1 – PVCC/Woolen Mills – Every 60 minutes on weekdays
- Route 2 – 5th Street Station– Every 30 minutes on weekdays
- Route 3 – Southwood/Belmont– Every 60 minutes on weekdays
- Route 4 – Cherry Ave/Harris Rd– Every 30 minutes on weekdays
- Route 6 – Ridge St/Prospect Ave– Every 30 minutes on weekdays
- Route 7 – Emmet St/ Seminole Trail – Every 30 minutes on weekdays
- Route 8 – Preston Ave/Emmit St– Every 60 minutes on weekdays
- Route 9 – UVA Health/ YMCA– Every 30 minutes on weekdays
- Route 10 – Pantops– Every 60 minutes on weekdays
- Route 11 – Locust Ave/ Rio Rd– Every 60 minutes on weekdays
- Trolley – UVA/Downtown– Every 25 minutes on weekdays

To the west of this project off W Main Street is the Charlottesville Amtrak Station, which provides additional connectivity options. These bus routes along with the locations of the existing bus stops are presented in **Appendix B-5**. Combined, there are a total of 13 bus stops within the Study Area. Approximate bus stop locations can be seen on **Figure 7**.

3.5 Charlottesville City Schools and Government Service Buildings

The following are a list of Government service building within close proximity of the Study Area.

- Federal Building and US Courthouse (255 W Main Street)
- Albemarle County Office Building (401 McIntire Road)
- Charlottesville City Hall (605 E Main Street)
- Charlottesville Circuit Court (315 E High Street)
- Thomas Jefferson Planning District Office (401 E Water Street)
- Charlottesville Housing Authority (817 Hardy Dr)
- Charlottesville Public Works Building (305 4th Street NW)

Regarding educational institutions, there are multiple art institutes, but no immediately adjacent Charlottesville City schools near the Study Area, however the following schools are within a 1-mile radius of the Study Area:

- Buford Middle School (1000 Cherry Avenue)
- Trailblazer Elementary School (406 14th Street NW)
- Lugo-McGinness Academy (341 11th Street NW)
- Summit Elementary School (1000 Belmont Avenue)
- Renaissance School (418 E Jefferson Street)

In addition to the City Schools, the University of Virginia’s grounds are also approximately 1 mile from the Study Area. These locations are presented in **Appendix B-6**.

3.6 Existing Pedestrian and Bicycle Facilities

The City of Charlottesville’s Master Plan includes several maps that pertain to bicycle and pedestrian facilities. These maps include the Biking and Walking Street and Trails Map, Biking and Walking Level of Traffic Stress Map, Bike Parking Map, and a City Trails Map. These can be found in **Appendix B-7**.

3.6.1 Existing Sidewalks, Crosswalks and Bicycle Lanes

Within the project limits, there is existing sidewalk along both sides of each Study Area segment. There are also existing crosswalks located at the intersections and midblock crosswalks within the project limits. There is limited buffer space between the sidewalks and travelled way on most of these segments. There are dedicated bicycle lanes and shared bicycle lanes as seen in **Figure 7** along the following streets:

- Ridge Street south of Oak Street (dedicated lanes on both sides)
- W Main Street (dedicated lanes on both sides)
- South Street West (dedicated contraflow lane on the north side and south sharrow lanes)
- W Water Street (sharrow lanes in both directions)
- Preston Avenue west of 4th Street NW (dedicated bike lanes on both sides)
- Preston Avenue between 4th Street NW and Ridge McIntire Road (dedicated bike lanes on the north side)
- Preston Avenue east of Ridge McIntire (dedicated bike lanes on both sides)
- McIntire Road north of Preston Avenue (dedicated bike lanes on both sides)
- Monticello Avenue between Ridge Street and Gleason Street (dedicated bike lanes on south side)
- Monticello Avenue between Gleason Street and 2nd Street SW (dedicated bike lanes on both sides)
- Elliot Avenue between Ridge Street and approximately 300 ft east of Ridge Street (dedicated bike lane on the southside, and a sharrow lane on the north side)
- Elliot Avenue between 300 ft east of Ridge Street and 1st Street S (dedicated bike lanes on both sides)
- Cherry Avenue west of Ridge Street (sharrow lanes on both sides)

4 PEDESTRIAN AND BICYCLE ANALYSIS

4.1 Pedestrian Level of Comfort (PLOC) and Bicycle Level of Traffic Stress (BLTS)

The study assessed the primary corridors and intersections within the Study Area by using the Pedestrian Level of Comfort (PLOC) and Bicycle Level of Traffic Stress (BLTS) methodology from Montgomery County, Maryland⁶. PLOC and BLTS represent a high-level performance rating of pedestrian and Pedestrian Level of Comfort (PLOC) and Bicycle Level of Traffic Stress (BLTS) bicycle facilities and is based on the level of comfort or discomfort experienced by pedestrians, bicyclists, and other sidewalk users.

4.1.1 Pedestrian Level of Comfort (PLOC)

The **Montgomery County PLOC Methodology** uses a basic four-point ranking system, while half-points add further nuance when additional data are available to refine the evaluation. For example, a crossing might be upgraded from a score of 3 to 2.5 if an additional safety or comfort treatment, such as lighting or a “No Turn on Red” sign, is present. Below is a summary of the ranking system with the lowest score being the most comfortable and desirable outcome:

- PLOC 1 = Very Comfortable
- PLOC 1.5 = Comfortable
- PLOC 2 = Somewhat Comfortable
- PLOC 2.5 = Somewhat Uncomfortable
- PLOC 3 = Uncomfortable
- PLOC 3.5 = Very Uncomfortable
- PLOC 4 = Undesirable

4.1.1.1 Segment Analysis

PLOC was assessed along Ridge Street from Preston to Monticello, and for one block along the intersecting segments. The following metrics were collected for the PLOC segment determination:

- Segment data:
 - General land use
 - Sidewalk condition and width
 - Posted Speed Limit
 - Buffer type and width
 - On-Street Buffer (Designated Parking Lane or Separated Bike Lane)
 - Traffic Volume or Roadway Classification

Figure 8 shows a map of the locations assessed along with the PLOC segment ratings. Additional evaluation results, corresponding to field measurements, speed limits, and observations, for the segments and crossings are presented in **Appendix B-8**.

Table 8 provides the PLOC rating for each of the segments analyzed. **Preston Avenue** was assigned an overall PLOC Level 4 (Undesirable) rating due to the narrow sidewalk width, lack of a buffer from traffic and the 35 mph speed limit. This criterion considers the stress associated with the total distance between the pedestrian and vehicular traffic.

Three (3) other segments were assigned an Overall PLOC Level 3 (Uncomfortable) rating (a portion of Ridge Street, W Main Street and W Water Street). In the segment between Preston Avenue and W Main Street, **Ridge McIntire Road** has a seven (7) to eight (8) foot wide sidewalk, but no buffer. **W Main Street** has varied sidewalk widths ranging from two (2) to eight (8) feet, varying buffer characteristics and poor sidewalk surface condition (particularly on the south side). **W Water Street** also has varying street characteristics with pathways varying from three (3) to eight (8) feet and buffers ranging from zero (0) to eight (8) feet. Sidewalk widths less than five (5) feet will make it difficult for people with disabilities to comfortably traverse this segment.

South Street W is considered a PLOC 2 (Somewhat Comfortable) given its consistent pathway width of five (5) feet or greater. However, there is no consistent sidewalk buffer on this corridor.

Table 8: Segment PLOC Rating

| Segment | Location | Segment Final PLOC Rating | | | |
|---------|--|---------------------------|----------------|---------------|---------------|
| | | North Sidewalk | South Sidewalk | East Sidewalk | West Sidewalk |
| 1 | Ridge McIntire Road /McIntire Road (W Main to Preston) | - | - | PLOC 3 | PLOC 3 |
| 2 | Ridge Street (W Main to Monticello) | - | - | PLOC 2 | PLOC 2 |
| 3 | W Main Street (4th to Ridge) | PLOC 3 | PLOC 3 | - | - |
| 4 | W Water Street | PLOC 3 | PLOC 3 | - | - |
| 5 | South Street W | PLOC 2 | PLOC 2 | - | - |
| 6 | Preston Avenue | PLOC 4 | PLOC 4 | - | - |

4.1.1.2 Crossing Analysis

Crossings are scored using different metrics, depending on whether they are uncontrolled (no stop sign or traffic signal present) or controlled (stop sign or traffic signal present). Factors considered in all crossing evaluations include crossing control, presence of a channelized right turn or interstate ramp, number of lanes crossed, highest posted speed limit of the intersection, median type and crosswalk type. Only signalized crossings are affected and scored by the presence of a “No Right Turn on Red” sign.

Table 9 provides the Crossing PLOC rating for each of the crosswalks analyzed. Six (6) of the crossings were assigned a PLOC 3 (Uncomfortable) rating (all approaches of Ridge McIntire Road at Preston Avenue, Ridge St at W Main Street/W Water Street south leg, and Ridge Street at Monticello Avenue east leg). Each of these are located at signalized crosswalks with complex elements such as more than five (5) total lanes crossed at once, narrow (less than six (6) feet) or no refuge islands, highly skewed approaches, or free-flow/yield-controlled channelized right-turns. Though not shown in the table, each of the channelized crossings at **Ridge McIntire Street (BUS US-250E) at Preston**

⁶ Montgomery County Bicycle Master Plan Appendix D. (n.d.). <http://montgomeryplanning.org/wp-content/uploads/2017/12/Montgomery-County-Bicycle-Master-Plan-Appendix-Web.pdf>

Avenue and *Ridge Street at W Main Street/W Water Street* are automatically considered PLOC 4 (Undesirable) as seen in **Figure 8**, since there are no signals or features that slow traffic or improve visibility of pedestrians.

Four (4) of the crosswalks were assigned a PLOC Level 2 (Somewhat Comfortable) rating at *Ridge Street and W Main Street/ W Water Street* (north, east and west legs) based on the presence of a high visibility crosswalk and 25 mph travel speed. However, this rating does not take into account the overall complexity of the intersection and lack of adequate waiting areas and accessible crossing features.

The intersection of *W Main Street and 4th Street* is considered a PLOC 1 (Very Comfortable). This intersection has pedestrian signals, high visibility crosswalk markings, 25 mph posted and few lanes to cross. However, it is important to note that this intersection functions more like a driveway as most of the cars entering and existing 4th Street are turning vehicles onto W Main Street. The current signal timing allows pedestrians to cross at the same time vehicles are turning. Though not within the study time period, there have been injury crashes involving pedestrians and turning vehicles at this location.

The mid-block crossing on *Ridge McIntire Road at the McDonald’s* entrance received a PLOC of 1.5 (Comfortable) due to the number of travel lanes crossed and presence of a rapid flashing beacon. The mid-block crossing north of *Staples* received a PLOC 2 (Somewhat Comfortable) rating. However, the experience of crossing at these locations does not reflect that score. There is a steep grade in the northbound direction which increases actual travel speeds, the lanes are wide, and the median is narrow (less than six (6) feet), which makes these crossings feel less comfortable than the rating indicates.

Table 9: Crossing PLOC Rating

| Int # | Crosswalk # | Location | Crossing Final PLOC Rating | | | |
|-------|-------------|---|----------------------------|-----------|----------|----------|
| | | | North Leg | South Leg | East Leg | West Leg |
| 1 | 1-8 | Ridge McIntire Road (BUS US-250E) at Preston Avenue | PLOC 3 | PLOC 3 | PLOC 3 | PLOC 3 |
| 2 | 9-12 | W Main Street (BUS US -250E) at 4th Street NW | PLOC 1 | PLOC 1 | PLOC 1 | PLOC 1 |
| 3 | 13-19 | Ridge Street and W Main Street/W Water Street | PLOC 2 | PLOC 3 | PLOC 2 | PLOC 2 |
| 4 | 20-22 | Ridge Street at Monticello Avenue | PLOC 1 | PLOC 1 | PLOC 3 | - |
| 5 | 5a | Ridge McIntire Road Crossing @ McDonalds | PLOC 1.5 | - | - | - |
| 6 | 6a | Ridge McIntire Road Crossing @ Staples | PLOC 2 | - | - | - |

4.1.2 Bicycle Level of Traffic Stress (BLTS)

Bicycle Level of traffic stress (BLTS) is an approach that quantifies the discomfort people feel when they bicycle close to traffic. The methodology was originally developed in 2012 by the Mineta Transportation Institute and San Jose State University. The BLTS methodology assigns a numeric stress level to streets and trails based on the following criteria for evaluating traffic stress on road segments, intersection approaches and unsignalized crossings:

- **Segments:**
 - Number of traffic lanes.
 - Speed limit or prevailing speed
 - Frequency of on-street parking turnover
 - Presence of a bikeway facility (such as side paths, bike lanes, separated bike lanes, etc.)
- **Intersection Approaches:**
 - Presence of right turn lane(s)
 - Length of right turn lane
 - Turn lane configuration (bike lane shifts vs. bike lane continues straight)
- **Unsignalized Crossings:**
 - Width of cross street
 - Speed limit of cross street
 - Presence or absence of median refuge

The analysis applies a “weakest link” logic, wherein the stress level is assigned based on the lowest-performing attribute of the street. For example, even if a segment has mostly low-stress characteristics, the occurrence of one higher-stress attribute (for example, frequent bike lane blockage) dictates the stress level for the segment.

When a street has a moderate or high level of stress, this may indicate that bicycle infrastructure (like separated bike lanes or shared use paths) is needed to make it a place where more people will feel comfortable riding.

Montgomery County Bicycle Master Plan Bicycle Level of Traffic Stress Methodology expands the original 4-point ranking system to seven stress levels to accommodate the shared use paths and separated bike lanes.

The seven stress levels are described below:

- **BLTS 0 = None**
- **BLTS 1 = Very Low**
- **BLTS 2 = Low**
- **BLTS 2.5 = Moderate Low**
- **BLTS 3 = Moderate High**
- **BLTS 4 = High**
- **BLTS 5 = Very High**

Figure 9 includes the segments assessed along with the BLTS segment ratings. Additional BLTS evaluation results for both segments are presented in **Table 10**. The majority of the segments are considered a BLTS 3. Based on this analysis, bicycle facilities within the Study Area have a moderate high stress level, suitable for accommodating 1-10% of the population. This is largely due to the functional classification and traffic volumes of the roadways in the Study Area.

Table 10: BLTS Rating

| Int # | Segment # | Location | Segment Final BLTS Rating | | | |
|--------|-----------|--|---------------------------|----------|--------|--------|
| | | | North | South | East | West |
| 1 to 3 | 1-2 | Ridge/McIntire (W Main to Preston) | - | - | BLTS 3 | BLTS 3 |
| 2 to 3 | 3-5 | W Main Street (4 th to Ridge) | BLTS 2.5 | BLTS 2.5 | - | - |
| 3 | 6-7 | W Water Street | BLTS 3 | BLTS 3 | - | - |
| 3 | 8 | South Street West | BLTS 2 | BLTS 2* | - | - |
| 3 to 4 | 9-10 | Ridge Street (W Main to Monticello) | - | - | BLTS 3 | BLTS 3 |
| 1 | 11-15 | Preston Avenue | BLTS 3 | BLTS 3 | - | - |

*This rating is for the southbound shared bike lane

Bicycle Level of Traffic Stress was analyzed as part of the City’s Bicycle and Pedestrian Master Plan (2015). That analysis revealed a BLTS 4 for most of the Study Area corridors. This is likely due to the use of a different methodology. Bicycle conditions have not changed on these corridors since that plan was adopted.

4.1.3 Analysis Summary

The average rating within this Study Area was BLTS 3 for bicycle facilities and PLOC 2.5 for pedestrian facilities. Improving the pedestrian sidewalk width, buffer width and installing medians ten (10) feet or wider would increase level of comfort of pedestrians walking through the corridor. Creating buffered or separated bike lanes along primary corridors particularly on Ridge Street would raise awareness of bicyclists in the area and increase the level of comfort biking through this corridor.

Figure 8: Existing (2024) Pedestrian Level of Comfort Analysis Results

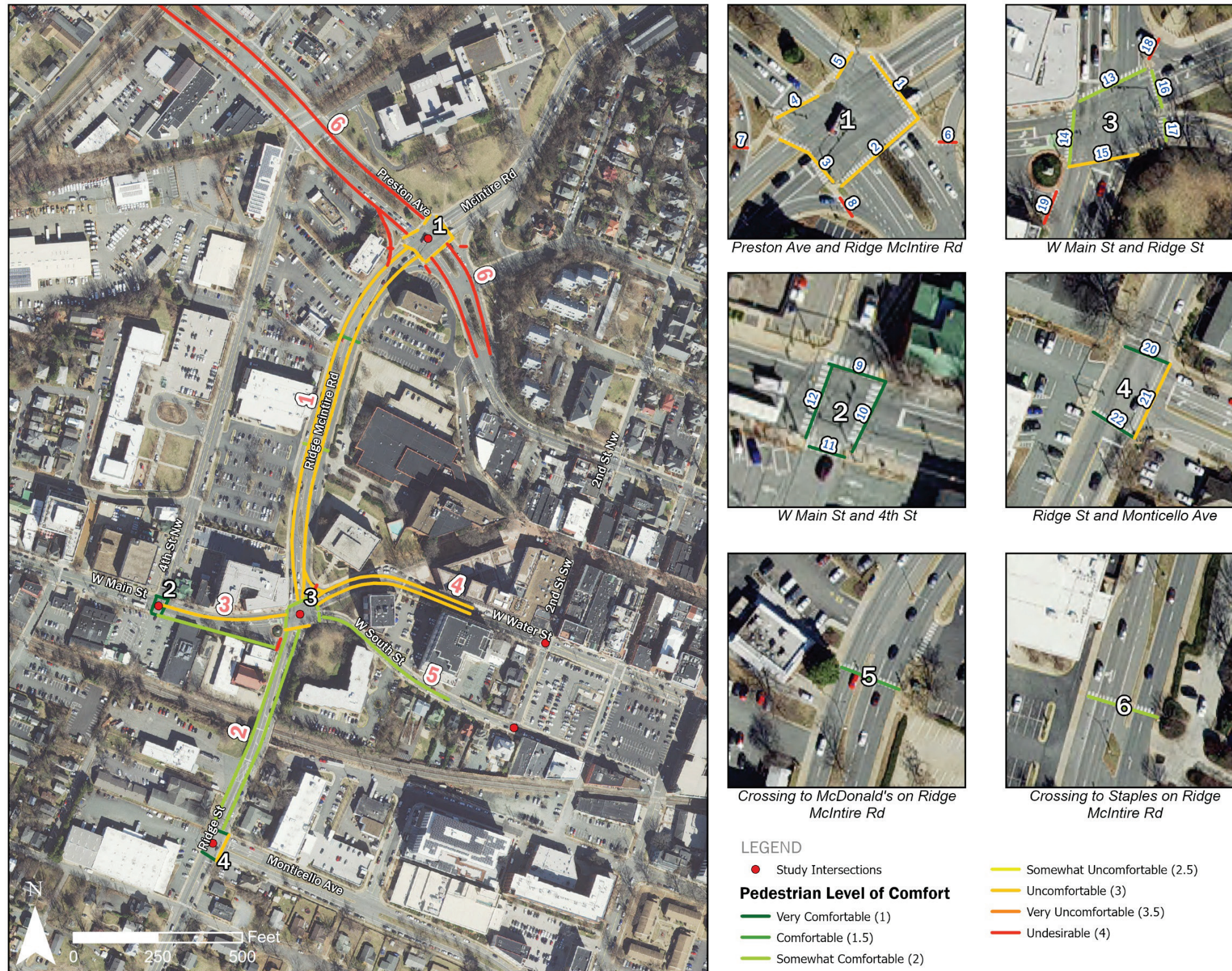


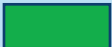





Figure 9: Existing (2024) Bicycle Level of Traffic Stress Analysis Results



4.2 HCM Methodology Quantitative Analysis

This study assessed intersections within the Study Area by using the Pedestrian Level of Service (PLOS) and Bicycle Level of Service (BLOS) methodology defined in the *Highway Capacity Manual 6th Edition*. Chapter 19 Section 5 Pedestrian Methodology and Chapter 19 Section 6 Bicycle Methodology both outline the process to evaluate the quality of service for pedestrians and bicyclist traveling through a signalized intersection. PLOS/BLOS is measured on a scale of “A” through “F,” with LOS A representing the best quality of service and LOS F representing the worst, based on the delay experienced at the intersection during the analysis period. Green, yellow and red colors were assigned to delay thresholds for each study intersection. **Table 11** presents the overall intersection delay graphically with color coding.

Table 11: Color Coding based on Crossing Delay

| PLOS / BLOS Score | PLOS / BLOS | Color |
|-------------------|-------------|---|
| ≤ 1.50 | A |  |
| > 1.50 – 2.50 | B |  |
| >2.50 – 3.50 | C |  |
| >3.50 – 4.50 | D |  |
| >4.50 – 5.50 | E |  |
| >5.50 | F |  |

There are five (5) signalized intersections within the Study Area that were evaluated for both PLOS for all existing pedestrian crossings and BLOS for all existing established bicycle lanes.

4.2.1 Pedestrian Level of Service (LOS)

PLOS was assessed at all existing crossings at five (5) signalized intersections. There were twenty (20) crossings that were analyzed. The following criteria were used for the pedestrian methodology:

- “Typical Pedestrian”
 - HCM Methodology reflects the average pedestrian and does not reflect the perception of those with disabilities
- Target Travel Modes
 - HCM Methodology reflects travel by pedestrian walking across one or more leg of a signalized intersection and does not cover other modes (such as scooters)

Delay in sec/person were reported for all crossings at the signalized intersections. **Table 12** and **Table 13** summarizes the AM and PM peak hour PLOS and delay, respectively, for each crossing at the signalized intersections within the Study Area.

The results from **Table 12** suggest that there are no crossings for the AM peak hour that had an overall PLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 12: Existing (2024) Pedestrian Level of Service AM Peak Hour

| Int # | Existing Crossing # | Location | AM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------|-----|---------------|-----|----------------|-----|----------------|-----|--------------------|-----|
| | | | East Crossing | | West Crossing | | North Crossing | | South Crossing | | Northwest Crossing | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 2.40 | B | 2.52 | C | 2.57 | C | 2.61 | C | 2.12 | B |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 2.09 | B | 2.16 | B | 1.98 | B | 1.90 | B | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 2.15 | B | 1.72 | B | 2.30 | B | 2.24 | B | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 3.07 | C | 3.00 | C | 2.64 | C | 2.76 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliott Avenue | 0.60 | A | 1.40 | A | 0.60 | A | 1.28 | A | | |

The results from **Table 13** suggest that there are no crossings for the PM peak hour that had an overall PLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 13: Existing (2024) Pedestrian Level of Service PM Peak Hour

| Int # | Existing Crossing # | Location | PM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------|-----|---------------|-----|----------------|-----|----------------|-----|--------------------|-----|
| | | | East Crossing | | West Crossing | | North Crossing | | South Crossing | | Northwest Crossing | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 2.35 | B | 2.35 | B | 2.61 | C | 2.54 | C | 1.87 | B |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 2.13 | B | 2.17 | B | 2.04 | B | 1.97 | B | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 2.14 | B | 1.72 | B | 2.12 | B | 2.12 | B | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 3.02 | C | 2.79 | C | 2.67 | C | 2.65 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliott Avenue | 0.60 | A | 1.42 | A | 0.60 | A | 1.28 | A | | |

4.2.1.1 Summary

In summary, all of the PLOS results were LOS C or better. Furthermore, the delay value for all of the signalized intersections is shown in Appendix B-8.

4.2.2 Bicycle Level of Service (BLOS)

BLOS was assessed at all existing bicycle lanes for signalized intersections. There were nine (9) crossings that were analyzed. The following criteria were used for the pedestrian methodology:

- Shared or exclusive bicycle lanes
 - HCM Methodology evaluates the service or established bicycle lanes
- Target Travel Modes
 - HCM Methodology reflects travel by bicycle through the signalized intersection and does not cover other modes (such as motorized bicycles)

Table 14 and

Table 15 summarizes the AM and PM peak hour BLOS and delay, respectively, for each crossing at the signalized intersections within the Study Area. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

The results from Table 14 suggest that there are no crossings for the AM peak hour that had an overall BLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 14: Existing (2024) Bicycle Level of Service for AM Peak Hour

| Int # | Existing Crossing # | Location | AM Peak Hour | | | | | | | | | | |
|-------|---------------------|---|---------------------|-----|---------------------|-----|----------------------|-----|----------------------|-----|--------------------------|------|---|
| | | | Eastbound Bike Lane | | Westbound Bike Lane | | Northbound Bike Lane | | Southbound Bike Lane | | Northwestbound Bike Lane | | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS | |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 2.67 | C | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 0.54 | A |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 1.95 | B | 1.88 | B | N/A | N/A | N/A | N/A | N/A | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 3.14 | C | N/A | N/A | N/A | N/A | N/A | N/A | N/A | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 2.28 | B | 2.91 | C | N/A | N/A | 2.54 | C | | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliot Avenue | 3.27 | C | N/A | N/A | 2.60 | C | 2.60 | C | | | |

The results from Table 15 suggest that there are no crossings for the PM peak hour that had an overall BLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

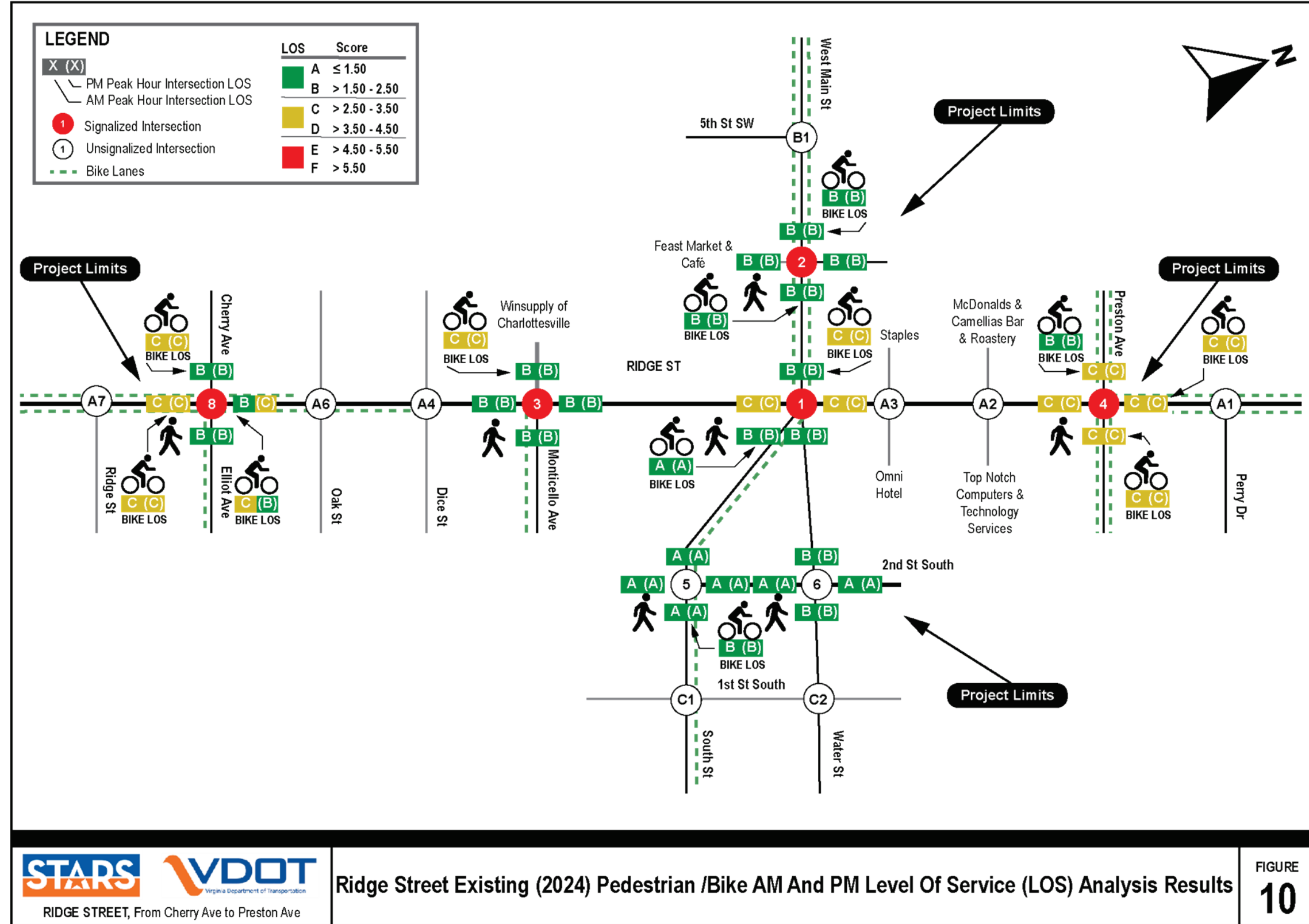
Table 15: Existing (2024) Bicycle Level of Service for PM Peak Hour

| Int # | Existing Crossing # | Location | PM Peak Hour | | | | | | | | | | |
|-------|---------------------|---|---------------------|-----|---------------------|-----|----------------------|-----|----------------------|-----|--------------------------|------|---|
| | | | Eastbound Bike Lane | | Westbound Bike Lane | | Northbound Bike Lane | | Southbound Bike Lane | | Northwestbound Bike Lane | | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS | |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 2.83 | C | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 0.75 | A |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 1.64 | B | 2.33 | B | N/A | N/A | N/A | N/A | | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 3.19 | C | N/A | N/A | N/A | N/A | N/A | N/A | | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 2.35 | B | 3.07 | C | N/A | N/A | 2.58 | C | | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliot Avenue | 3.25 | C | N/A | N/A | 3.36 | C | 2.28 | B | | | |

4.2.2.1 Summary

Overall, all of the BLOS results were equal LOS C or better. Furthermore, the delay value for all the signalized intersections is a minimum of 18.9 sec/bicycle at eastbound West Main Street and 4th Street and the maximum delay of 38.7 sec/bicycle at westbound Ridge Street, Water Street, and South Street as seen in Appendix B-8. Figure 10 also includes graphical with color coding the BLOS per crossing for both AM and PM peak hours.

Figure 10: Existing (2024) Pedestrian and Bicycle Level of Service (LOS) Analysis Results



5 CRASH ANALYSIS

Crash data for the most recent five (5) years (November 1, 2019 through October 31, 2024) was obtained from VDOT’s Crash Analysis Tool. The crash data was evaluated to identify crash locations and patterns, severity of crashes, and likely causes for crashes. The crash data was examined to identify crash locations on which to focus during the Field Review conducted on Friday, March 7, 2025. The Field Review was conducted, with a particular focus on crash patterns, to evaluate conditions in the field that could be influencing the crash locations from the crash data.

The crash data analysis and field review data were used to identify factors that could potentially contribute to crashes and to make recommendations regarding improvements that could mitigate future crashes.

5.1 Regional Comprehensive Safety Action Plan: Move Safely Blue Ridge

Move Safely Blue Ridge (MSBR) is a regional effort by the Thomas Jefferson Planning District Commission (TJPCD) to reduce roadway crash fatalities and serious injuries using the *Safe Streets for All (SS4A) Program*. This ongoing process will result in TJPCD’s Regional Comprehensive Safety Action Plan. Solutions will be focused on four (4) major themes of roadway safety: engineering, education, enforcement, and emergency response. **Figure 11** shows the current plan timeline.

Figure 11: Move Safely Blue Ridge Safety Plan Timeline



This section will be modified pending advancement of the Move Safely Blue Ridge Safety Plan in spring of 2025.

5.2 Crash Data Analysis

5.2.1 Crashes by Year

There were 171 total crashes reported at the intersections and within the Study Area from November 2019 to October 2024. **Figure 12** outlines the number of crashes by year. Note that the 2019 and 2024 bars are striped since the data does not include a full calendar year.

Figure 12: Crashes per Year (2019 – 2024)

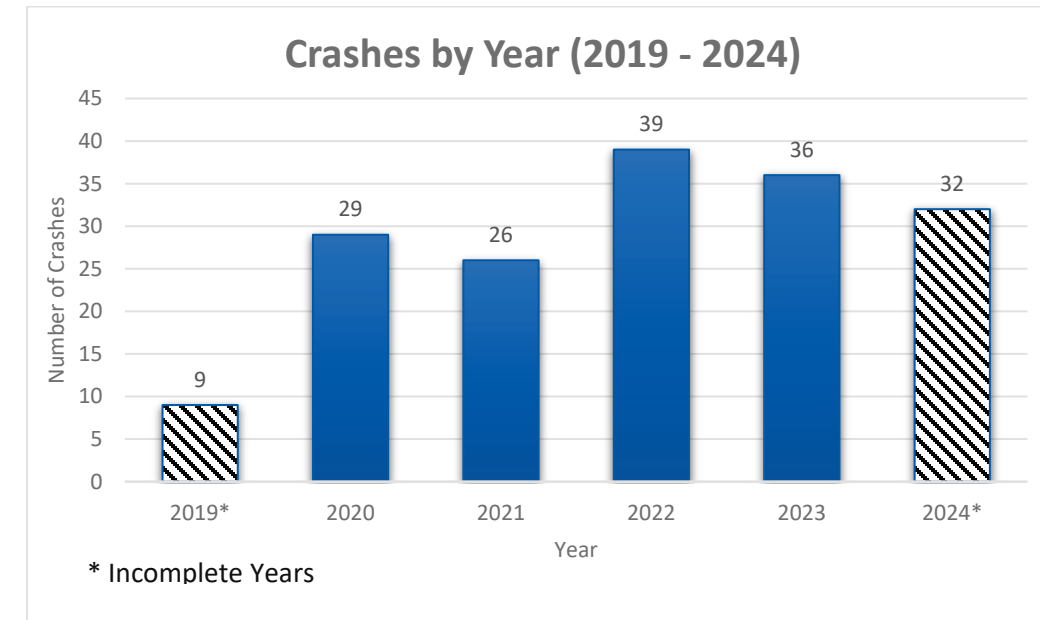


Figure 13 shows that the highest percentage of crashes were property damage (51%) and non-visible injuries (33%) occurred in the Study Area within the five (5) year period. There were 9% severe injuries and no fatalities.

Figure 13: Severity of Crashes (2019-2024)

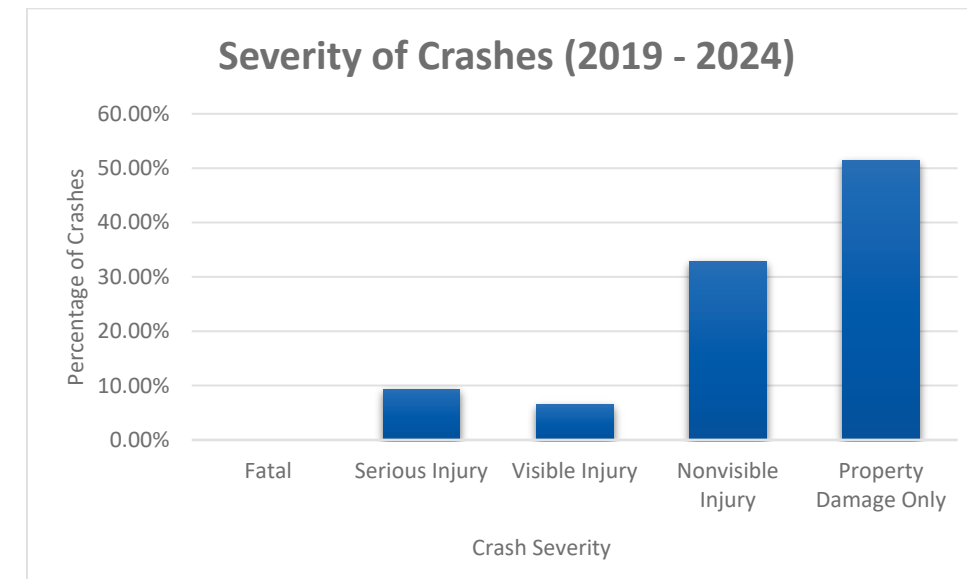
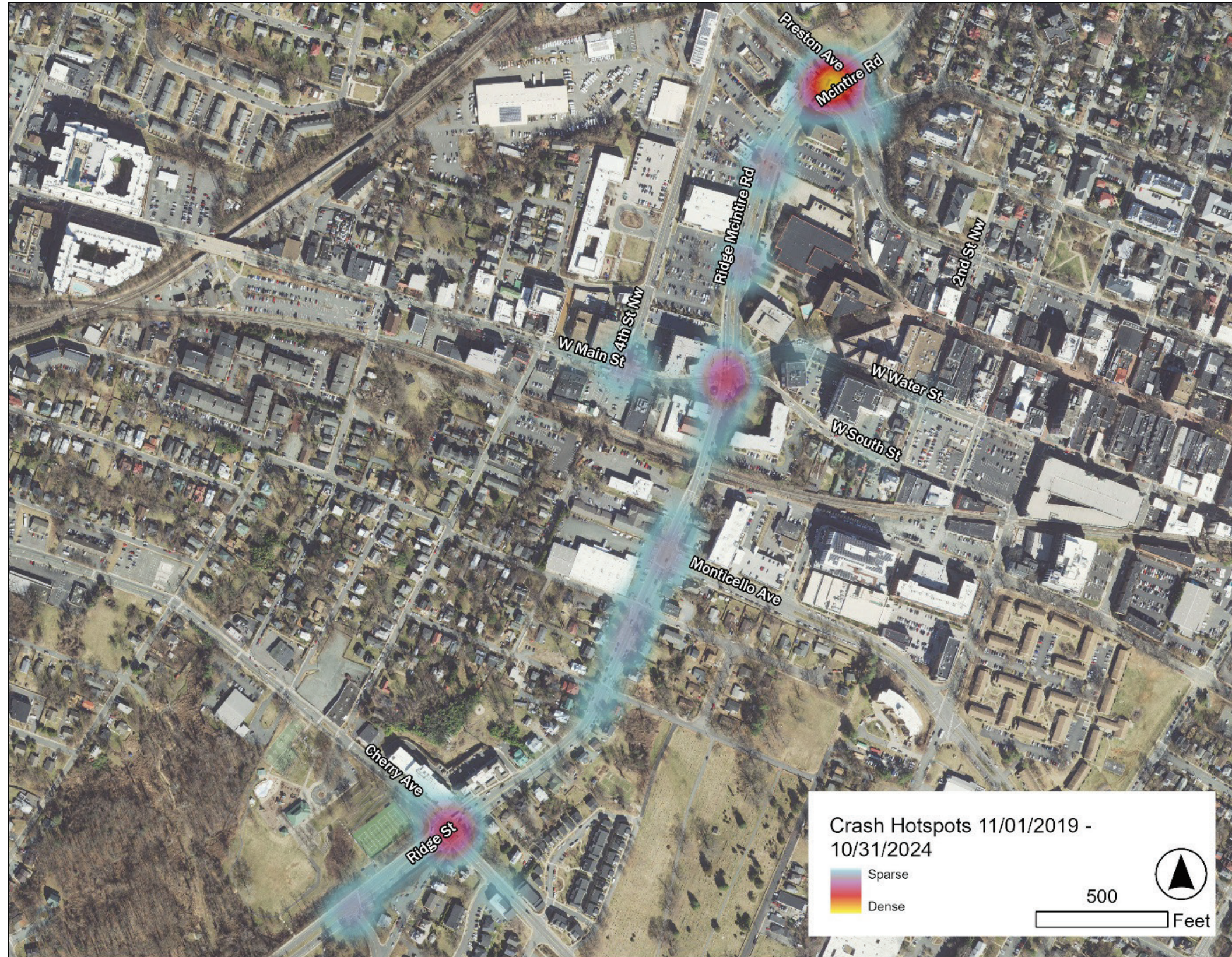


Figure 14 shows a heat map of the corridor over the five (5) year period. Based on the heat map, the Ridge McIntire Road and Preston Avenue intersection was shown to have the highest propensity of crashes, as indicated by the yellow closely followed by two (2) intersections in red: Ridge Street at W Main Street/W Water Street and Ridge Street at Cherry Avenue/Elliott Avenue.

Figure 14: Crash Heat Map for Study Area (2019 – 2024)



5.2.2 Crashes by Type and Time of Day

As shown in **Figure 15**, most crashes that occurred were angle crashes (55 crashes or 32%) followed by rear-end crashes (53 crashes or 31%), head on crashes (19 crashes or 11%), sideswipe same direction crashes (17 crashes or 10%), pedestrian crashes (10 crashes or 6%), and fixed object - off road crashes (8 crashes or 5%). The remaining crash types each accounted for less than 3% of the overall crashes. It is worth noting that the highest number of pedestrian-related crashes occurred at the intersections of W Main Street at 4th Street NW, followed by Ridge Street at W Main Street/W Water Street. The majority of pedestrian crashes occurred with vehicles making left-turn movements. Also, all of the head on crashes occurred at Study Area intersections with Preston Avenue at Ridge McIntire Road and Ridge Street at Cherry Avenue each having six (6) head on crashes, and Ridge Street at W Main Street/ W Water Street having four (4) head on crashes.

Figure 15: Type of Crashes (2019-2024)

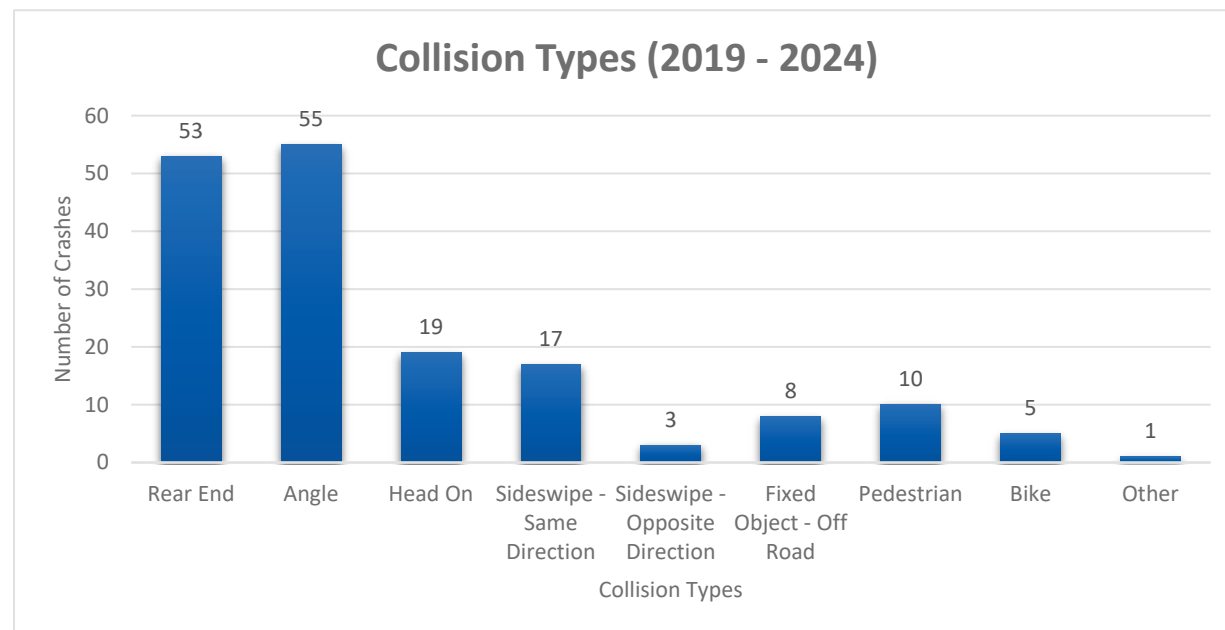
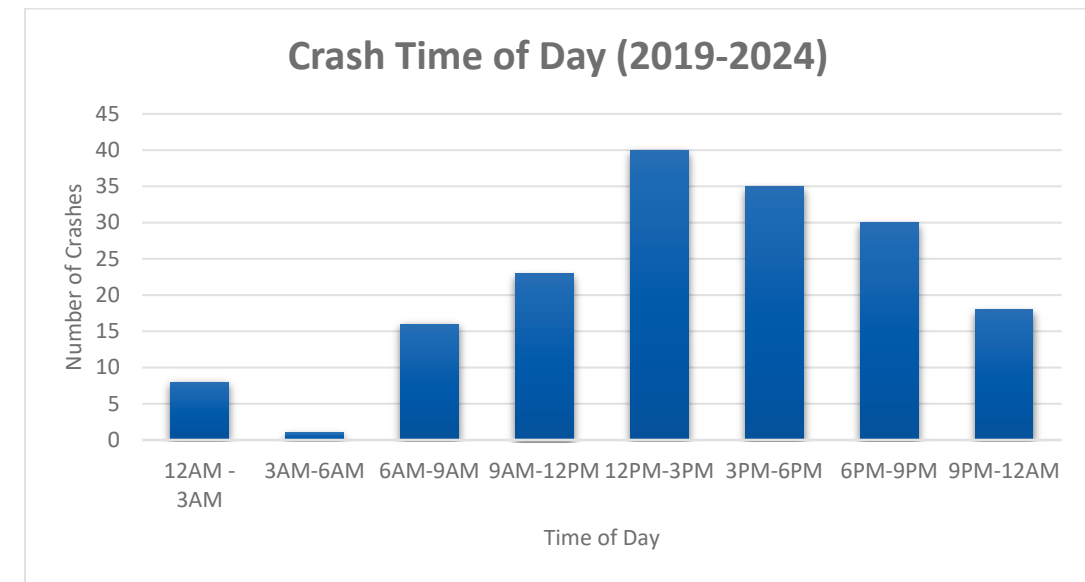


Figure 16 displays the number of crashes that occurred by time of day, presented in 3-hour increments. The highest frequency of crashes occurred from 12PM-3PM (23%), from 3PM – 6PM (20%), from 6PM – 9PM (18%), and from 9PM – 12AM (11%).

Figure 16: Number of Crashes by Time of Day (2019-2024)



Based on the crash data, **Table 16** includes the most prominent crash locations in the Study Area. Note that for the purposes of analyzing the most frequent crashes, not all crashes are included in the crash pattern analysis and therefore the total crashes within **Table 16** does not equal the total crashes observed over the five (5) year study period for the Study Area.

Table 16: Crash Patterns Within the Project Study Area

| Location (Intersection, Segment) | Intersection/ Ramp | Most Prominent Crash Type(s) | Vulnerable Road User Crashes | Year(s) | Total Crashes (Highest Crash Type %) |
|-----------------------------------|-------------------------|------------------------------------|------------------------------------|-------------|---|
| Ridge McIntire Rd at Preston Ave | Signalized Intersection | Angle | n/a | 2019 - 2024 | 43 Total (58% Angle) |
| Ridge St at Cherry Ave/Elliot Ave | Signalized Intersection | Rear End | n/a | 2019 - 2024 | 40 Total (40% Rear End) |
| Ridge St at W Main St/W Water St | Signalized Intersection | Rear End; Sideswipe Same Direction | 3 Ped, 3 Bike | 2019 - 2024 | 27 Total (22% Rear End; 22% Sideswipe – Same Direction) |
| W Main St at 4 th St | Signalized Intersection | Pedestrian; Rear End | 4 Ped | 2020 - 2024 | 9 Total (44% Pedestrian Crashes) |
| Ridge McIntire Rd | Segment | Rear End | 1 Ped, 1 Bike | 2019 - 2024 | 16 Total (44% Rear End) |
| Ridge St South of Monticello Ave | Segment | Rear End | 1 Bike | 2019 - 2024 | 16 Total (50% Rear End) |

5.2.3 Crashes by Roadway and Weather Conditions

Figure 17 indicates the number of crashes by roadway surface conditions. Most crashes occurred during dry roadway conditions (78%). Wet conditions accounted for 20% of crashes. Snowy conditions accounted for 1% of crashes. Additionally, Figure 18 shows that most of the collisions occurred under clear/ cloudy weather conditions (81%), followed by rainy weather conditions (14%).

Figure 17 : Number of Crashes by Roadway Surface Condition (2019-2024)

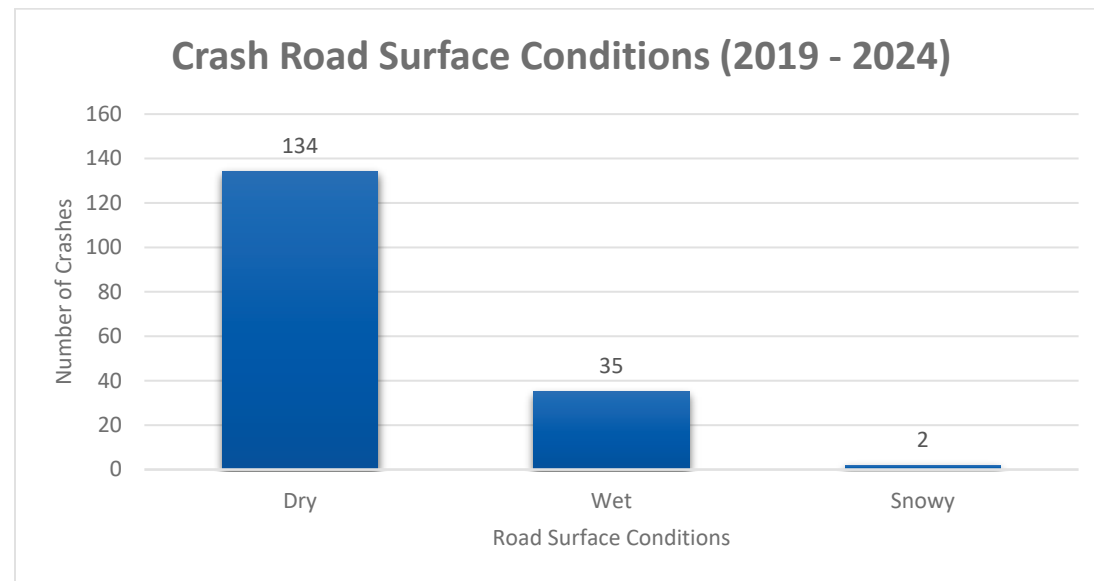
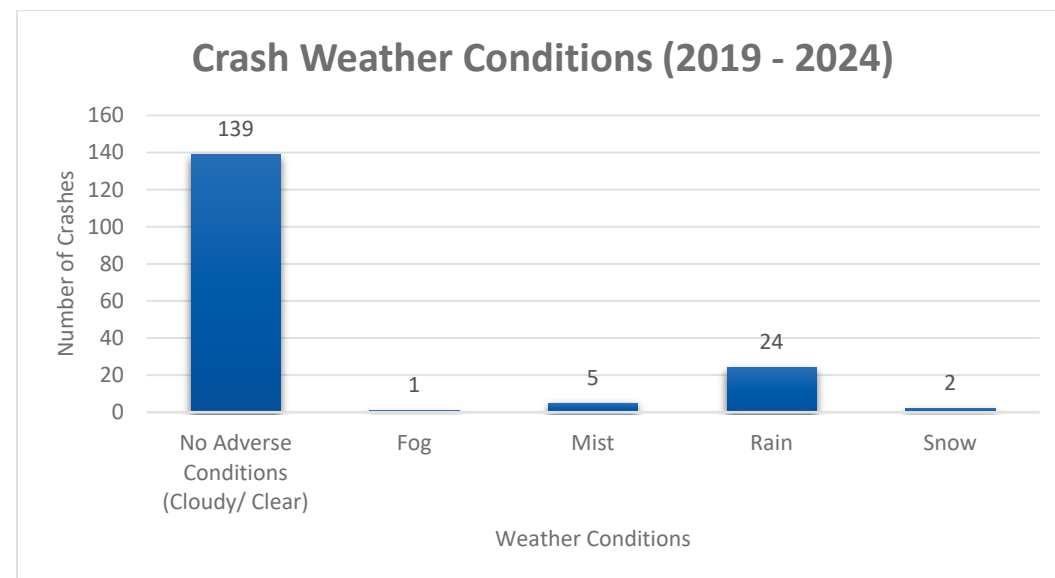


Figure 18: Number of Crashes by Weather Condition (2019-2024)



5.2.4 Crash Rate

The crash rates were calculated utilizing the rate calculations described in the Highway Safety Manual (HSM). Corridors analyzed included: W Main Street, Ridge Street, and Ridge McIntire Road.

The crash rates for the different segments were calculated using the following equation:

$$R = \frac{C \times 100,000,000}{365 \times N \times V \times L}$$

Where:

- R = Crash Rate for the road segment expressed as crashes per 100 million vehicle-miles of travel (VMT) vehicles
- C = Total number of crashes in the study period
- N = Number of years of data
- V = Number of vehicles per day (both directions)
- L = Length of the roadway segment in miles

The **W Main Street corridor** segment is from 4th Street to Ridge Street. The crash rates for the segment were compared to the statewide averages on comparable roadway segments (Urban Other Principal Arterial) for the most recent three (3) years available on (2020-2023) as shown in **Table 17**.

Table 17: Crash Rates (W Main Street)

| Segment | Total Crash Rate (Per 100 MVM) | Comparison | Statewide Average | Fatal Crash Rate (Per 100 MVM) | Comparison | Statewide Average | Fatal + Injury Crash Rate (Per 100 MVM) | Comparison | Statewide Average |
|-------------------------------|--------------------------------|------------|-------------------|--------------------------------|------------|-------------------|---|------------|-------------------|
| 5th Street SW to Ridge Street | 436.88 | ≥ | 199.91 | 0 | ≤ | 0.98 | 242.71 | ≥ | 71.5 |

Source: VDOT Tableau Crash Summary Book for Statewide Crash Rates

The **Ridge Street** corridor was split into two segments: from W Main Street West/W Water Street to Dice Street and from Dice Street to Cherry Avenue/Elliott Avenue. The crash rates for the two segments were compared to the statewide averages on comparable roadway segments (Urban Other Principal Arterial) for the most recent three (3) years available on (2020-2023) as shown in **Table 18**.

Table 18: Crash Rates (Ridge Street)

| Segment | Total Crash Rate (Per 100 MVM) | | Statewide Average | Fatal Crash Rate (Per 100 MVM) | | Statewide Average | Fatal + Injury Crash Rate (Per 100 MVM) | | Statewide Average |
|--|--------------------------------|---|-------------------|--------------------------------|---|-------------------|---|---|-------------------|
| W Main Street West/W Water Street to Dice Street | 286.52 | ≤ | 345.46 | 0 | ≤ | 1.07 | 143.26 | ≥ | 118.66 |
| Dice Street to Cherry Avenue/Elliot Avenue | 645.27 | ≥ | 345.46 | 0 | ≤ | 1.07 | 322.63 | ≥ | 118.66 |

Source: VDOT Tableau Crash Summary Book for Statewide Crash Rates

The **Ridge McIntire Road** corridor segment is from Ridge Street to Preston Avenue. The crash rates for this segment were compared to the statewide averages on comparable roadway segments (Urban Other Principal Arterial) for the most recent three (3) years available on (2020-2023) as shown in **Table 19**.

Table 19: Crash Rates (Ridge McIntire Road)

| Segment | Total Crash Rate (Per 100 MVM) | | Statewide Average | Fatal Crash Rate (Per 100 MVM) | | Statewide Average | Fatal + Injury Crash Rate (Per 100 MVM) | | Statewide Average |
|--------------------------------|--------------------------------|---|-------------------|--------------------------------|---|-------------------|---|---|-------------------|
| Preston Avenue to Ridge Street | 296.96 | ≥ | 171.06 | 0 | ≤ | 0.88 | 113.02 | ≥ | 51.41 |

Source: VDOT Tableau Crash Summary Book for Statewide Crash Rates

5.2.5 Crash Data Summary

The following observations were made for crashes that occurred during the five (5) year period:

- No fatal crashes occurred
- Angle crashes were the highest overall collision type (32%), the majority of these crashes happening during left-turning movements
- 10 Crashes (6%) involved pedestrians
- Five (5) crashes involved a bicyclist
- 36 crashes (21%) involved distracted drivers
- 19 Head on crashes (11%)

Crash diagrams can be found in **Appendix B-9**.

6 EXISTING TRAFFIC OPERATIONAL ANALYSIS

6.1 Analysis Peak Periods

Weekday peak periods were identified from the count data for the arterial segments and for each study intersection. The common AM and PM peak hours for the overall network were determined based on the hourly variations in traffic volumes for each intersection, travel patterns along the study corridor and percentage of traffic during the highest hour.

6.2 Analysis Tools

The traffic operations analysis for the Study Area was conducted using software tools, such as Synchro 11 as well as SimTraffic, which is a companion microsimulation tool for Synchro. The traffic simulation analysis and methodology were performed per *Virginia Department of Transportation (VDOT) Traffic Operation and Safety Analysis Manual (TOSAM) – Version 2.0 guidelines*.

6.3 Measures of Effectiveness







The Measures of Effectiveness quantify the traffic flow through intersections and provides a basis for evaluating the performance of a transportation network. MOEs are reported based on the type of facility, as well as the analysis software utilized. Reported MOEs are consistent with VDOT *TOSAM* guidance *Version 2.0*. A summary of SimTraffic MOEs evaluated for the Study Area are presented below:

- Microsimulation Delay (seconds/vehicle)
- Maximum Queue Length (feet)

Level of Service (LOS) is a graded scale used to represent intersection delay (the delay associated with vehicles slowing in advance of an intersection, the time spent stopped on an intersection approach, the time spent as vehicles move up in the queue, and the time needed for vehicles to accelerate to their desired speed). It is important to point out that delay calculations from the Highway Capacity Manual (HCM) methodology (deterministic) and simulation (stochastic) are different, especially for congested conditions (e.g., queue spillover between intersections, etc.). Therefore, the LOS represented in the results tables do not necessarily provide information on congestion caused by complicated interactions between intersections. To provide a measurement/threshold for intersection operations, microsimulation delay has been translated to the same level of service used by the HCM methodology. LOS is measured on a scale of “A” through “F,” with LOS A representing the best operating conditions and LOS F representing the worst, based on the delay experienced at the intersection during the analysis period.

Per the *TOSAM* guidance under Section 8.1.6, Level of Service (LOS) is not reported for intersections with SimTraffic as an analysis tool. Instead, the microsimulation delay is reported for individual intersection movements as well as the overall delay for the intersection. The overall intersection delay can be presented graphically by assigning color coding for ranges of microsimulation delay. This color coding as shown in **Table 20** is based on 2010 Highway Capacity Manual (HCM) delay thresholds and the associated LOS. Green, yellow and red colors were assigned to delay thresholds for each study intersection.

Table 20: Intersection Color Coding based on Intersection Delay

| Signalized Intersection Delay Thresholds (sec/veh) | Unsignalized Intersection Delay Thresholds (sec/veh) | Color |
|--|--|---|
| < 10 | < 10 |  |
| > 10 – 20 | > 10 – 15 |  |
| >20 – 35 | >15 – 25 |  |
| >35 – 55 | >25 – 35 |  |
| >55 – 80 | >35 – 50 |  |
| >80 | >50 |  |

Source of Delay Thresholds: Highway Capacity Manual 2010

6.4 Base Model Development and Calibration

6.4.1 Synchro/SimTraffic Model Calibration and Validation

To provide a more accurate representation of field conditions, the Existing Conditions *SimTraffic* model was calibrated to reasonably replicate balanced field observed traffic volumes. Observed queue lengths at intersections was calibrated qualitatively by visual observation of queues in the field and comparing them with queue lengths in SimTraffic. This calibration process is an essential part of the model development process because it ensures that the simulation reasonably replicates existing field conditions and can be used as the base for the evaluation of future scenarios. The calibration acceptability criteria and adjustments made in the simulation models are discussed below.

The calibration summary for the Existing Conditions AM and PM *SimTraffic* models is identified in **Table 21** with supporting documentation in the **Appendix B-10**. The calibrated Existing Conditions *SimTraffic* AM & PM models will be used as the starting point to simulate future conditions. All calibration measures identified below will be used in conjunction with each other in order to produce Existing Conditions models that closely replicate the field-collected data.

6.4.2 Synchro/Sim Traffic Model Parameters and Inputs

AM and PM peak hour base Synchro models were developed using the data discussed under **Section 1.5.1** and following the guidance in *TOSAM*. The SimTraffic input parameters were in accordance with *Section 7.6* of *VDOT TOSAM* and included one (1) seed interval and 4-15-minute recording intervals. To account for simulation variance, 10 simulation runs were conducted and averaged together and checked against VDOT’s Microsimulation Sample Size Determination Tool as discussed in *Section 5.4* of the *VDOT TOSAM Version 2.0*. The SimTraffic model was calibrated using modifications to the simulation settings as needed for specific intersection movements.

6.4.2.1 Microsimulation Sample Size

In addition to conducting proper model calibration, determining and applying an appropriate number of microsimulation runs is an important step in developing accurate microsimulation results. WSP followed the guidelines provided in *Section 5.4* of the *VDOT TOSAM Version 2.0* and utilized the macro-enabled *VDOT Sample Size*

Determination Tool to finalize the number of SimTraffic runs necessary for correctly reporting arterial and intersection MOEs. Ten (10) SimTraffic microsimulation runs were initially recorded following the guidelines for SimTraffic Input Parameters found in *Section 7.6* of the *VDOT TOSAM Version 2.0*. The MOE, Average Travel Speed obtained from each of these ten (10) runs was then input into the VDOT Sample Size Determination Tool to verify that MOEs from these runs meet the required tolerance error and confidence interval. It was concluded that ten (10) runs were sufficient for both the AM and PM analysis for this network. Results of the VDOT Sample Size Determination Tool are included in the **Appendix B-11**.

6.4.2.2 Vehicle Input

Vehicle inputs within the Study Area were based on the hourly balanced flow maps developed from the turning movement counts (TMC) collected in November 2024 as discussed in **Section 1.5.1**. Prohibited illegal u-turns were removed from the network and were only retained where permitted for the model to better reflect existing conditions. Low volume movements, four (4) vehicles or less, that did not meet the calibration threshold were removed from the volume calibrations for both AM and PM, since it is difficult to adjust parameters for low volume movements. A small difference of one (1) vehicle can show that the threshold is not being met. With the removal of the lower volumes the threshold now reflects 95% ± as highlighted in orange in **Appendix B-10**.

6.4.2.3 Travel Time and Speeds

Due to the nature of this being an intersection study and not a corridor study, travel time runs and speeds were not required for calibrating the network.

6.4.2.4 Queue Length Observations

Queues were observed in the field on the day that volumes were collected on December 2, 2024 to better calibrate the model. All intersections were compared with existing observations and confirmed to reflect expected queue lengths from the field review. Queues were visually observed for all intersections and validated with SimTraffic results.

6.4.2.5 Signal Timings

Signal timing data was provided by the City of Charlottesville and was applied to the intersections within the Synchro model Study Area.

6.4.2.6 Driving Behavior

Driving behavior attributes for arterial operations remained at the default settings.

6.4.2.7 Simulation Runs

As discussed in **Section 5.4.2.1**, to account for simulation variance, 10 simulation runs were conducted using different random seeds and averaged together. *VDOT TOSAM* sample size determination tool was used to confirm that the outputs from the 10 runs showed a 95th percentile confidence level with a 10% tolerance. Speed and/or processed volumes were used as the metrics to determine the number of simulation runs needed.

6.4.3 Synchro/SimTraffic Model Calibration and Validation

To provide a more accurate representation of field conditions, the Existing Conditions *SimTraffic* model was calibrated to reasonably replicate balanced field observed traffic volumes. Observed queue lengths at intersections were calibrated qualitatively by visual observation of queues in the field and comparing them with queue lengths in SimTraffic. This calibration process is an essential part of the model development because it ensures that the simulation reasonably replicates existing field conditions and can be used as the base for the evaluation of future scenarios. The calibration acceptability criteria and adjustments made in the simulation models are discussed below. The volume calibration summary for the Existing Conditions AM and PM *SimTraffic* models is identified in **Table 21**.

Volume calibration calculations are included in **Appendix B-10**. Existing Conditions SimTraffic Outputs are included in **Appendix B-12**.

Table 21: Volume Calibration Summary

| Peak Period | Calibration Measure | Evaluation | Criteria | Total Number Evaluated | Total Number Met | Percent Met | Target Criteria | Target Met |
|-------------|---------------------|--|---|------------------------|------------------|-------------|-----------------|------------|
| AM | Volume (vph) | Intersection Turning Movements in SimTraffic | Within ± 20% for < 100 vph Within ± 15% for ≥ 100 vph to < 300 vph Within ± 10% for ≥ 300 vph to < 1000 vph Within ± 5% for ≥ 1000 vph | 52 | 48 | 92.31% | 85% | Yes |
| PM | Volume (vph) | Intersection Turning Movements in SimTraffic | Within ± 20% for < 100 vph Within ± 15% for ≥ 100 vph to < 300 vph Within ± 10% for ≥ 300 vph to < 1000 vph Within ± 5% for ≥ 1000 vph | 49 | 48 | 97.96% | 85% | Yes |

6.5 Intersection Operations: 2024 Existing Conditions

Traffic operations analyses were conducted using SimTraffic to evaluate overall performance of the study intersections within the corridor. SimTraffic run outputs were also used to report the maximum queues formed for each intersection approach. Operational analyses were performed at each of the study intersections for the Existing 2024 Conditions scenario.

Microsimulation Delay in sec/veh were reported from SimTraffic for all the signalized and unsignalized intersections. **Table 22** summarizes the AM and PM peak hour delay for each movement for the study intersections within the Study Area. SimTraffic output sheets are provided in the **Appendix B-12**.

The results from **Table 22** suggest that the following intersections operate with an overall delay value that exceeds 35 sec/veh for signalized. These thresholds were used for the existing conditions evaluation because these delays have the potential to increase to unacceptable delays in the future year conditions. Note that intersection delay is reported for each node back to the upstream node in each direction. For closely spaced intersections, delays may be limited due to the short distance between nodes/intersections.

Intersection 1 (SimTraffic Node 1) – Ridge St/Ridge McIntire Rd & W Main Street/ W Water Street/South Street W

- Microsimulation delay of 40.9 sec/veh during the PM peak hour

Intersection 2 (SimTraffic Node 2) – W Main Street at 4th Street NW

- Microsimulation delay of 37.0 sec/veh during the AM peak hour
- Microsimulation delay of 76.8 sec/veh during the PM peak hour

Table 22: Existing (2024) SimTraffic AM and PM Peak Hour Delay (veh/sec)

| Intersection Number and Description | Lane Group | Eastbound | | Westbound | | Northbound | | Southbound | | Overall | |
|--|----------------------|-----------------------|-------------|--------------------------|-------------|----------------------|-------------|----------------------------|-------|---------------------|-------|
| | | AM | PM | AM | PM | AM | PM | AM | PM | AM | PM |
| | | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay |
| 1: Ridge Street at W Main Street/ W Water Street | Movement | W Main Street | | W Water Street | | Ridge Street | | Ridge McIntire Road | | Intersection | |
| | To South Street West | 49.8 | 32.4 | 70.2 | 36.9 | 11.7 | 27.1 | 26.3 | 54.9 | 32.2 | 40.9 |
| | Left | 53.2 | 31.0 | 76.9 | 40.0 | 35.0 | 32.4 | 25.3 | 54.0 | | |
| | Through | 50.9 | 33.9 | 149.7 | 41.6 | 20.3 | 38.0 | 19.2 | 64.5 | | |
| | Right | 4.2 | 13.7 | 7.7 | 2.1 | 22.1 | 34.0 | 18.4 | 65.1 | | |
| Approach | 37.6 | 24.1 | 84.0 | 21.0 | 23.1 | 36.4 | 20.5 | 63.2 | | | |
| 2: W Main Street at 4th St NW | Movement | W Main Street | | W Main Street | | Parking Lot | | 4th Street NW | | Intersection | |
| | Left | 34.5 | 112.1 | 55.2 | 49.7 | 13.4 | 17.8 | 16.3 | 22.1 | 37.0 | 76.8 |
| | Through | 31.9 | 116.0 | 50.2 | 32.4 | 10.0 | 20.7 | 13.3 | 15.1 | | |
| | Right | 27.3 | 119.8 | 41.7 | 24.4 | 3.3 | 7.4 | 9.3 | 12.7 | | |
| Approach | 32.3 | 115.5 | 48.8 | 31.2 | 8.2 | 14.7 | 12.4 | 17.4 | | | |
| 3: Ridge Street at Monticello Avenue | Movement | Parking Lot | | Monticello Avenue | | Ridge Street | | Ridge Street | | Intersection | |
| | Left | 37.3 | 28.6 | 35.6 | 48.8 | 35.5 | --- | 37.5 | 33.5 | 25.2 | 24.8 |
| | Through | 22.4 | 17.2 | 23.4 | --- | 22.9 | 42.4 | 22.6 | 8.3 | | |
| | Right | 5.0 | --- | 20.6 | 13.0 | 18.5 | 37.4 | 17.2 | 8.9 | | |
| Approach | 28.2 | 21.5 | 23.4 | 27.5 | 22.4 | 41.6 | 28.7 | 17.4 | | | |
| 4: Ridge McIntire Rd at Preston Avenue | Movement | Preston Avenue | | Preston Avenue | | McIntire Road | | McIntire Road | | Intersection | |
| | Left | 29.5 | 27.8 | 25.3 | 27.5 | 36.1 | 33.0 | 20.1 | 23.0 | 23.9 | 24.5 |
| | Through | 37.2 | 35.5 | 35.0 | 32.7 | 28.8 | 33.6 | 23.3 | 27.1 | | |
| | Right | 4.3 | 5.4 | 3.7 | 3.6 | 2.5 | 2.5 | 15.5 | 19.2 | | |
| Approach | 20.3 | 22.0 | 29.0 | 25.0 | 24.9 | 26.2 | 22.2 | 25.8 | | | |

Queue length, or the distance to which stopped vehicles accumulate in a lane at an intersection, is another performance measure of intersection operations. Lengthy queues may be indicative of intersection capacity or operational issues, such as absence of or insufficient dedicated turn lanes, inefficient signal timings or phasing. A queuing analysis was completed for the study intersections during the AM and PM peak hours. SimTraffic Maximum Queue Lengths in feet were reported for each lane. These queue lengths are based on an average of 10 simulation runs. **Table 23** provides a summary of the maximum queue lengths during the AM and PM peak hours as compared to the available storage bay lengths. The highlighted queue lengths in **Table 23** are the movements where the reported maximum queue length values exceed the storage length available for that turning movement. The SimTraffic output sheets including the maximum queue lengths are included in **Appendix B-12**.

The results presented in **Table 23** indicate that several intersection movements are experiencing heavy demand and queuing. Some of those intersections and the affected movements are summarized below:

Intersection 1: Ridge St/Ridge McIntire Rd & W Main Street/ W Water Street/South Street W

- The eastbound right-turn movement (existing storage bay length of 160-ft) on W Main Street showed a maximum queue length of 276-ft during the PM peak and queues spilling over into the shared lane.
- The eastbound left-turn movement (existing storage bay length of 180-ft) on W Main Street showed a maximum queue of 170-ft during the AM peak and 180-ft during the PM peak.
- The westbound left-turn movement (existing storage bay length of 160-ft) on W Water Street showed a maximum queue length of 160-ft during the AM peak.
- The northbound left-turn movement (existing storage bay length of 180-ft) on Ridge Street showed a maximum queue length of 188-ft during the AM and PM peak.
- The southbound left-turn movement (existing storage bay length of 145-ft) on Ridge McIntire Road showed a maximum queue length of 147-ft and 148-ft during the AM and PM peak, respectively.

Intersection 2: W Main Street at 4th Street NW

- The eastbound through movement on W Main Street experienced significant queuing in the PM peak, reaching 950 feet and extending past the upstream signal.
- The westbound through movement on W Main Street had a queue of 355 feet in the AM peak and 302 feet in the PM peak, with queuing extending to the Ridge Street intersection.

Intersection 3: Ridge Street at Monticello Avenue

- During the AM and PM peak period, the northbound through movement experienced queuing extending past the Dice Street intersection.
- The westbound left-turn movement (existing storage bay length of 190-ft) on Monticello Avenue showed a maximum queue length of 194-ft during the PM peak.
- During the PM peak period, the southbound through movement experienced queuing extending past the W Main Street intersection.

Intersection 4: Ridge McIntire Road at Preston Avenue

- The westbound left-turn movement (existing storage bay length of 90-ft) on Preston Avenue showed a maximum queue length of

- During the AM and PM peaks, northbound queuing on Ridge McIntire Rd reached 582 feet and 581 feet respectively, extending beyond the midblock crosswalk located at the median break. This queuing may pose safety concerns for pedestrians crossing at the midblock location.
- During the AM and PM peak period, the westbound left-turn movement on Preston Ave experienced queuing that exceeded the available storage bay (124 feet).
- During the AM and PM peak period, the southbound left-turn movement on McIntire Rd experienced queuing that exceeded the available storage bay (130 feet).

Table 23: Existing (2024) Conditions Summary of Maximum Queues (feet)

| Intersection Number and Description | Lane Group | Eastbound | | | Westbound | | | Northbound | | | Southbound | | |
|--|-----------------|--|------------|------------|--------------------|------------|------------|---------------------|------------|------------|---------------------|------------|------------|
| | | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM |
| | | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) |
| 1: Ridge Street at W Main Street/ W Water Street | Movement | W Main Street | | | W Water Street | | | Ridge Street | | | Ridge McIntire Road | | |
| | Left | 180 | 170 | 180 | 160 | 160 | 122 | 180 | 188 | 188 | 145 | 147 | 148 |
| | Through | -- | 245 | 312 | -- | 381 | 158 | -- | 281 | 295 | -- | 293 | 542 |
| | Right | 160 | 91 | 276 | 350 | 263 | --- | -- | 250 | 262 | -- | 329 | 561 |
| 2: W Main Street at 4th Street NW | Movement | W Main Street | | | W Main Street | | | Parking Lot | | | 4th Street NW | | |
| | Left | 170 | 153 | 153 | --- | 355 | 302 | --- | 41 | 37 | --- | 118 | 226 |
| | Through | --- | 348 | 950 | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| | Right | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 3: Ridge Street at Monticello Avenue | Movement | Parking Lot | | | Monticello Avenue | | | Ridge Street | | | Ridge Street | | |
| | Left | --- | 48 | 39 | 190 | 155 | 194 | 120 | 32 | --- | --- | 200 | 202 |
| | Through | --- | --- | --- | --- | 84 | 164 | --- | 294 | 376 | --- | 319 | 507 |
| | Right | --- | --- | --- | 415 | 319 | 209 | --- | --- | --- | --- | 357 | 553 |
| 4: Ridge McIntire Road at Preston Avenue | Movement | Preston Avenue | | | Preston Avenue | | | Ridge McIntire Road | | | McIntire Road | | |
| | Left | 230 | 119 | 183 | 90 | 124 | 123 | 120 | 158 | 157 | 130 | 129 | 129 |
| | Through | --- | 142 | 224 | --- | 164 | 166 | --- | 582 | 581 | --- | 236 | 238 |
| | Right | 240 | 19 | 107 | 70 | 66 | 65 | --- | --- | 18 | --- | 225 | 226 |
| | | Maximum queue nearly meets available storage length | | | | | | | | | | | |
| | | Maximum queue meets or exceeds available storage length indicating queue spillover | | | | | | | | | | | |

7 TRAFFIC FORECASTING

The existing traffic volumes were forecasted to the Interim Year 2045 and Future Year 2056, which was determined by the SWG for the improvements suggested by this study. Projecting the traffic volumes at the study intersection to the interim year and design year with an appropriate growth rate was the first step in developing future conditions analysis. The methodology that was followed for development of this growth rate is discussed below.

7.1 Traffic Forecasting Methodology

7.1.1 Pathways for Planning (P4P) Data

Pathways for Planning (P4P) is an interactive mapping and data analysis tool by VDOT, that shows a variety of data including route classification systems, traffic characteristics, safety, improvements, and forecasts. This is an internal VDOT database maintained by the Transportation Mobility and Planning Division (TMPD). The latest version of *Pathways for Planning (P4P) version 24.12* release date January 9, 2025. Outputs from Pathways for Planning include historic data from 2000 through 2023 and projected future year volume data from 2030 to 2045 in 5-year increments based on historical growth. Historic Data was filtered to exclude years 2020 and 2021 due to the COVID pandemic impacting traffic patterns and volumes. Linear growth rates for the Study Area were developed based on this data. Per the guidance provided in VDOT P4P, the minimum growth rate irrespective of the observed historic trends for a corridor shall be 0.5%. Water Street and South Street will have higher growth rates because they have more unused capacity, and as travel demands increase, they can absorb more traffic compared to already congested high volume roads. P4P historical growth rates are shown in **Table 24**.

Table 24: VDOT P4P Growth Rates

| Roadway Segment | P4P Historical and Forecasted Volumes | | | | |
|--|---------------------------------------|-----------|-----------|------------|-----------------|
| | 2015 AADT | 2023 AADT | 2045 AADT | 2056 AADT* | P4P Growth Rate |
| Ridge Street - From W Main St to Monticello Ave | 21,202 | 20,789 | 23,076 | 24,219 | 0.50%** |
| W Main Street/ BUS US 250E - From 4th St SW to Ridge St | 12,585 | 10,852 | 12,046 | 12,643 | 0.50%** |
| Ridge McIntire Road /BUS US 250E - From W Main St to Preston Ave | 23,695 | 21,357 | 24,317 | 25,797 | 0.63% |
| W Water Street - From Ridge St to 1st Street SE | 7,972 | 7,840 | 9,824 | 10,815 | 1.15% |
| South Street - From Ridge St to 2nd St SE | 1,929 | 1,689 | 2,168 | 2,408 | 1.29% |

* Calculated volume based on P4P growth rate calculator

** Actual growth rate is less than minimum recommended; applied minimum growth rate of 0.50%

Support documentation for P4P Growth Rate Outputs can be found in **Appendix B-13**.

7.1.2 Charlottesville-Albemarle Regional Model

The Thomas Jefferson Planning District Commission (TJPCD) outputs from the calibrated and validated Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) Regional Travel Demand Model provides existing daily volumes and future daily volumes. These volumes are based upon the existing and programmed roadway network, land use, and socioeconomic factors for 2015 and future data for 2045. **Table 25** shows the post-processing AADTs for 2045 and 2056 as well as the linear annual growth rates from the CA-MPO Travel Demand Model.

Table 25: TDM Post-Processing Volumes and Growth Rates

| Segment | TDM Output Volumes | | | |
|--|--------------------|-----------|------------|------------------------|
| | 2015 AADT | 2045 AADT | 2056 AADT* | TDM Linear Growth Rate |
| Ridge Street - From W Main St to Monticello Ave | 15,837 | 16,046 | 16,123 | 0.04% |
| W Main Street/ BUS US 250E - From 4th St SW to Ridge St | 12,026 | 12,244 | 12,325 | 0.06% |
| Ridge McIntire Road /BUS US 250E - From W Main St to Preston Ave | 21,708 | 22,843 | 23,274 | 0.17% |
| W Water Street - From Ridge St to 1st Street SE | 11,363 | 11,759 | 11,908 | 0.11% |
| South Street - From Ridge St to 2nd St SE | 2,490 | 2,939 | 3,123 | 0.55% |

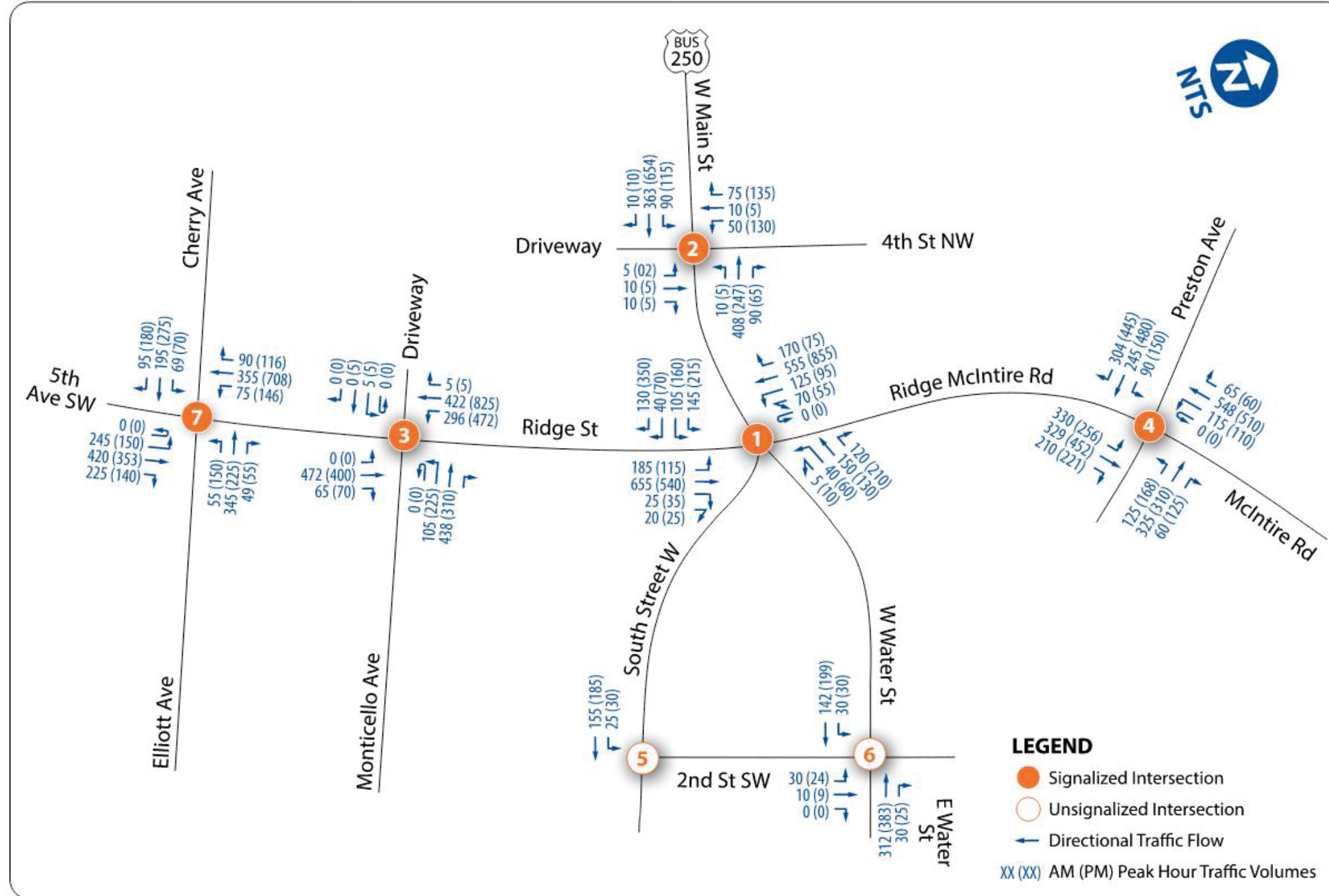
* Calculated volume based on growth rate

Support documentation for TDM Post-Processing Volumes and Growth Rate Outputs can be found in **Appendix B-14**.

7.2 Recommended Growth Rate and Projected Traffic Volumes

The recommended growth rate was determined by reviewing the Pathways for Planning (P4P) recommended growth forecasts, the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) Regional Travel Demand Model, and an understanding of the planned developments in the area. As discussed in **Section 1.1**, there are two sites to be redeveloped in the vicinity of the project that are expected to be constructed before the 2045. **Based on the volumes and growth forecasts, an overall annual growth rate of 0.5% per year is recommended for all approaches to this intersection.** The Traffic Forecasting Growth Rate Approval Form has been submitted with this Memorandum and can be found in **Appendix B-15**. Once approved by VDOT TMPD, this growth will be applied to all roadways within the No-Build and Build models. Project Interim 2045 peak hour volumes are shown in **Figure 19** and Project No Build 2056 peak hour volumes are shown in **Figure 20**.

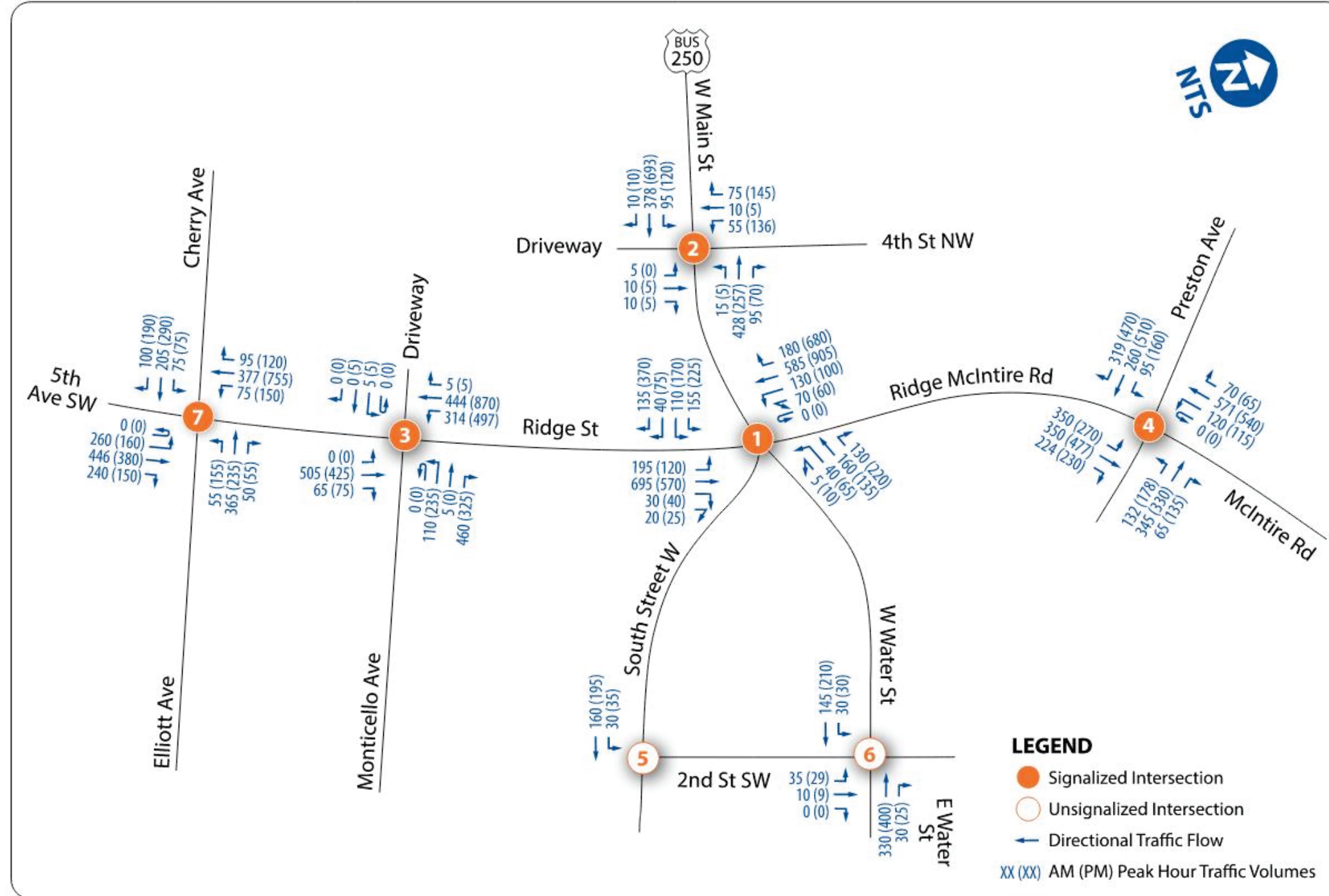
Figure 19: Future Interim (2045) Balanced Peak Hour Traffic Volumes



VDOT STARS
 Virginia Department of Transportation
RIDGE ST/ BUS 250 (W MAIN ST) - W WATER ST
INTERSECTION STUDY
 Charlottesville, VA

2045 INTERIM YEAR PEAK AM (PM) HOUR VOLUMES

Figure 20: Future No Build (2056) Balanced Peak Hour Traffic Volumes



VDOT STARS
 Virginia Department of Transportation
RIDGE ST/ BUS 250 (W MAIN ST) - W WATER ST
INTERSECTION STUDY
 Charlottesville, VA

2056 NO-BUILD DESIGN YEAR PEAK AM (PM) HOUR VOLUMES

8 2045 INTERIM NO-BUILD OPERATIONAL ANALYSIS

Operational analysis was performed at each of the study intersections for the Interim 2045 No-Build Conditions using the methodology described in Section 3 of this report.

8.1 Intersection Operations: 2045 No Build Conditions

A traffic operational analysis was conducted using *SimTraffic* to evaluate overall performance of the study intersections and arterial segments within the corridor.

Microsimulation Delay in sec/veh was reported from *SimTraffic* for all the signalized and unsignalized intersections.

Table 26 provides a summary of the AM and PM peak hour delay for each movement for the study intersections along the study corridor. *SimTraffic* output sheets are provided in the **Appendix C-1**.

Note that intersection delay is reported for each node back to the upstream node in each direction. For closely spaced intersections, delays may be limited due to the short distance between nodes/intersections. The results from **Table 26** suggest that the following intersections operate with an overall delay value that exceeds 35 sec/veh for signalized and 25 sec/veh for unsignalized, which equates to LOS D or greater.

Intersection 1 (SimTraffic Node 1) – Ridge St/Ridge McIntire Rd & W Main Street/ W Water Street/South Street W

- Microsimulation delay of 59.4 sec/veh during the AM peak hour and 91.1 sec/veh during the PM peak hour

Intersection 2 (SimTraffic Node 2) – Parking Lot/4th St NW & W Main St

- Microsimulation delay of 40.1 sec/veh during the AM peak hour and 96.2 sec/veh during the PM peak hour

Intersection 3 (SimTraffic Node 3) – Ridge St & Parking Lot/Monticello Ave

- Microsimulation delay of 47.2 sec/veh during the AM peak hour and 32.0 sec/veh during the PM peak hour

Intersection 4 (SimTraffic Node 4) – Ridge McIntire Rd/McIntire Rd & Preston Ave

- Microsimulation delay of 30.2 sec/veh during the AM peak hour and 89.0 sec/veh during the PM peak hour

Queue length, or the distance to which stopped vehicles accumulate in a lane at an intersection, is another performance measure of intersection operations. Lengthy queues may be indicative of intersection capacity or operational issues, such as absence of or insufficient dedicated turn lanes, inefficient signal timings or phasing. A queuing analysis was completed for the study intersections during the AM and PM peak hours. *SimTraffic* Maximum Queue Lengths in feet were reported for each lane. These queue lengths are based on an average of 10 simulation runs. **Table 27** provides a summary of the maximum queue lengths during the AM and PM peak hours as compared to the available storage bay lengths. The highlighted queue lengths in **Table 27** are the movements where the reported maximum queue length values either meet or exceed the storage length available for that turning movement. The *SimTraffic* output sheets including the maximum queue lengths are included in **Appendix C-1**.

The results presented in **Table 27** indicate that several intersection movements are experiencing heavy demand and queuing. Some of those intersections and the affected movements are summarized below:

Intersection 1 – Ridge St/Ridge McIntire Rd & W Main Street/ W Water Street/South Street W

- Eastbound left-turning movement (storage bay length of 180 ft) showed a maximum queue length of 180 ft during PM peak periods.
- Eastbound right-turning movement (storage bay length of 160 ft) experienced substantial queuing, reaching 303 ft in the PM peak.
- Westbound left-turning movement (storage bay length of 160 ft) showed a queue length of 160 ft in the AM peak.
- Westbound right-turning movement (storage bay length of 350 ft) showed a queue length of 329 ft in the AM peak.
- Northbound left-turning movement (storage bay length of 180 ft) showed a queue length of 188 ft in the AM and PM peak.
- Southbound left-turning movement (storage bay length of 145 ft) showed a queue length of 148 ft in the AM and PM peak.

Intersection 2 – Parking Lot/4th St NW & W Main St

- Eastbound left-turning movement (storage bay length of 170 ft) showed a maximum queue length of 153 ft during the AM and 154 ft. during the PM peak period.

Intersection 3 – Ridge St & Parking Lot/Monticello

- Westbound left-turning movement (storage bay length of 190 ft) showed a queue length of 196 ft in the PM peak.
- Westbound right-turning movement (storage bay length of 415 ft) showed a queue length of 536 ft in the AM peak.

Intersection 4 – Ridge McIntire Rd/McIntire Rd & Preston Ave

- Eastbound left-turning movement (storage bay length of 230 ft) experienced substantial queuing, reaching 213 ft in the PM peak.
- Eastbound right-turning movement (storage bay length of 240 ft) experienced substantial queuing, reaching 236 ft in the PM peak.
- Westbound left-turning movement (storage bay length of 90 ft) showed a queue length of 124 ft in the AM and PM peak.
- Westbound right-turning movement (storage bay length of 70 ft) showed a queue length of 60 ft and 66 ft in the AM and PM peak.
- Northbound left-turning movement (storage bay length of 120 ft) showed a queue length of 157 ft in the AM and PM peak.
- Southbound left-turning movement (storage bay length of 130 ft) showed a queue length of 129 ft. during the AM peak and 130 ft during the PM peak.

Table 26: No-Build (2045) SimTraffic AM and PM Peak Hour Delay (veh/sec)

| Intersection | Lane Group | Eastbound | | Westbound | | Northbound | | Southbound | | Overall | |
|--|---------------|----------------|-------|-------------------|-------|---------------------|-------|---------------------|-------|--------------|-------|
| | | AM | PM | AM | PM | AM | PM | AM | PM | AM | PM |
| | | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay |
| 1: Ridge Street at W Main Street/ W Water Street | Movement | W Main Street | | W Water Street | | Ridge Street | | Ridge McIntire Road | | Intersection | |
| | To South St W | 43.5 | 30.2 | 213.8 | 43.6 | 22.8 | 33.7 | 51.5 | 192.5 | 59.4 | 91.1 |
| | Left | 42.1 | 30.3 | 227.8 | 48.8 | 42.2 | 42.3 | 52.2 | 186.2 | | |
| | Through | 40.1 | 32.1 | 309.5 | 47.7 | 26.6 | 38.0 | 48.8 | 190.3 | | |
| | Right | 39.9 | 50.4 | 55.2 | 3.4 | 24.5 | 33.8 | 57.5 | 198.0 | | |
| | Approach | 40.9 | 39.5 | 203.0 | 25.3 | 29.6 | 38.3 | 51.0 | 190.6 | | |
| 2: W Main Street at 4th St NW | Movement | W Main Street | | W Main Street | | Parking Lot | | 4th Street NW | | | |
| | Left | 43.9 | 152.7 | 54.9 | 62.4 | 16.0 | --- | 15.9 | 26.2 | 40.1 | 96.2 |
| | Through | 37.4 | 153.9 | 51.5 | 30.8 | 13.8 | 19.5 | 16.0 | 25.3 | | |
| | Right | 30.4 | 144.0 | 45.9 | 23.7 | 4.3 | 8.2 | 9.1 | 17.0 | | |
| | Approach | 38.6 | 154.1 | 50.8 | 29.6 | 10.7 | 14.5 | 12.1 | 21.6 | | |
| 3: Ridge Street at Monticello Avenue | Movement | Parking Lot | | Monticello Avenue | | Ridge Street | | Ridge Street | | | |
| | Left | 41.2 | 34.0 | 47.6 | 52.8 | --- | --- | 53.4 | 51.2 | 47.2 | 32.0 |
| | Through | --- | 19.1 | 45.9 | --- | 52.1 | 44.0 | 18.9 | 11.4 | | |
| | Right | --- | --- | 64.6 | 22.1 | 45.6 | 39.7 | 13.9 | 13.4 | | |
| | Approach | 41.2 | 25.9 | 61.4 | 34.9 | 51.3 | 43.4 | 33.2 | 26.1 | | |
| 4: Ridge McIntire Rd at Preston Avenue | Movement | Preston Avenue | | Preston Avenue | | Ridge McIntire Road | | McIntire Road | | | |
| | Left | 28.6 | 56.8 | 32.2 | 38.2 | 55.1 | 43.7 | 23.6 | 165.6 | 30.2 | 89.0 |
| | Through | 37.1 | 67.2 | 35.9 | 34.4 | 35.9 | 36.4 | 27.2 | 170.8 | | |
| | Right | 17.7 | 210.9 | 4.0 | 4.0 | 2.9 | 2.7 | 21.2 | 149.4 | | |
| | Approach | 27.0 | 124.7 | 31.2 | 28.9 | 35.6 | 30.5 | 26.1 | 167.9 | | |

Table 27: No-Build (2045) Conditions Summary of Maximum Queues (feet)

| Intersection Number and Description | Lane Group | Eastbound | | | Westbound | | | Northbound | | | Southbound | | |
|--|-----------------|--|------------|------------|--------------------|------------|------------|--------------------|------------|------------|---------------------|------------|-----|
| | | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM |
| | | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) | | Queue (ft) | |
| 1: Ridge Street at W Main Street/ W Water Street | Movement | W Main Street | | | W Water Street | | | Ridge Street | | | Ridge McIntire Road | | |
| | Left | 180 | 143 | 180 | 160 | 160 | 152 | 180 | 188 | 188 | 145 | 148 | 148 |
| | Through | --- | 163 | 303 | --- | 475 | 242 | --- | 336 | 300 | --- | 536 | 857 |
| | Right | 160 | 163 | 303 | 350 | 329 | 71 | --- | 251 | 236 | --- | 536 | 857 |
| 2: Parking Lot/4th St NW & W Main St | Movement | W Main St | | | | | | | | | W Main St | | |
| | Left | 170 | 153 | 154 | --- | 354 | 309 | --- | 45 | 36 | --- | 114 | 253 |
| | Through | --- | 451 | 956 | --- | | | --- | | | --- | | |
| | Right | --- | | | --- | | | --- | | | --- | | |
| 3: Ridge St & Parking Lot/Monticello Ave | Movement | Parking Lot | | | | | | | | | Monticello Ave | | |
| | Left | --- | 34 | 41 | 190 | 170 | 196 | 120 | --- | --- | --- | 201 | 204 |
| | Through | --- | | | --- | 289 | 254 | --- | 756 | 395 | --- | 202 | 205 |
| | Right | --- | | | 415 | 536 | 258 | --- | | | --- | 202 | 205 |
| 4: Ridge McIntire Rd/McIntire Rd & Preston Ave | Movement | Preston Ave | | | | | | | | | Preston Ave | | |
| | Left | 230 | 110 | 213 | 90 | 124 | 124 | 120 | 157 | 157 | 130 | 129 | 130 |
| | Through | --- | 258 | 1271 | --- | 221 | 236 | --- | 345 | 337 | --- | 323 | 865 |
| | Right | 240 | 24 | 236 | 70 | 60 | 66 | --- | 96 | 43 | --- | 296 | 852 |
| | | Maximum queue nearly meets available storage length | | | | | | | | | | | |
| | | Maximum queue meets or exceeds available storage length indicating queue spillover | | | | | | | | | | | |

9 2045 INTERIM NO-BUILD PEDESTRIAN AND BICYCLE ANALYSIS

9.1 Pedestrian Level of Comfort (PLOC) and Bicycle Level of Traffic Stress (BLTS)

In the 2045 Interim No-Build Condition, the Pedestrian Level of Comfort and the Bicycle Level of Traffic Stress do not change from existing conditions since each of these measures rely on the roadway configuration (sidewalk width, posted speed, buffer type and width). Those conditions do not change in the interim. The average rating within this Study Area remains a BLTS 3 for bicycle facilities and PLOC 2.5 for pedestrian facilities. **Figure 21** shows a map of the locations assessed along with the PLOC segment ratings and **Figure 22** includes the segments assessed along with BLTS segment ratings for the 2045 No-Build Conditions. Improving the pedestrian sidewalk width, buffer width, and installing medians ten (10) feet or wider would increase level of comfort of pedestrians walking through the corridor. Creating buffered or separated bike lanes along primary corridors particularly on Ridge Street would raise awareness of bicyclists in the area and increase the level of comfort for biking through this corridor.

Figure 21: Interim No Build (2045) Pedestrian Level of Comfort Analysis Results

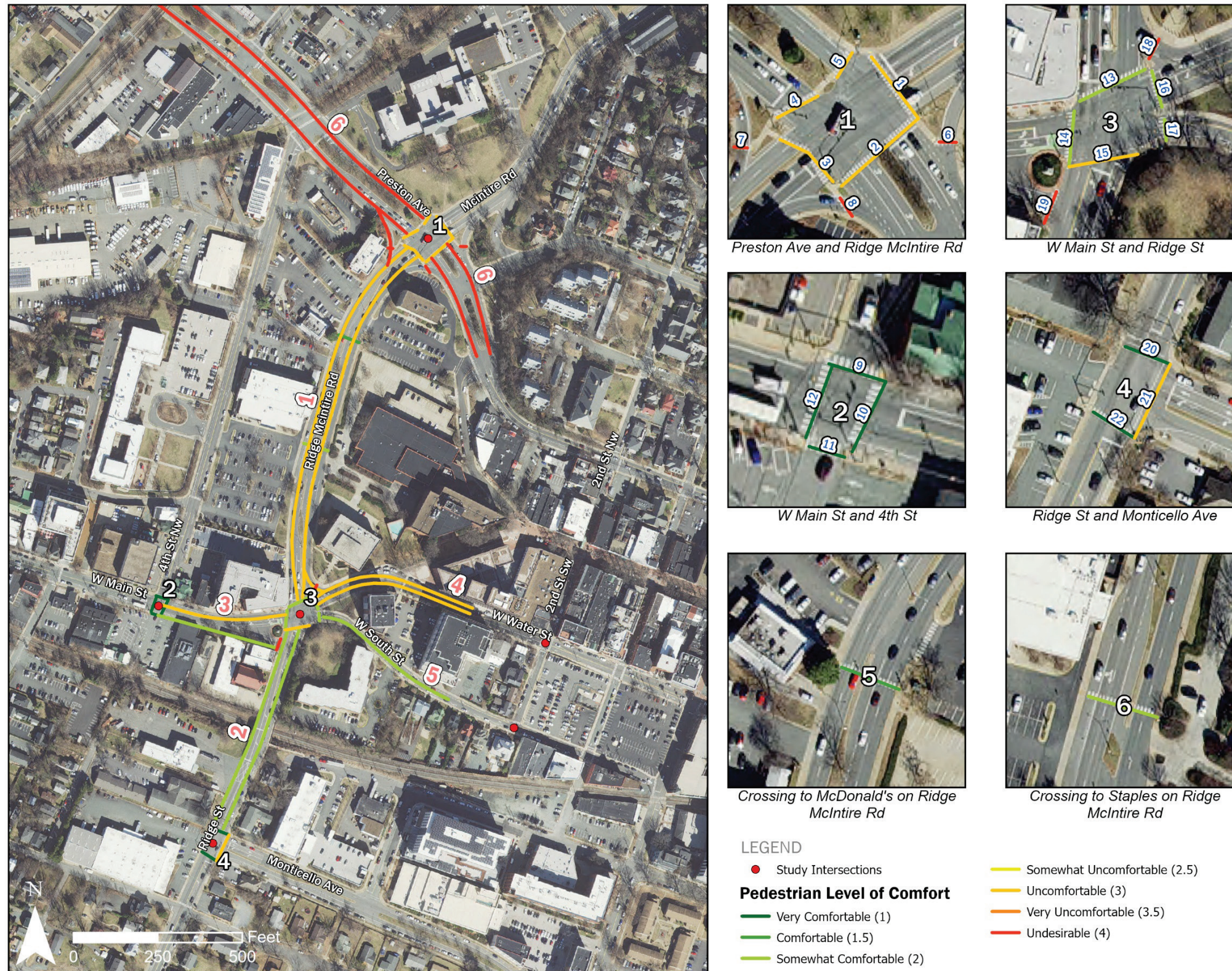


Figure 22: Interim No Build (2045) Bicycle Level of Traffic Stress Analysis Results



9.2 HCM Methodology Quantitative Analysis

9.2.1 Pedestrian Level of Service (LOS)

Table 12 Table 13 Table 12 PLOS was assessed at all existing crossings at seven (7) intersections. There were twenty-nine (29) crossings that were analyzed. The following criteria were used for the pedestrian methodology:

- “Typical Pedestrian”
 - HCM Methodology reflects the average pedestrian and does not reflect the perception of those with disabilities.
- Target Travel Modes
 - HCM Methodology reflects travel by pedestrian walking across one or more legs of a signalized intersection and does not cover other modes (such as scooter).

Delay in sec/person were reported for all crossings at the signalized intersections. There were no crossings for the AM peak hour that had an overall PLOS Score that exceeded 3.50. **Table 28** and **Table 29** summarize the AM and PM peak hour PLOS and delay, respectively, for each crossing at the signalized intersections along the study corridor.

There were no crossings for the AM peak hour that had an overall PLOS Score that exceeded 3.50.

The results from **Table 28** suggest that the following AM peak hour crossings operate with an overall PLOS Score that exceeds 3.50 for the signalized intersections along this corridor. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

There were no crossings for the AM peak hour that had an overall PLOS Score that exceeded 3.50.

Table 28: Interim (2045) Pedestrian Level of Service AM Peak Hour

| Int # | Existing Crossing # | Location | AM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------|-----|---------------|-----|----------------|-----|----------------|-----|--------------------|-----|
| | | | East Crossing | | West Crossing | | North Crossing | | South Crossing | | Northwest Crossing | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 2.47 | B | 2.54 | C | 2.60 | C | 2.64 | C | 2.21 | B |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 2.10 | B | 2.19 | B | 1.89 | B | 1.76 | B | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 2.47 | B | 1.72 | B | 2.51 | C | 2.41 | B | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 3.11 | C | 3.03 | C | 2.67 | C | 2.80 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliot Avenue | 2.34 | B | 2.57 | C | 2.54 | C | 2.76 | C | | |

The results from **Table 29** suggest that there are no crossings for the PM peak hour that had an overall PLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 29: Interim (2045) Pedestrian Level of Service PM Peak Hour

| Int # | Existing Crossing # | Location | PM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------|-----|---------------|-----|----------------|-----|----------------|-----|--------------------|-----|
| | | | East Crossing | | West Crossing | | North Crossing | | South Crossing | | Northwest Crossing | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 2.35 | B | 2.36 | B | 2.65 | C | 2.60 | C | 2.10 | B |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 2.19 | B | 2.23 | B | 1.86 | B | 1.74 | B | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 2.14 | B | 1.72 | B | 2.37 | B | 2.36 | B | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 3.02 | C | 2.77 | C | 2.64 | C | 2.67 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliot Avenue | 2.23 | B | 2.30 | B | 2.53 | C | 2.72 | C | | |

9.2.1.1 Summary

In summary, all of the PLOS results were LOS C or better. Furthermore, the delay value for all of the signalized intersections is shown in **Appendix C-2**.

9.2.2 Bicycle Level of Service (BLOS)

- BLOS was assessed at all existing bicycle lanes for signalized intersections. There were twelve (12) bike lanes that were analyzed. The following criteria were used for the bicycle methodology:
 - Shared or exclusive bicycle lanes
 - HCM Methodology evaluates the service or established bicycle lanes.
- Target Travel Modes
 - HCM Methodology reflects travel by bicycle through the signalized intersection and does not cover other modes (such as motorized bicycles).

Table 30 and **Table 31** summarizes the AM and PM peak hour BLOS and delay, respectively, for each crossing at the signalized intersections within the Study Area. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

The results from **Table 30** suggest that there are no crossings for the AM peak hour that had an overall BLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 30: Interim (2045) Bicycle Level of Service for AM Peak Hour

| Int # | Existing Crossing # | Location | AM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------------|-----|---------------------|-----|----------------------|-----|----------------------|-----|--------------------------|-----|
| | | | Eastbound Bike Lane | | Westbound Bike Lane | | Northbound Bike Lane | | Southbound Bike Lane | | Northwestbound Bike Lane | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 1.24 | A | N/A | N/A | N/A | N/A | N/A | N/A | 2.10 | B |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 1.94 | B | 1.59 | B | N/A | N/A | N/A | N/A | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 0.73 | A | N/A | N/A | N/A | N/A | N/A | N/A | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 2.42 | B | 2.68 | C | N/A | N/A | 2.56 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliott Avenue | 3.19 | C | N/A | N/A | 2.53 | C | 2.72 | C | | |

9.2.2.1 Summary

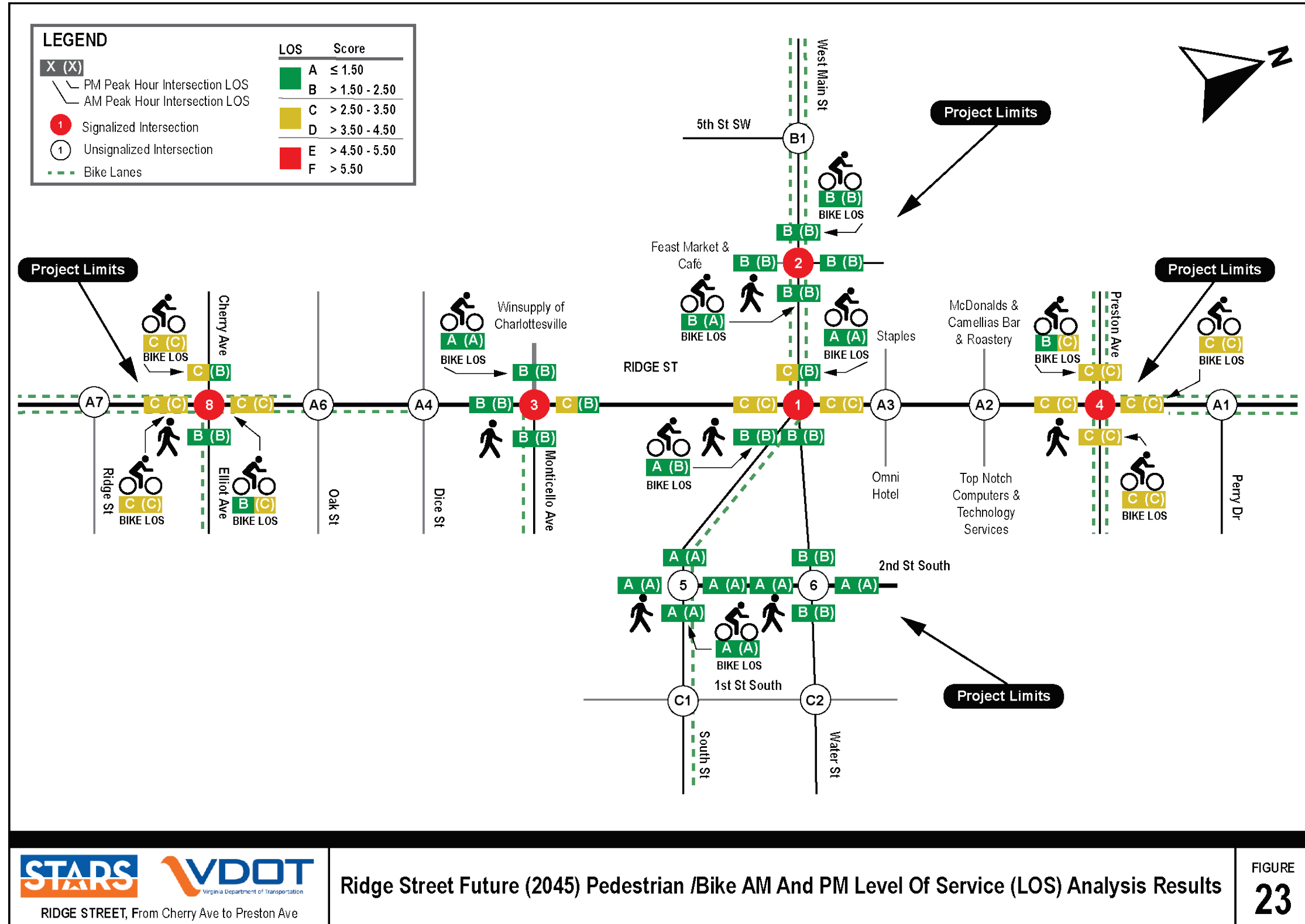
In Summary, all of the BLOS results were equal LOS C or better. Furthermore, the delay value for all the signalized intersections is a minimum of 18.9 sec/bicycle at eastbound West Main Street and 4th Street and the maximum delay of 38.7 sec/bicycle at westbound Ridge Street, Water Street, and South Street as seen in **Appendix C-2. Figure 23** also includes graphic with color coding the BLOS per crossing for both AM and PM peak hours.

The results from **Table 31** suggest that there are no crossings for the PM peak hour that had an overall BLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 31: Interim (2045) Bicycle Level of Service for PM Peak Hour

| Int # | Existing Crossing # | Location | PM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------------|-----|---------------------|-----|----------------------|-----|----------------------|-----|--------------------------|-----|
| | | | Eastbound Bike Lane | | Westbound Bike Lane | | Northbound Bike Lane | | Southbound Bike Lane | | Northwestbound Bike Lane | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 1.81 | B | N/A | N/A | N/A | N/A | N/A | N/A | 1.19 | A |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 2.46 | B | 1.28 | A | N/A | N/A | N/A | N/A | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 0.73 | A | N/A | N/A | N/A | N/A | N/A | N/A | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 2.78 | C | 2.76 | C | N/A | N/A | 2.52 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliott Avenue | 3.47 | C | N/A | N/A | 2.83 | C | 2.85 | C | | |

Figure 23: Interim (2045) Pedestrian and Bicycle Level of Service (LOS) Analysis Results



STARS **VDOT**
Virginia Department of Transportation
RIDGE STREET, From Cherry Ave to Preston Ave

Ridge Street Future (2045) Pedestrian /Bike AM And PM Level Of Service (LOS) Analysis Results

FIGURE
23

10 2056 No-BUILD OPERATIONAL ANALYSIS

Operational analysis was performed at each of the study intersections for the Future 2056 No-Build Conditions using the methodology described in Section 3 of this report.

10.1 Intersection Operations: 2056 No-Build Conditions

A traffic operational analysis was conducted using *SimTraffic* to evaluate overall performance of the study intersections and arterial segments within the corridor.

Microsimulation Delay in sec/veh under the 2056 No-Build scenario was reported from *SimTraffic* for each signalized intersection. **Table 32** provides a summary of the AM and PM peak hour delay for each movement for the study intersections along the study corridor. *SimTraffic* output sheets are provided in the **Appendix C-3**.

Note that intersection delay is reported for each node back to the upstream node in each direction. For closely-spaced intersections, delays may be limited due to the short distance between nodes/intersections. The results from **Table 32** suggest that the following intersections operate with an overall delay value that exceeds 35 sec/veh for signalized and 25 sec/veh for unsignalized, which equates to LOS D or greater.

Intersection 1 (SimTraffic Node 1) – Ridge St/Ridge McIntire Rd & W Main Street/ W Water Street/South Street W

- Microsimulation delay of 86.5 sec/veh during the AM peak hour and 103.6 sec/veh during the PM peak hour

Intersection 2 (SimTraffic Node 2) – Parking Lot/4th St NW & W Main St

- Microsimulation delay of 42.9 sec/veh during the AM peak hour and 98.5 sec/veh during the PM peak hour

Intersection 3 (SimTraffic Node 3) – Ridge St & Parking Lot/Monticello Ave

- Microsimulation delay of 82.9 sec/veh during the AM peak hour and 34.2 sec/veh during the PM peak hour

Intersection 4 (SimTraffic Node 4) – Ridge McIntire Rd/McIntire Rd & Preston Ave

- Microsimulation delay of 38.5 sec/veh during the AM peak hour and 170.6 sec/veh during the PM peak hour

Queue length, or the distance to which stopped vehicles accumulate in a lane at an intersection, is another performance measure of intersection operations. Lengthy queues may be indicative of intersection capacity or operational issues, such as absence of or insufficient dedicated turn lanes, inefficient signal timings or phasing. A queuing analysis was completed for the study intersections during the AM and PM peak hours. *SimTraffic* Maximum Queue Lengths in feet were reported for each lane. These queue lengths are based on an average of 10 simulation runs. **Table 33** provides a summary of the maximum queue lengths during the AM and PM peak hours as compared to the available storage bay lengths. The highlighted queue lengths in **Table 33** are the movements where the reported maximum queue length values either meet or exceed the storage length available for that turning movement. The *SimTraffic* output sheets including the maximum queue lengths are included in **Appendix C-3**.

The results presented in **Table 33** indicate that several intersection movements are expected to experience heavy demand and queuing. Some of those intersections and the affected movements are summarized below:

Intersection 1 – Ridge St/Ridge McIntire Rd & W Main Street/ W Water Street/South Street W

- Eastbound left-turning movement (storage bay length of 180 ft) experienced substantial queuing, reaching 161 ft in the AM peak and maximum queue length of 180 ft. in the PM peak.
- Eastbound right-turning movement (storage bay length of 160 ft) showed a maximum queue length of 226 ft during the AM peak period and 313 ft. during the PM peak period.
- Westbound left-turning movement (storage bay length of 160 ft) showed a queue length of 160 ft during the AM peak period.
- Westbound right-turning movement (storage bay length of 350 ft) showed a queue length of 329 ft in the AM peak.
- Northbound left-turning movement (storage bay length of 180 ft) showed a queue length of 189 ft in the AM and PM peak.
- Southbound left-turning movement (storage bay length of 145 ft) showed a queue length of 148 ft in the AM and PM peak.

Intersection 2 – Parking Lot/4th St NW & W Main St

- Eastbound left-turning movement (storage bay length of 170 ft) showed a maximum queue length of 153 ft during both the AM and PM peak periods.

Intersection 3 – Ridge St & Parking Lot/Monticello

- Westbound left-turning movement (storage bay length of 190 ft) showed a queue length of 197 ft in the PM peak.
- Westbound through movement showed a queue length of 573 ft during the AM peak.
- Westbound right-turning movement (storage bay length of 415 ft) showed a queue length of 622 ft in the AM peak.

Intersection 4 – Ridge McIntire Rd/McIntire Rd & Preston Ave

- Eastbound left-turning movement (storage bay length of 230 ft) experienced substantial queuing, reaching 218 ft in the PM peak.
- Eastbound right-turning movement (storage bay length of 240 ft) experienced substantial queuing, reaching 236 ft in the PM peak.
- Westbound left-turning movement (storage bay length of 90 ft) showed a queue length of 124 ft in the AM and PM peak.
- Westbound right-turning movement (storage bay length of 70 ft) showed a queue length of 65 ft and 67 ft in the AM and PM peak.
- Northbound left-turning movement (storage bay length of 120 ft) showed a queue length of 158 ft and 157 ft in the AM and PM peak.
- Southbound left-turning movement (storage bay length of 130 ft) showed a queue length of 129 ft and 130 ft in the AM and PM peak.

Table 32: No-Build (2056) SimTraffic AM and PM Peak Hour Delay (veh/sec)

| Intersection | Lane Group | Eastbound | | Westbound | | Northbound | | Southbound | | Overall | |
|--|-----------------|-----------------------|-------|--------------------------|-------|----------------------------|-------|----------------------------|-------|---------------------|-------|
| | | AM | PM | AM | PM | AM | PM | AM | PM | AM | PM |
| | | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay |
| 1: Ridge Street at W Main Street/ W Water Street | Movement | W Main Street | | W Water Street | | Ridge Street | | Ridge McIntire Road | | Intersection | |
| | To South St W | 46.2 | 33.1 | 350.3 | 56.6 | 27.5 | 37.1 | 103.1 | 236.3 | 86.5 | 103.6 |
| | Left | 43.6 | 30.4 | 350.2 | 49.0 | 61.1 | 45.5 | 104.0 | 239.3 | | |
| | Through | 44.1 | 33.1 | 447.3 | 43.7 | 29.7 | 38.4 | 102.1 | 231.2 | | |
| | Right | 56.1 | 66.5 | 86.2 | 2.4 | 23.9 | 35.4 | 117.3 | 228.9 | | |
| Approach | 47.9 | 47.0 | 303.8 | 23.6 | 36.0 | 39.4 | 105.2 | 231.7 | | | |
| 2: W Main Street at 4th St NW | Movement | W Main Street | | W Main Street | | Parking Lot | | 4th Street NW | | Intersection | |
| | Left | 41.7 | 157.0 | 67.5 | 54.0 | 19.8 | --- | 16.8 | 33.8 | 42.9 | 98.5 |
| | Through | 37.4 | 158.9 | 59.0 | 33.8 | 18.9 | 20.6 | 15.3 | 30.4 | | |
| | Right | 32.1 | 159.6 | 53.4 | 25.7 | 6.5 | 9.4 | 7.9 | 22.6 | | |
| | Approach | 38.1 | 158.6 | 58.4 | 32.4 | 13.9 | 15.0 | 12.0 | 28.1 | | |
| Approach | 38.1 | 158.6 | 58.4 | 32.4 | 13.9 | 15.0 | 12.0 | 28.1 | | | |
| 3: Ridge Street at Monticello Avenue | Movement | Parking Lot | | Monticello Avenue | | Ridge Street | | Ridge Street | | Intersection | |
| | Left | 46.5 | 34.7 | 75.6 | 53.8 | --- | --- | 66.8 | 57.7 | 82.9 | 34.2 |
| | Through | --- | 22.2 | 84.2 | --- | 122.0 | 45.5 | 16.1 | 11.8 | | |
| | Right | --- | --- | 107.5 | 23.2 | 116.6 | 40.5 | 11.3 | 6.8 | | |
| | Approach | 46.5 | 27.9 | 101.5 | 36.2 | 121.5 | 44.8 | 37.2 | 28.4 | | |
| Approach | 46.5 | 27.9 | 101.5 | 36.2 | 121.5 | 44.8 | 37.2 | 28.4 | | | |
| 4: Ridge McIntire Rd at Preston Avenue | Movement | Preston Avenue | | Preston Avenue | | Ridge McIntire Road | | McIntire Road | | Intersection | |
| | Left | 30.5 | 128.2 | 54.0 | 56.1 | 68.7 | 42.4 | 23.7 | 392.1 | 38.5 | 170.6 |
| | Through | 38.7 | 157.4 | 38.0 | 36.6 | 44.2 | 35.8 | 28.9 | 382.6 | | |
| | Right | 55.6 | 397.1 | 4.8 | 5.2 | 3.1 | 2.6 | 20.7 | 350.5 | | |
| | Approach | 45.5 | 251.0 | 37.8 | 35.2 | 43.5 | 29.9 | 27.4 | 381.7 | | |
| Approach | 45.5 | 251.0 | 37.8 | 35.2 | 43.5 | 29.9 | 27.4 | 381.7 | | | |

Table 33: No-Build (2056) Conditions Summary of Maximum Queues (feet)

| Intersection Number and Description | Lane Group | Eastbound | | | Westbound | | | Northbound | | | Southbound | | |
|--|-----------------|--|------------|------------|--------------------|------------|------------|---------------------|------------|------------|---------------------|------------|------------|
| | | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM |
| | | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) |
| 1: Ridge St/Ridge McIntire Rd & South Street W | Movement | W Main Street | | | W Water Street | | | Ridge Street | | | Ridge McIntire Road | | |
| | Left | 180 | 161 | 180 | 160 | 160 | 146 | 180 | 189 | 189 | 145 | 148 | 148 |
| | Through | --- | 226 | 313 | --- | 470 | 215 | --- | 367 | 318 | --- | 733 | 880 |
| | Right | 160 | 226 | 313 | 350 | 329 | 64 | --- | 338 | 282 | --- | 754 | 883 |
| 2: Parking Lot/4th St NW & W Main St | Movement | W Main Street | | | W Main Street | | | Parking Lot | | | 4th Street NW | | |
| | Left | 170 | 153 | 153 | --- | 353 | 324 | --- | 52 | 36 | --- | 120 | 292 |
| | Through | --- | 460 | 956 | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| | Right | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 3: Ridge St & Parking Lot/Monticello Ave | Movement | Parking Lot | | | Monticello Avenue | | | Ridge Street | | | Ridge Street | | |
| | Left | --- | 37 | 35 | 190 | 183 | 197 | 120 | --- | --- | --- | 203 | 205 |
| | Through | --- | --- | --- | --- | 573 | 307 | --- | 1055 | 420 | --- | 200 | 198 |
| | Right | --- | --- | --- | 415 | 622 | 272 | --- | --- | --- | --- | --- | --- |
| 4: Ridge McIntire Rd/McIntire Rd & Preston Ave | Movement | Preston Avenue | | | Preston Avenue | | | Ridge McIntire Road | | | McIntire Road | | |
| | Left | 230 | 139 | 218 | 90 | 124 | 124 | 120 | 158 | 157 | 130 | 129 | 130 |
| | Through | --- | 442 | 1481 | --- | 277 | 332 | --- | 342 | 340 | --- | 335 | 1393 |
| | Right | 240 | 116 | 236 | 70 | 65 | 67 | --- | 131 | 65 | --- | 323 | 1380 |
| | | Maximum queue nearly meets available storage length | | | | | | | | | | | |
| | | Maximum queue meets or exceeds available storage length indicating queue spillover | | | | | | | | | | | |

11 2056 No-BUILD PEDESTRIAN AND BICYCLE ANALYSIS

11.1 Pedestrian Level of Comfort (PLOC) and Bicycle Level of Traffic Stress (BLTS)

Similar to the 2045 Interim No-Build, the Pedestrian Level of Comfort and the Bicycle Level of Traffic Stress do not change from existing conditions in the 2056 Future Year Condition. It is only with physical changes to the roadway that these measures change.

11.2 HCM Methodology Quantitative Analysis

11.2.1 Pedestrian Level of Service (LOS)

PLOS was assessed at all existing crossings at five (5) signalized intersections. There were twenty (20) crossings that were analyzed. The following criteria were used for the pedestrian methodology:

- “Typical Pedestrian”
 - HCM Methodology reflects the average pedestrian and does not reflect the perception of those with disabilities.
- Target Travel Modes
 - HCM Methodology reflects travel by pedestrian walking across one or more legs of a signalized intersection and does not cover other modes (such as scooters).

Delay in sec/person were reported for all crossings at the signalized intersections. **Table 34** and **Table 35** summarizes the AM and PM peak hour PLOS and delay, respectively, for each crossing at the signalized intersections within the Study Area.

The results from **Table 34** suggest that there are no crossings for the AM peak hour that had an overall PLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 34: Future (2056) Pedestrian Level of Service AM Peak Hour

| Int # | Existing Crossing # | Location | AM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------|-----|---------------|-----|----------------|-----|----------------|-----|--------------------|-----|
| | | | East Crossing | | West Crossing | | North Crossing | | South Crossing | | Northwest Crossing | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 2.5 | B | 2.5 | C | 2.6 | C | 2.7 | C | 2.3 | B |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 2.1 | B | 2.2 | B | 1.9 | B | 1.8 | B | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 2.5 | B | 1.7 | B | 2.5 | C | 2.4 | B | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 3.1 | C | 3.0 | C | 2.7 | C | 2.8 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliot Avenue | 2.4 | B | 2.6 | C | 2.6 | C | 2.8 | C | | |

The results from **Table 35** suggest that there are no crossings for the PM peak hour that had an overall PLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 35: Future (2056) Pedestrian Level of Service PM Peak Hour

| Int # | Existing Crossing # | Location | PM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------|-----|---------------|-----|----------------|-----|----------------|-----|--------------------|-----|
| | | | East Crossing | | West Crossing | | North Crossing | | South Crossing | | Northwest Crossing | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 2.35 | B | 2.36 | B | 2.67 | C | 2.62 | C | 2.14 | B |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 2.21 | B | 2.25 | B | 1.87 | B | 1.74 | B | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 2.14 | B | 1.72 | B | 2.39 | B | 2.38 | B | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 3.03 | C | 2.78 | C | 2.66 | C | 2.68 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliot Avenue | 2.23 | B | 2.32 | B | 2.54 | C | 2.75 | C | | |

11.2.1.1 Summary

In summary, all of the PLOS results were LOS C or better. Furthermore, the delay value for all of the signalized intersections is shown in **Appendix C-4**.

11.2.2 Bicycle Level of Service (BLOS)

BLOS was assessed at all existing bicycle lanes for signalized intersections. There were nine (9) crossings that were analyzed. The following criteria were used for the pedestrian methodology:

- Shared or exclusive bicycle lanes
 - HCM Methodology evaluates the service or established bicycle lanes.
- Target Travel Modes
 - HCM Methodology reflects travel by bicycle through the signalized intersection and does not cover other modes (such as motorized bicycles).

Table 14**Table 36** and

Table 15**Table 37** summarize the AM and PM peak hour BLOS and delay, respectively, for each crossing at the signalized intersections within the Study Area. This threshold was used because these scores have the potential to increase to unacceptable delays in the future-year conditions.

The results from Table 14 **Table 36** suggest that there are no crossings for the AM peak hour that had an overall BLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 36: Future (2056) Bicycle Level of Service for AM Peak Hour

| Int # | Existing Crossing # | Location | AM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------------|-----|---------------------|-----|----------------------|-----|----------------------|-----|--------------------------|-----|
| | | | Eastbound Bike Lane | | Westbound Bike Lane | | Northbound Bike Lane | | Southbound Bike Lane | | Northwestbound Bike Lane | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 1.28 | A | N/A | N/A | N/A | N/A | N/A | N/A | 0.66 | A |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 1.97 | B | 1.64 | B | N/A | N/A | N/A | N/A | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 0.73 | A | N/A | N/A | N/A | N/A | N/A | N/A | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 2.45 | B | 2.71 | C | N/A | N/A | 2.58 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliot Avenue | 3.23 | C | N/A | N/A | 3.33 | C | 2.45 | B | | |

The results from **Table 37** suggest that there are no crossings for the PM peak hour that had an overall BLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

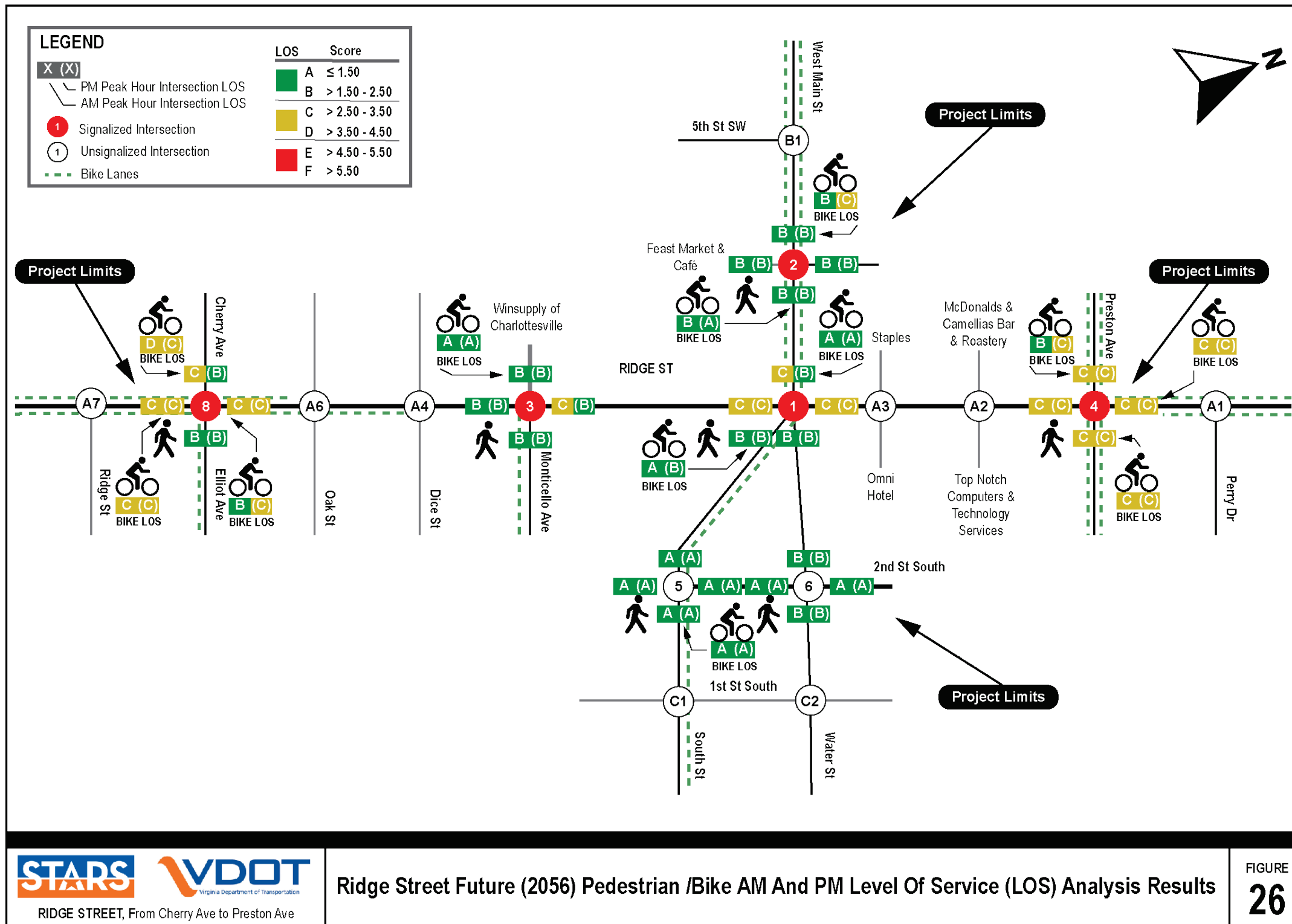
Table 37: Future (2056) Bicycle Level of Service for PM Peak Hour

| Int # | Existing Crossing # | Location | PM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------------|-----|---------------------|-----|----------------------|-----|----------------------|-----|--------------------------|-----|
| | | | Eastbound Bike Lane | | Westbound Bike Lane | | Northbound Bike Lane | | Southbound Bike Lane | | Northwestbound Bike Lane | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 1.87 | B | N/A | N/A | N/A | N/A | N/A | N/A | 1.26 | A |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 2.53 | C | 1.30 | A | N/A | N/A | N/A | N/A | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 0.73 | A | N/A | N/A | N/A | N/A | N/A | N/A | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 2.84 | C | 2.79 | C | N/A | N/A | 2.55 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliot Avenue | 3.52 | D | N/A | N/A | 2.91 | C | 2.90 | C | | |

11.2.2.1 Summary

In summary, all of the BLOS results were equal LOS C or better. Furthermore, the delay value for all the signalized intersections is a minimum of 18.9 sec/bicycle at eastbound West Main Street and 4th Street and the maximum delay of 38.7 sec/bicycle at westbound Ridge Street, Water Street, and South Street as seen in **Appendix C-4. Figure 24** also includes graphical with color coding the BLOS per crossing for both AM and PM peak hours.

Figure 24: Future (2056) Pedestrian and Bicycle Level of Service (LOS) Analysis Results



12 IMPROVEMENT ALTERNATIVES

The proposed improvements at the intersection of Ridge St and W Main St/ W Water Street are primarily driven by a need to address existing and future safety and operational concerns. The alternatives were developed based upon the results of the Existing Conditions, 2045 No-Build, and 2056 No-Build Conditions analyses, field observations, review of prior studies/recommendations, as well as coordination with the VDOT District Office, VDOT TMPD, and the City of Charlottesville.

12.1 Meetings and Coordination

An Alternatives Development Workshop was held with the SWG on May 19, 2025, to discuss the existing operational and safety issues and to discuss the Phase 1 Public Survey results and sentiment analysis and potential improvement alternatives within the study corridor. The discussion during the workshop primarily focused on potential preliminary alternatives. Prior to the meeting, these preliminary alternatives went through initial VJuST and Synchro screenings to determine their viability to address the intersection's operational issues. The following three (3) preliminary alternatives were selected to further develop:

- Alternative 1: One-way Pair for Water St and South St
- Alternative 2: One-way Pair for Water St and South St with Bikeway
- Alternative 3: Roundabout with One-way Pair for Water St and South St

A Citizen Information Meeting was held in an Open House forum on August 14, 2025, to discuss the advanced alternatives with the public and to receive feedback on which alternatives to further progress. Representatives from all stakeholders from the SWG were present at the Open House and openly discussed the three (3) alternatives. A second Public Survey went live on August 14, 2025, and lasted for two weeks closing on August 28, 2025, to gather public input about the three (3) alternatives. The results of this second public survey are provided in **Appendix D-1**.

An Alternatives Evaluation Workshop was held with the SWG on September 9, 2025, to discuss the preliminary evaluation of the alternatives, including the operational and safety analysis as well as the planning level conceptual layouts for each of these alternatives. The goal of the Alternatives Evaluation Workshop was to select the Preferred Alternative to be fully evaluated in this study. The screened alternatives from the Alternatives Development Workshop were further tested for traffic operations improvements, safety improvements as well as potential cost. The analysis results along with the community outreach responses were shared with the SWG, and the pros and cons of each of the screened alternatives were discussed among the SWG. From the discussion, a preferred alternative was selected.

The preferred alternative was derived from the preliminary alternative 2 as well as additional modifications to better align the design with local priorities and operational goals.

A second Community Information Meeting was held in an Open House forum on January 22, 2026, to discuss the advanced alternative with the public and to receive feedback. Representatives from all stakeholders from the SWG were present at the Open House and openly discussed the preferred alternative. A formal comment period was provided January 22 – February 12, 2026, to allow the public additional time to review the Preferred Alternative and submit feedback. The result from the comment period and a summary of all the public engagement for this study are provided in **Appendix D-2**.

12.2 Preliminary Improvement Alternatives (iCAP Stage 1 Analysis)

Both traditional intersection improvements and innovative intersection concepts were considered in the development of potential improvement alternatives. Incorporating innovative intersections into the transportation network is one strategy that VDOT is using to improve safety and mobility for congested corridors. These alternatives were vetted through conceptual layouts as well as a preliminary traffic operations analysis using Synchro and VDOT's Junction Screening Tool (VJuST, Version 1.2). VJuST assists engineers and planners to screen number of innovative intersection and interchange ideas by evaluating the Critical Lane Volume (CLV) and identifies innovative intersection and interchange concepts that have potential to address congestion and safety issues. VJuST reports the maximum volume/capacity ratio considering the complete innovative intersection layout configuration (including any additional intersections as part of the innovative layout). Congestion results are based on user inputs such as turning movement volumes, number of lanes and lane configurations. Safety results are based on conflict points—any points where roadway users' paths can cross with other roadway users. The screened concepts can then be analyzed further for their suitability considering site specific data such as potential right-of-way and utility impacts, potential impacts to adjacent business access points, impacts to the pedestrian movements.

A VJuST screening was performed for the signalized intersections of Ridge Street and W Main Street/W Water Street to determine the effect of and potential applicability of innovative concepts. The VJuST summaries for both the Interim Year (2045) and Future Year (2056) are shown in **Figure 25** and **Figure 28**.

Figure 25: 2045 AM VJuST Results

| VDOT Junction Screening Tool | | | | | |
|---|--|---------|-----|--|-------|
| Results Worksheet | | | | | |
| General Information | | | | | |
| Project Title: | STARS Ridge Street-W Main Street Intersection Study | | | | |
| EW Facility: | W Main Street (BUS US 250)/ W Water Street/ South Street W | | | | |
| NS Facility: | Ridge Street/ Ridge McIntire Road | | | | |
| Date: | AM 2045 Peak | | | | |
| Volumes (veh/hr) | U-Turn / Left | Through | | | Right |
| Eastbound | 250 | 40 | 250 | | 130 |
| Westbound | 45 | 150 | 250 | | 125 |
| Northbound | 185 | 655 | 250 | | 45 |
| Southbound | 195 | 555 | 250 | | 170 |
| General Instructions: All intersection and interchange configurations have a default assumption of one exclusive lane per movement. No results shall be interpreted until the user has verified the lane configurations on each worksheet. | | | | | |

| Intersection Results | | | | | | |
|---|-----|-------------|--|--------------------------------|------------------------------|--|
| Congestion | | | | | | |
| Pedestrian | | | | | | |
| Safety | | | | | | |
| Planning Level Costs | | | | | | |
| Notes | | | | | | |
| Type | Dir | Maximum V/C | Accommodation Compared to Conventional | Weighted Total Conflict Points | Planning Level Cost Category | |
| Conventional | - | 0.58 | | 48 | \$ | |
| Quadrant Roadway | S-W | 0.48 | | 40 | \$\$\$ | |
| Roundabout | - | 0.97 | | 8 | \$\$ | |
| *The continuous green-T is the only three-legged innovative intersection in this tool. To compare the continuous green-T to other innovative intersections, conflicts corresponding with the fourth leg must be removed. This has been done for the conventional intersection. Conflict point diagrams for three-legged and four-legged conventional intersections have been provided on the conventional intersection worksheet for reference. | | | | | | |

| Interchange Results | | | | | | |
|----------------------|-----|-------------|---|--------------------------------|------------------------------|--|
| Congestion | | | | | | |
| Pedestrian | | | | | | |
| Safety | | | | | | |
| Planning Level Costs | | | | | | |
| Notes | | | | | | |
| Type | Dir | Maximum V/C | Accommodation Compared to Traditional Diamond | Weighted Total Conflict Points | Planning Level Cost Category | |
| | | | | | | |

| Information | |
|----------------------|--|
| Congestion | The maximum v/c ratio represents the worst v/c of all zones that make up an intersection. |
| Pedestrian | Compares the potential of each design to accommodate pedestrians based on safety, wayfinding, and delay. Potential is qualitatively defined as better (+), similar (blank cell), or worse (-) than a conventional intersection or traditional diamond interchange. |
| Safety | Weighted Total = (2 x Crossing Conflicts) + Merging Conflicts + Diverging Conflicts |
| Planning Level Costs | Cost category estimates for each intersection/interchange alternative. Some alternatives have choices that affect the resulting cost category (e.g. requirement of a new bridge) that can be configured on the individual input worksheets. |

Figure 26: 2045 PM VJuST Results

| VDOT Junction Screening Tool | | | | | |
|---|--|---------|-----|--|-------|
| Results Worksheet | | | | | |
| General Information | | | | | |
| Project Title: | STARS Ridge Street-W Main Street Intersection Study | | | | |
| EW Facility: | W Main Street (BUS US 250)/ W Water Street/ South Street W | | | | |
| NS Facility: | Ridge Street/ Ridge McIntire Road | | | | |
| Date: | PM 2045 Peak | | | | |
| Volumes (veh/hr) | U-Turn / Left | Through | | | Right |
| Eastbound | 375 | 70 | 375 | | 350 |
| Westbound | 70 | 130 | 375 | | 210 |
| Northbound | 115 | 540 | 375 | | 60 |
| Southbound | 150 | 855 | 375 | | 75 |
| General Instructions: All intersection and interchange configurations have a default assumption of one exclusive lane per movement. No results shall be interpreted until the user has verified the lane configurations on each worksheet. | | | | | |

| Intersection Results | | | | | | |
|---|-----|-------------|--|--------------------------------|------------------------------|--|
| Congestion | | | | | | |
| Pedestrian | | | | | | |
| Safety | | | | | | |
| Planning Level Costs | | | | | | |
| Notes | | | | | | |
| Type | Dir | Maximum V/C | Accommodation Compared to Conventional | Weighted Total Conflict Points | Planning Level Cost Category | |
| Conventional | - | 0.65 | | 48 | \$ | |
| Quadrant Roadway | S-W | 0.60 | | 40 | \$\$\$ | |
| Roundabout | - | 0.96 | | 8 | \$\$ | |
| *The continuous green-T is the only three-legged innovative intersection in this tool. To compare the continuous green-T to other innovative intersections, conflicts corresponding with the fourth leg must be removed. This has been done for the conventional intersection. Conflict point diagrams for three-legged and four-legged conventional intersections have been provided on the conventional intersection worksheet for reference. | | | | | | |

| Interchange Results | | | | | | |
|----------------------|-----|-------------|---|--------------------------------|------------------------------|--|
| Congestion | | | | | | |
| Pedestrian | | | | | | |
| Safety | | | | | | |
| Planning Level Costs | | | | | | |
| Notes | | | | | | |
| Type | Dir | Maximum V/C | Accommodation Compared to Traditional Diamond | Weighted Total Conflict Points | Planning Level Cost Category | |
| | | | | | | |

| Information | |
|----------------------|--|
| Congestion | The maximum v/c ratio represents the worst v/c of all zones that make up an intersection. |
| Pedestrian | Compares the potential of each design to accommodate pedestrians based on safety, wayfinding, and delay. Potential is qualitatively defined as better (+), similar (blank cell), or worse (-) than a conventional intersection or traditional diamond interchange. |
| Safety | Weighted Total = (2 x Crossing Conflicts) + Merging Conflicts + Diverging Conflicts |
| Planning Level Costs | Cost category estimates for each intersection/interchange alternative. Some alternatives have choices that affect the resulting cost category (e.g. requirement of a new bridge) that can be configured on the individual input worksheets. |

Figure 27: 2056 AM VJuST Results

| VDOT Junction Screening Tool | | | | |
|---|--|---------|-------|-----|
| Results Worksheet | | | | |
| General Information | | | | |
| Project Title: | STARS Ridge Street-W Main Street Intersection Study | | | |
| EW Facility: | W Main Street (BUS US 250)/ W Water Street/ South Street W | | | |
| NS Facility: | Ridge Street/ Ridge McIntire Road | | | |
| Date: | AM 2056 Peak | | | |
| Volumes (veh/hr) | U-Turn / Left | Through | Right | |
| Eastbound | 265 | 40 | 265 | 135 |
| Westbound | 45 | 160 | 265 | 130 |
| Northbound | 195 | 695 | 265 | 50 |
| Southbound | 200 | 585 | 265 | 180 |
| General Instructions: All intersection and interchange configurations have a default assumption of one exclusive lane per movement. No results shall be interpreted until the user has verified the lane configurations on each worksheet. | | | | |

| Intersection Results | | | | | | |
|---|-----|-------------|--|--------------------------------|------------------------------|-------|
| Type | Dir | Maximum V/C | Accommodation Compared to Conventional | Weighted Total Conflict Points | Planning Level Cost Category | Notes |
| Conventional | - | 0.62 | | 48 | \$ | |
| Quadrant Roadway | S-W | 0.50 | | 40 | \$\$\$ | |
| Roundabout | - | 1.05 | | 8 | \$\$ | |
| *The continuous green-T is the only three-legged innovative intersection in this tool. To compare the continuous green-T to other innovative intersections, conflicts corresponding with the fourth leg must be removed. This has been done for the conventional intersection. Conflict point diagrams for three-legged and four-legged conventional intersections have been provided on the conventional intersection worksheet for reference. | | | | | | |

| Interchange Results | | | | | | |
|---------------------|-----|-------------|---|--------------------------------|------------------------------|-------|
| Type | Dir | Maximum V/C | Accommodation Compared to Traditional Diamond | Weighted Total Conflict Points | Planning Level Cost Category | Notes |
| | | | | | | |

| Information | |
|----------------------|--|
| Congestion | The maximum v/c ratio represents the worst v/c of all zones that make up an intersection. |
| Pedestrian | Compares the potential of each design to accommodate pedestrians based on safety, wayfinding, and delay. Potential is qualitatively defined as better (+), similar (blank cell), or worse (-) than a conventional intersection or traditional diamond interchange. |
| Safety | Weighted Total = (2 x Crossing Conflicts) + Merging Conflicts + Diverging Conflicts |
| Planning Level Costs | Cost category estimates for each intersection/interchange alternative. Some alternatives have choices that affect the resulting cost category (e.g. requirement of a new bridge) that can be configured on the individual input worksheets. |

Figure 28: 2056 PM VJuST Results

| VDOT Junction Screening Tool | | | | |
|---|--|---------|-------|-----|
| Results Worksheet | | | | |
| General Information | | | | |
| Project Title: | STARS Ridge Street-W Main Street Intersection Study | | | |
| EW Facility: | W Main Street (BUS US 250)/ W Water Street/ South Street W | | | |
| NS Facility: | Ridge Street/ Ridge McIntire Road | | | |
| Date: | PM 2056 Peak | | | |
| Volumes (veh/hr) | U-Turn / Left | Through | Right | |
| Eastbound | 395 | 75 | 395 | 370 |
| Westbound | 75 | 135 | 395 | 220 |
| Northbound | 120 | 570 | 395 | 65 |
| Southbound | 160 | 905 | 395 | 80 |
| General Instructions: All intersection and interchange configurations have a default assumption of one exclusive lane per movement. No results shall be interpreted until the user has verified the lane configurations on each worksheet. | | | | |

| Intersection Results | | | | | | |
|---|-----|-------------|--|--------------------------------|------------------------------|-------|
| Type | Dir | Maximum V/C | Accommodation Compared to Conventional | Weighted Total Conflict Points | Planning Level Cost Category | Notes |
| Conventional | - | 0.68 | | 48 | \$ | |
| Quadrant Roadway | S-W | 0.63 | | 40 | \$\$\$ | |
| Roundabout | - | 1.03 | | 8 | \$\$ | |
| *The continuous green-T is the only three-legged innovative intersection in this tool. To compare the continuous green-T to other innovative intersections, conflicts corresponding with the fourth leg must be removed. This has been done for the conventional intersection. Conflict point diagrams for three-legged and four-legged conventional intersections have been provided on the conventional intersection worksheet for reference. | | | | | | |

| Interchange Results | | | | | | |
|---------------------|-----|-------------|---|--------------------------------|------------------------------|-------|
| Type | Dir | Maximum V/C | Accommodation Compared to Traditional Diamond | Weighted Total Conflict Points | Planning Level Cost Category | Notes |
| | | | | | | |

| Information | |
|----------------------|--|
| Congestion | The maximum v/c ratio represents the worst v/c of all zones that make up an intersection. |
| Pedestrian | Compares the potential of each design to accommodate pedestrians based on safety, wayfinding, and delay. Potential is qualitatively defined as better (+), similar (blank cell), or worse (-) than a conventional intersection or traditional diamond interchange. |
| Safety | Weighted Total = (2 x Crossing Conflicts) + Merging Conflicts + Diverging Conflicts |
| Planning Level Costs | Cost category estimates for each intersection/interchange alternative. Some alternatives have choices that affect the resulting cost category (e.g. requirement of a new bridge) that can be configured on the individual input worksheets. |

12.3 Preliminary Improvement Alternatives

Table 38 provides a matrix identifying the initial screened improvements alternatives at the study intersection. The alternatives consist of geometric improvements, access management, signal timing/phasing improvements, pavement marking and signage improvements, and pedestrian/bicycle accommodations. The improvement alternatives suggested are based upon the VJuST operational analysis, existing crash history and Crash Modification Factors (CMFs), relative cost, constructability, and SWG direction. A description of the preliminary alternatives for the study intersection discussed at the Alternatives Development Workshop and shown at the first citizen Input meeting are included below:

- Enhancing the existing signage at the intersection to improve visibility and clarity for all roadway users. This may involve replacing outdated signs, adding new signs to indicate lane directions, and ensuring all regulatory and warning signs meet current standards. The upgrade will help drivers, cyclists, and pedestrians better understand traffic patterns and rules, which would improve overall safety and reduce confusion.
- Implementing "No Turn on Red" restrictions will prevent vehicles from turning right during a red signal, which enhances pedestrian safety by reducing conflicts at crosswalks. Introducing protected left turns means that left-turning vehicles will only turn when given a dedicated signal, minimizing the risk of collisions with oncoming traffic and pedestrians.
- Adjusting signal timing to optimize traffic flow at the intersection will decrease delays and congestion. Analyzing current traffic volumes and patterns, to set signal phases and cycle lengths that accommodate peak and off-peak demands, improving efficiency for vehicles, cyclists, and pedestrians.
- Recalculating pedestrian signal timing to ensure adequate crossing time to make sure they provide enough time for people of all mobility levels to cross safely.
- Changing W Water Street to a one-way configuration between Ridge Street and 2nd Street SE aims to simplify traffic movements, reduce congestion, and enhance safety by minimizing conflicting turning movements in this segment. This conversion can also provide additional space for bike lanes, parking, or sidewalk improvements.
- Replacing the traditional signalized intersection with a roundabout can improve traffic flow and safety. Roundabouts reduce the number of conflict points, lower vehicle speeds, and decrease the likelihood and severity of collisions. This design is particularly effective for managing congestion and promoting continuous movement.
- Introducing a dedicated bike lane for westbound traffic on W Water Street will provide a safer, separated space for cyclists, encouraging cycling and reducing conflicts with motor vehicles. This improvement supports multimodal transportation and enhances connectivity for the local bike network.
- Adding an additional through lane increases capacity for vehicles traveling straight on W Water Street, helping to alleviate congestion and improve traffic flow during peak hours.
- Providing new parking spaces along W Water Street will increase accessibility for local businesses and residents. On-street parking can also serve as a traffic calming measure by narrowing roadway widths and encouraging slower vehicle speeds.
- Curb bump-outs extend the sidewalk into the parking lane, shortening crossing distances for pedestrians and improving visibility. Adding curb ramps ensures accessibility for wheelchair users and others with mobility challenges, complying with ADA requirements.
- Switching the bike lane direction from westbound contraflow to eastbound aligns with traffic patterns and improves safety by reducing the risk of head-on conflicts between cyclists and vehicles.

- Establishing a protected bikeway along W Main Street will provide a designated route for cyclists, connecting key destinations and integrating with existing bike infrastructure.
- Upgrading the pedestrian island on Water Street will improve safety and comfort for pedestrians waiting to cross. Reconstruction may involve expanding the size and ensuring ADA compliance.
- Reconstruct the channelized right turn on W Main Street will enhance safety for both vehicles and pedestrians. Adding a pedestrian plaza provides a welcoming space for people to gather, improves aesthetics, and encourages foot traffic in the area.
- Moving and re-purposing the statue pedestal allows for better use of public space, potentially improving sightlines and creating opportunities for new art installations or community features. This action can help revitalize the intersection and contribute to placemaking.
- Constructing new ramps that meet ADA standards ensures accessibility for all users. These improvements provide smooth transitions between sidewalk and street, facilitating safe and easy movement throughout the intersection.
- For the roundabout alternative, adding shared use paths to accommodate both pedestrians and cyclists, offering a wide, separated route that enhances safety and connectivity.
- Reconfiguring crosswalks to minimize crossing distances reduces exposure time for pedestrians and increases safety.
- Introducing a dedicated signal phase for bicycles and pedestrians means that these groups will have their own time period during the traffic signal cycle to cross the intersection, separate from vehicle movements. This reduces conflicts between turning vehicles and vulnerable roadway users, allowing cyclists and pedestrians to move safely and confidently.

Figure 29, Figure 30, and Figure 31 show the preliminary alternative concepts developed from the Alternative Development Workshop and were presented at the first Citizens Input Meeting.

12.4 Preferred Improvement Alternatives

Table 38 not only provides a matrix identifying the initial screened improvement alternatives but also shows the final preferred alternative at each intersection selected by the SWG. The alternatives consist of geometric intersection improvements as well as safety improvements at each intersection based upon the operational analysis, safety analysis, relative cost, constructability, and SWG direction.

Figure 32 shows the preferred alternative concept developed from the Alternative Evaluation Workshop and was presented at the second Citizens Input Meeting.

Table 38: Preliminary Improvement Alternatives Matrix

| Improvement | Improvements Matrix | | | |
|--|---------------------------|---------------------------|---------------------------|-------------------------|
| | Preliminary Alternative 1 | Preliminary Alternative 2 | Preliminary Alternative 3 | Preferred Alternative 4 |
| Update signage at intersection | X | X | X | X |
| No Turn on Red and protected left turns | X | X | | X |
| Optimal signal timing | X | X | X | X |
| Recalculate pedestrian signal timing to ensure adequate crossing time | X | X | | X |
| Convert W Water St to a one-way street between Ridge St and 2nd St SE | X | X | X | X |
| Convert signal to a roundabout | | | X | |
| Add westbound dedicated bike lane along W Water St | X | X | X | |
| Add a through lane on W Water St | | | X | |
| Add parking on W Water St | X | X | | |
| Add curb bump-out and curb ramp on W Water St | X | X | | |
| Add curb bump-out and curb ramp on South St W | X | X | X | X |
| Switch bike lane on South St W from westbound (contraflow) to eastbound | X | X | X | |
| Connect contraflow bike lane on South St W to Bikeway | | | | X |
| Add projected bikeway on W Main St | | X | | X |
| Add projected bikeway on W Water St | | | | X |
| Convert bike lanes on W Main St to Sharrows | | | X | |
| Reconstruct pedestrian island on Water St | X | X | | X |
| Reconstruct channelized right turn island along W Main St and add pedestrian plaza | X | X | | X |
| Relocate and re-purpose statue pedestal | X | X | X | X |
| Install new ADA complaint ramps and sidewalk | X | X | X | X |
| Install Shared Use Paths around intersection | | | X | |
| Re-align crosswalks for shorter crossing distances | X | X | | X |
| Phasing Changes – protective/permissive left turns to protective left turns | X | | | X |
| Add dedicated signal phase for bicycles and pedestrians | | X | | |
| Signalize channelize right turn on W Water St | | | | X |
| Update Lane configuration on W Main St | | | X | X |
| Add green bike lane through intersection | | | | X |

Figure 29: Preliminary Alternative 1- One-way Pair for Water St and South St

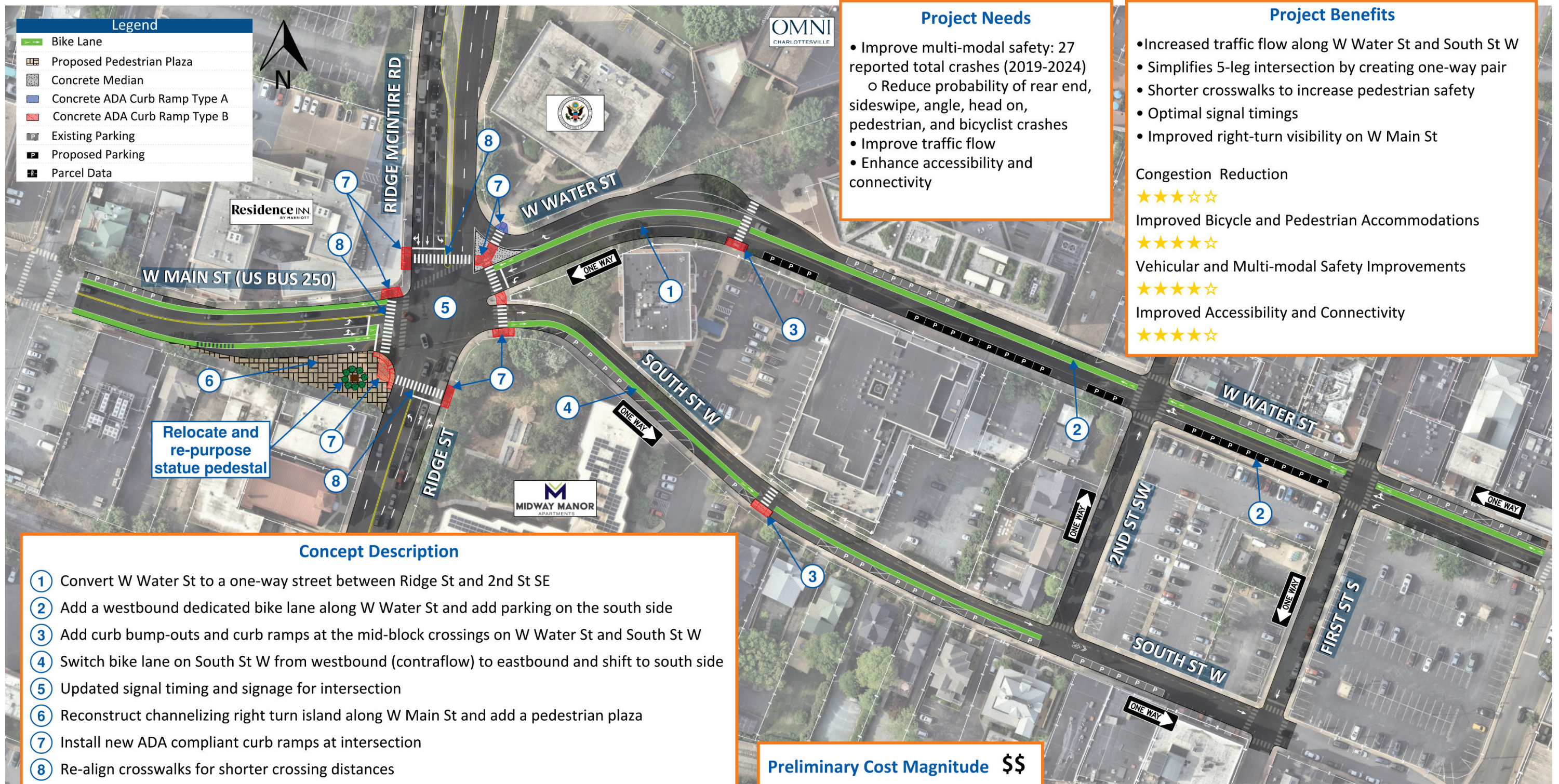


Figure 30: Preliminary Alternative 2 - One-way Pair for Water St and South St with Bikeway

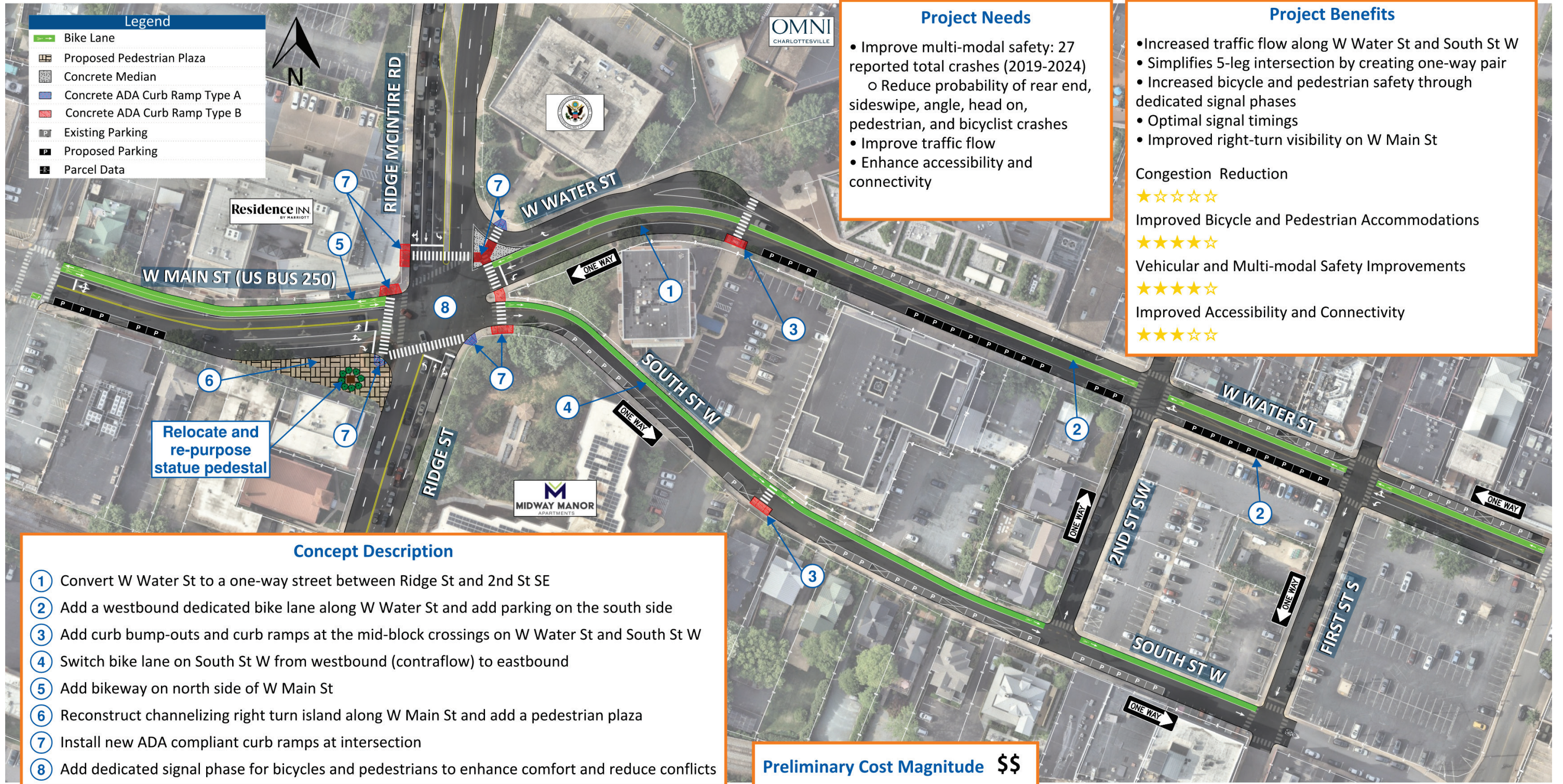


Figure 31: Preliminary Alternative 3 - Roundabout with One-way Pair for Water St and South St

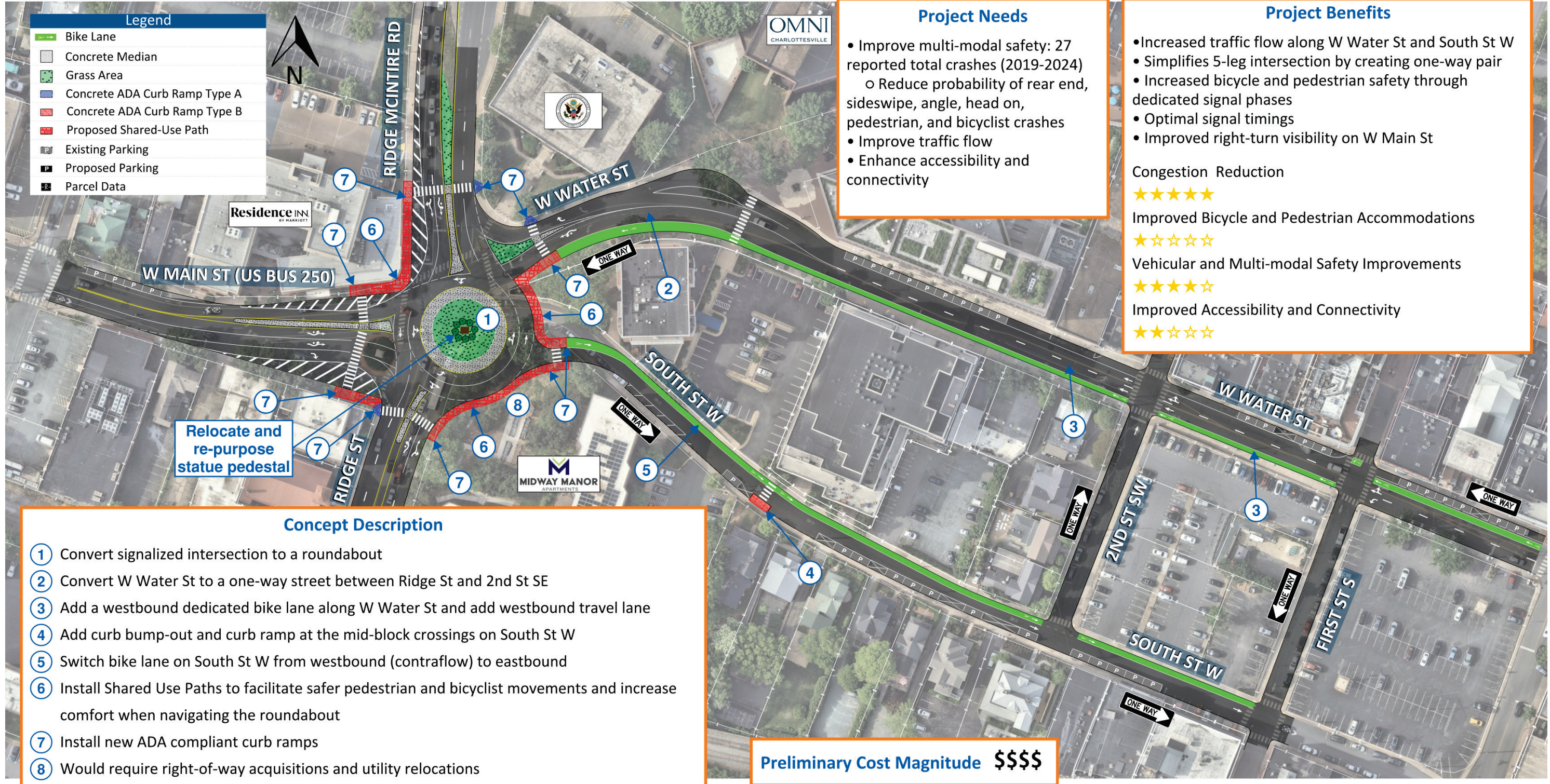
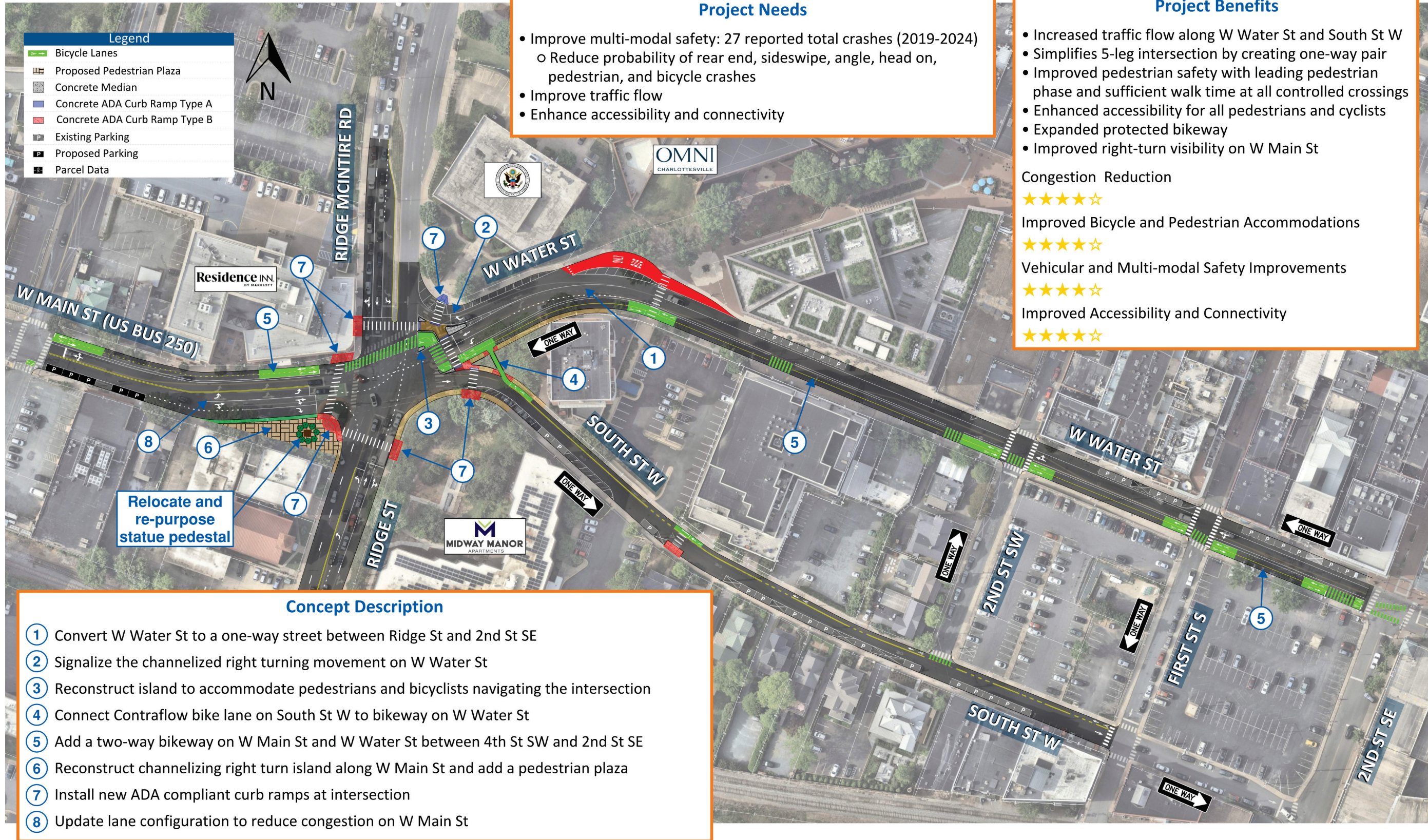


Figure 32: Preferred Alternative - One-way Pair for Water St and South St with Bikeway



13 2045 INTERIM BUILD OPERATIONAL ANALYSIS

After comparing results of the initial modeling, public input, and screening of alternatives, the SWG selected the Preferred Alternative for the intersection. Operational analysis was performed at each of the study intersections for the Future 2045 Conditions using the methodology described in Section 3 of this report.

13.1 Intersection Operations: 2045 Build Conditions

A traffic operational analysis was conducted using *SimTraffic* to evaluate overall performance of the study intersections and arterial segments within the corridor.

Microsimulation Delay in sec/veh were reported from *SimTraffic* for all the signalized and unsignalized intersections. **Table 39** provides a summary of the AM and PM peak hour delay for each movement for the study intersections along the study corridor. *SimTraffic* output sheets are provided in the **Appendix D-3**.

Note that intersection delay is reported for each node back to the upstream node in each direction. For closely spaced intersections, delays may be limited due to the short distance between nodes/intersections. The results from **Table 26** suggest that the following intersections operate with an overall delay value that exceeds 35 sec/veh for signalized and 25 sec/veh for unsignalized, which equates to LOS D or greater.

Intersection 1 (SimTraffic Node 1) – Ridge St/Ridge McIntire Rd & W Main Street/ W Water Street/South Street W

- Microsimulation delay of 38.2 sec/veh during the AM peak hour and 42.7 sec/veh during the PM peak hour

Intersection 2 (SimTraffic Node 2) – Parking Lot/4th St NW & W Main St

- Microsimulation delay of 17.4 sec/veh during the AM peak hour and 77.4 sec/veh during the PM peak hour

Intersection 3 (SimTraffic Node 3) – Ridge St & Parking Lot/Monticello Ave

- Microsimulation delay of 42.4 sec/veh during the AM peak hour and 29.1 sec/veh during the PM peak hour

Intersection 4 (SimTraffic Node 4) – Ridge McIntire Rd/McIntire Rd & Preston Ave

- Microsimulation delay of 28.3 sec/veh during the AM peak hour and 32.6 sec/veh during the PM peak hour

Queue length, or the distance to which stopped vehicles accumulate in a lane at an intersection, is another performance measure of intersection operations. Lengthy queues may be indicative of intersection capacity or operational issues, such as absence of or insufficient dedicated turn lanes, inefficient signal timings or phasing. A queuing analysis was completed for the study intersections during the AM and PM peak hours. *SimTraffic* Maximum Queue Lengths in feet were reported for each lane. These queue lengths are based on an average of 10 simulation runs. **Table 40** provides a summary of the maximum queue lengths during the AM and PM peak hours as compared to the available storage bay lengths. The highlighted queue lengths in **Table 40** are the movements where the reported maximum queue length values either meet or exceed the storage length available for that turning movement. The *SimTraffic* output sheets including the maximum queue lengths are included in **Appendix D-3**.

The results presented in **Table 40** indicate that several intersection movements are expected to experience heavy demand and queuing. Some of those intersections and the affected movements are summarized below:

Intersection 1 – Ridge St/Ridge McIntire Rd & W Main Street/ W Water Street/South Street W

- Eastbound left-turning movement (storage bay length of 180 ft) showed a maximum queue length of 150 ft during AM and PM peak periods.
- Eastbound right-turning movement (storage bay length of 160 ft) showed a maximum queue length of 282 ft in the AM peak and 328 ft in the PM peak.
- Northbound left-turning movement (storage bay length of 150 ft) showed a queue length of 165 ft in the AM peak and 164 ft in the PM peak.
- Southbound left-turning movement (storage bay length of 145 ft) showed a queue length of 160 ft in the AM and PM peak.

Intersection 2 – Parking Lot/4th St NW & W Main St

- Eastbound left-turning movement (storage bay length of 170 ft) showed a maximum queue length of 139 ft during AM peak and 140 ft during the PM peak period.

Intersection 3 – Ridge St & Parking Lot/Monticello

- Westbound left-turning movement (storage bay length of 190 ft) showed a queue length of 187 ft in the AM peak and 197 ft in the PM peak.
- Westbound right-turning movement (storage bay length of 415 ft) showed a queue length of 559 ft in the PM peak.

Intersection 4 – Ridge McIntire Rd/McIntire Rd & Preston Ave

- Eastbound left-turning movement (storage bay length of 230 ft) experienced substantial queuing, reaching 218 ft in the PM peak.
- Eastbound right-turning movement (storage bay length of 240 ft) experienced substantial queuing, reaching 235 ft in the PM peak.
- Westbound left-turning movement (storage bay length of 124 ft) showed a queue length of 124 ft in the AM and PM peak.
- Westbound right-turning movement (storage bay length of 70 ft) showed a queue length of 61 ft and 68 ft in the AM and PM peak.
- Northbound left-turning movement (storage bay length of 120 ft) showed a queue length of 156 ft in the AM peak and 157 ft in the PM peak.
- Southbound left-turning movement (storage bay length of 130 ft) showed a queue length of 129 ft in the PM peak.

Table 39: Build (2045) SimTraffic AM and PM Peak Hour Delay (veh/sec)

| Intersection Number and Description | Lane Group | Eastbound | | Westbound | | Northbound | | Southbound | | Overall | |
|--|--------------------|-----------------------|--------------------------|-----------------------|---------------------|----------------------------|---------------------|----------------------------|---------------------|---------------------|---------------------|
| | | AM | PM | AM | PM | AM | PM | AM | PM | AM | PM |
| | | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay |
| 1: Ridge Street at W Main Street/ W Water Street | Movement | W Main Street | | W Water Street | | Ridge Street | | Ridge McIntire Road | | Intersection | |
| | To South St W | 28.7 | 70.6 | 59.8 | 78.2 | 32.9 | 21.8 | 40.5 | 45.8 | 38.2 | 42.7 |
| | Left | 39.1 | 71.0 | 55.2 | 79.5 | 107.7 | 100.8 | --- | --- | | |
| | Through | 1.6 | 14.8 | 48.5 | 55.5 | 42.2 | 28.4 | 23.8 | 36.2 | | |
| | Right | 11.4 | 43.7 | 2.1 | 2.5 | --- | --- | 25.7 | 39.5 | | |
| Approach | 27.1 | 58.9 | 32.1 | 32.1 | 55.6 | 39.5 | 27.8 | 37.9 | | | |
| 2: W Main Street at 4th St NW | Movement | W Main Street | | W Main Street | | Parking Lot | | 4th Street NW | | Intersection | |
| | Left | 32.5 | 109.5 | 20.0 | 14.6 | 20.2 | --- | 24.9 | 55.5 | 17.4 | 77.4 |
| | Through | 17.0 | 122.5 | 15.6 | 4.1 | 25.9 | 40.8 | 26.6 | 53.8 | | |
| | Right | 14.5 | 116.8 | 11.7 | 2.9 | 6.8 | 36.7 | 12.5 | 39.2 | | |
| | Approach | 20.0 | 120.5 | 15.1 | 4.0 | 16.2 | 38.7 | 18.4 | 47.3 | | |
| Movement | Parking Lot | | Monticello Avenue | | Ridge Street | | Ridge Street | | Intersection | | |
| Left | 66.7 | 38.6 | 98.2 | 47.7 | --- | --- | 10.6 | 32.0 | 42.4 | 29.1 | |
| Through | --- | 33.3 | 78.6 | --- | 37.7 | 44.5 | 4.3 | 17.5 | | | |
| Right | --- | --- | 91.1 | 19.8 | 33.1 | 37.2 | 2.3 | 17.9 | | | |
| Approach | 80.0 | 36.3 | 92.2 | 31.5 | 37.3 | 43.4 | 6.8 | 22.7 | | | |
| 4: Ridge McIntire Rd at Preston Avenue | Movement | Preston Avenue | | Preston Avenue | | Ridge McIntire Road | | McIntire Road | | | Intersection |
| | Left | 36.6 | 38.2 | 37.0 | 43.3 | 26.1 | 41.4 | 28.6 | 53.9 | 28.3 | 32.6 |
| | Through | 40.5 | 49.0 | 41.5 | 45.4 | 20.5 | 34.4 | 42.8 | 35.8 | | |
| | Right | 4.5 | 7.7 | 4.6 | 6.5 | 2.8 | 2.7 | 31.5 | 22.3 | | |
| | Approach | 23.1 | 30.3 | 36.1 | 36.7 | 18.3 | 29.0 | 39.6 | 37.6 | | |

Table 40: Build (2045) SimTraffic AM and PM Peak Hour Delay (veh/sec)

| Intersection Number and Description | Lane Group | Eastbound | | | Westbound | | | Northbound | | | Southbound | | |
|--|-----------------|--|------------|------------|--------------------------|------------|------------|----------------------------|------------|------------|----------------------------|------------|-----|
| | | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM |
| | | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) | | Queue (ft) | |
| 1: Ridge Street at W Main Street/ W Water Street | Movement | W Main Street | | | W Water Street | | | Ridge Street | | | Ridge McIntire Road | | |
| | Left | 180 | 150 | 150 | 120 | 100 | 100 | 150 | 165 | 164 | 145 | 160 | 160 |
| | Through | --- | 282 | 328 | --- | 249 | 282 | --- | 440 | 328 | --- | 344 | 524 |
| | Right | 160 | 282 | 328 | 350 | 16 | 130 | --- | 415 | 280 | --- | 329 | 524 |
| 2: W Main Street at 4th St NW | Movement | W Main Street | | | W Main Street | | | Parking Lot | | | 4th Street NW | | |
| | Left | 170 | 139 | 140 | --- | 338 | 124 | --- | 57 | 50 | --- | 150 | 295 |
| | Through | --- | 287 | 958 | | | | | | | | | |
| | Right | --- | 287 | 958 | | | | | | | | | |
| 3: Ridge St & Parking Lot/Monticello Ave 3: Ridge Street at Monticello Avenue | Movement | Parking Lot | | | Monticello Avenue | | | Ridge Street | | | Ridge Street | | |
| | Left | --- | 43 | 43 | 190 | 187 | 197 | 120 | --- | --- | --- | 198 | 285 |
| | Through | | | | --- | 486 | 269 | --- | 449 | 452 | --- | 189 | 294 |
| | Right | | | | 415 | 559 | 280 | --- | 449 | 452 | --- | 189 | 294 |
| 4: Ridge McIntire Rd/McIntire Rd & Preston Ave | Movement | Preston Avenue | | | Preston Avenue | | | Ridge McIntire Road | | | McIntire Road | | |
| | Left | 230 | 134 | 218 | 90 | 124 | 124 | 120 | 156 | 157 | 130 | 129 | 129 |
| | Through | --- | 148 | 370 | --- | 216 | 302 | --- | 334 | 332 | --- | 362 | 334 |
| | Right | 240 | 23 | 235 | 70 | 61 | 68 | --- | --- | --- | --- | 332 | 302 |
| | | Maximum queue nearly meets available storage length | | | | | | | | | | | |
| | | Maximum queue meets or exceeds available storage length indicating queue spillover | | | | | | | | | | | |

14 2056 BUILD OPERATIONAL ANALYSIS

Operational analysis was performed at each of the study intersections for the Future 2056 Conditions using the methodology described in Section 3 of this report.

14.1 Intersection Operations: 2056 Build Conditions

A traffic operational analysis was conducted using *SimTraffic* to evaluate overall performance of the study intersections and arterial segments within the corridor.

Microsimulation Delay in sec/veh were reported from *SimTraffic* for all the signalized and unsignalized intersections. **Table 41** provides a summary of the AM and PM peak hour delay for each movement for the study intersections along the study corridor. *SimTraffic* output sheets are provided in the **Appendix D-4**.

Note that intersection delay is reported for each node back to the upstream node in each direction. For closely spaced intersections, delays may be limited due to the short distance between nodes/intersections. The results from **Table 41** suggest that the following intersections operate with an overall delay value that exceeds 35 sec/veh for signalized and 25 sec/veh for unsignalized, which equates to LOS D or greater.

Intersection 1 (SimTraffic Node 1) – Ridge St/Ridge McIntire Rd & W Main Street/ W Water Street/South Street W

- Microsimulation delay of 41.2 sec/veh during the AM peak hour and 70.4 sec/veh during the PM peak hour

Intersection 2 (SimTraffic Node 2) – Parking Lot/4th St NW & W Main St

- Microsimulation delay of 16.7 sec/veh during the AM peak hour and 96.6 sec/veh during the PM peak hour

Intersection 3 (SimTraffic Node 3) – Ridge St & Parking Lot/Monticello Ave

- Microsimulation delay of 47.9 sec/veh during the AM peak hour and 37.5 sec/veh during the PM peak hour

Intersection 4 (SimTraffic Node 4) – Ridge McIntire Rd/McIntire Rd & Preston Ave

- Microsimulation delay of 30.2 sec/veh during the AM peak hour and 60.5 sec/veh during the PM peak hour

Queue length, or the distance to which stopped vehicles accumulate in a lane at an intersection, is another performance measure of intersection operations. Lengthy queues may be indicative of intersection capacity or operational issues, such as absence of or insufficient dedicated turn lanes, inefficient signal timings or phasing. A queuing analysis was completed for the study intersections during the AM and PM peak hours. *SimTraffic* Maximum Queue Lengths in feet were reported for each lane. These queue lengths are based on an average of 10 simulation runs. **Table 42** provides a summary of the maximum queue lengths during the AM and PM peak hours as compared to the available storage bay lengths. The highlighted queue lengths in **Table 42** are the movements where the reported maximum queue length values either meet or exceed the storage length available for that turning movement. The *SimTraffic* output sheets including the maximum queue lengths are included in **Appendix D-4**.

The results presented in **Table 42** indicate that several intersection movements are expected to experience heavy demand and queueing. Some of those intersections and the affected movements are summarized below:

Intersection 1 – Ridge St/Ridge McIntire Rd & W Main Street/ W Water Street/South Street W

- Eastbound left-turning movement (storage bay length of 180 ft) showed a maximum queue length of 150 ft during the AM and PM peak periods.
- Eastbound right-turning movement (storage bay length of 160 ft) experienced substantial queuing, reaching 290 ft in the AM peak and 329 ft in the PM peak.
- Westbound left-turning movement (storage bay length of 120 ft) showed a queue length of 100 ft in the AM peak.
- Northbound left-turning movement (storage bay length of 150 ft) showed a queue length of 165 ft in the AM and PM peak.
- Southbound left-turning movement (storage bay length of 145 ft) showed a queue length of 160 ft in the AM and PM peak.

Intersection 2 – Parking Lot/4th St NW & W Main St

- Eastbound left-turning movement (storage bay length of 170 ft) showed a maximum queue length of 140 ft during the AM and PM peak period.

Intersection 3 – Ridge St & Parking Lot/Monticello

- Westbound left-turning movement (storage bay length of 190 ft) showed a queue length of 191 ft in the AM peak and 197 ft in the PM peak.
- Westbound right-turning movement (storage bay length of 415 ft) showed a queue length of 579 ft in the AM peak period.

Intersection 4 – Ridge McIntire Rd/McIntire Rd & Preston Ave

- Eastbound left-turning movement (storage bay length of 230 ft) experienced substantial queuing, reaching 217 ft in the PM peak.
- Eastbound right-turning movement (storage bay length of 240 ft) experienced substantial queuing, reaching 236 ft in the PM peak.
- Westbound left-turning movement (storage bay length of 90 ft) showed a queue length of 124 ft in the AM and PM peak.
- Westbound right-turning movement (storage bay length of 70 ft) showed a queue length of 64 ft and 66 ft in the AM and PM peak.
- Northbound left-turning movement (storage bay length of 120 ft) showed a queue length of 158 ft in the AM peak and 157 ft in the PM peak.
- Southbound left-turning movement (storage bay length of 130 ft) showed a queue length of 129 ft in the AM and in the PM peak.

Table 41: Build (2056) SimTraffic AM and PM Peak Hour Delay (veh/sec)

| Intersection Number and Description | Lane Group | Eastbound | | Westbound | | Northbound | | Southbound | | Overall | |
|--|--------------------|-----------------------|--------------------------|-----------------------|---------------------|----------------------------|---------------------|---------------------------------|---------------------|---------------------|---------------------|
| | | AM | PM | AM | PM | AM | PM | AM | PM | AM | PM |
| | | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay | Delay |
| 1: Ridge Street at W Main Street/ W Water Street | Movement | W Main Street | | W Water Street | | Ridge Street | | Ridge McIntire Road | | Intersection | |
| | To South St W | 28.6 | 74.9 | 57.6 | 92.4 | 31.1 | 22.3 | 48.6 | 108.2 | 41.2 | 70.4 |
| | Left | 40.4 | 74.4 | 59.1 | 94.3 | 119.0 | 108.8 | --- | --- | | |
| | Through | 2.1 | 0.0 | 48.2 | 59.3 | 44.4 | 29.1 | 29.5 | 106.2 | | |
| | Right | 11.0 | 49.2 | 2.2 | 3.1 | --- | --- | 31.2 | 109.5 | | |
| Approach | 27.3 | 63.8 | 31.6 | 36.3 | 58.8 | 41.1 | 33.9 | 106.7 | | | |
| 2: W Main Street at 4th St NW | Movement | W Main Street | | W Main Street | | Parking Lot | | 4th Street NW | | Intersection | |
| | Left | 31.5 | 151.5 | 18.3 | 13.7 | 20.0 | --- | 23.8 | 55.4 | 16.7 | 96.6 |
| | Through | 17.2 | 163.2 | 13.7 | 4.1 | 21.5 | 41.5 | 24.8 | 54.1 | | |
| | Right | 14.8 | 147.7 | 11.5 | 2.4 | 6.7 | 35.2 | 12.9 | 38.3 | | |
| | Approach | 20.0 | 161.4 | 13.4 | 3.9 | 15.1 | 38.0 | 17.8 | 46.5 | | |
| Movement | Parking Lot | | Monticello Avenue | | Ridge Street | | Ridge Street | | Intersection | | |
| Left | 64.1 | 33.1 | 123.8 | 51.5 | --- | --- | 12.4 | 40.4 | 47.9 | 37.5 | |
| Through | --- | 33.1 | 122.2 | --- | 41.2 | 59.4 | 4.4 | 25.7 | | | |
| Right | --- | --- | 108.4 | 20.9 | 37.2 | 49.9 | 2.8 | 21.2 | | | |
| Approach | 64.1 | 33.1 | 111.3 | 33.9 | 40.8 | 57.8 | 7.6 | 31.0 | | | |
| 4: Ridge McIntire Rd at Preston Avenue | Movement | Preston Avnuee | | Preston Avenue | | Ridge McIntire Road | | McIntire Road | | | Intersection |
| | Left | 38.8 | 37.5 | 37.0 | 45.4 | 28.7 | 44.0 | 35.2 | 171.3 | 30.2 | 60.5 |
| | Through | 41.7 | 47.2 | 41.0 | 43.2 | 20.5 | 35.5 | 48.2 | 143.6 | | |
| | Right | 4.8 | 46.8 | 4.9 | 6.4 | 2.7 | 2.7 | 37.6 | 112.0 | | |
| | Approach | 23.2 | 45.7 | 35.6 | 35.9 | 19.5 | 30.4 | 45.2 | 145.4 | | |

Table 42: Build (2056) SimTraffic AM and PM Peak Hour Delay (veh/sec)

| Intersection Number and Description | Lane Group | Eastbound | | | Westbound | | | Northbound | | | Southbound | | |
|--|-----------------|--------------------|------------|------------|--------------------|------------|------------|---------------------|------------|------------|---------------------|------------|-----|
| | | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM | Storage Bay Length | AM | PM |
| | | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) | | Queue (ft) | Queue (ft) | | Queue (ft) | |
| 1: Ridge Street at W Main Street/ W Water Street | Movement | W Main Street | | | W Water Street | | | Ridge Street | | | Ridge McIntire Road | | |
| | Left | 180 | 149 | 150 | 120 | 100 | 100 | 150 | 165 | 165 | 145 | 160 | 160 |
| | Through | --- | 290 | 329 | --- | 249 | 311 | --- | 438 | 339 | --- | 413 | 724 |
| | Right | 160 | 290 | 329 | 350 | 33 | 196 | --- | 406 | 301 | --- | 410 | 738 |
| 2: Parking Lot/4th St NW & W Main St | Movement | W Main Street | | | W Main Street | | | Parking Lot | | | 4th Street NW | | |
| | Left | 170 | 140 | 140 | --- | 324 | 139 | --- | 55 | 41 | --- | 149 | 306 |
| | Through | --- | 329 | 964 | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| | Right | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 3: Ridge St & Parking Lot/Monticello Ave | Movement | Parking Lot | | | Monticello Avenue | | | Ridge Street | | | Ridge Street | | |
| | Left | --- | 36 | 43 | 190 | 191 | 197 | 120 | --- | --- | --- | 212 | 284 |
| | Through | --- | --- | --- | --- | 491 | 351 | --- | 525 | 606 | --- | 213 | 300 |
| | Right | --- | --- | --- | 415 | 579 | 307 | --- | --- | --- | --- | --- | --- |
| 4: Ridge McIntire Rd/McIntire Rd & Preston Ave | Movement | Preston Avenue | | | Preston Avenue | | | Ridge McIntire Road | | | McIntire Road | | |
| | Left | 230 | 118 | 217 | 90 | 124 | 124 | 120 | 158 | 157 | 130 | 129 | 129 |
| | Through | --- | 168 | 652 | --- | 249 | 330 | --- | 336 | 332 | --- | 406 | 751 |
| | Right | 240 | 85 | 236 | 70 | 64 | 66 | --- | 30 | --- | --- | 375 | 736 |
| Maximum queue nearly meets available storage length | | | | | | | | | | | | | |
| Maximum queue meets or exceeds available storage length indicating queue spillover | | | | | | | | | | | | | |

15 2056 BUILD PEDESTRIAN AND BICYCLE ANALYSIS

15.1 Level of Traffic Stress Qualitative Analysis Metrics

During the process of updating the vehicular traffic analysis for the Build conditions, the Pedestrian Level of Comfort (PLOC) and Bicycle Level of Traffic Stress (BLTS) analysis were also updated. The same methodology used for existing conditions was also used for the build conditions, which reviews a high-level performance rating of pedestrian and bicycle facilities. The performance rating is based on the level of pressure or strain experienced by pedestrians, bicyclists, and other sidewalk users. This description of the methodology can be seen in **Chapter 4**.

15.1.1 Pedestrian Level of Comfort (PLOC)

15.1.1.1 Segment Analysis

PLOC was assessed for the segments and intersections shown in the Build Condition. **Table 43** provides the PLOC rating for each of the segments analyzed. **Figure 33** shows a map of the locations assessed along with the PLOC segment ratings.

The PLOC improves for the sidewalk on the north side of W. Main given the additional buffer provided by the two-way separated bike lane. The PLOC also improves on W. Water Street with the addition of on-street parking on the north side and the two-way separated bike lane on the south. The PLOC for South Street does not change.

Table 43: Segment BUILD PLOC Rating

| Segment | Location | Segment Final PLOC Rating | | | |
|---------|------------------------------|---------------------------|----------------|---------------|---------------|
| | | North Sidewalk | South Sidewalk | East Sidewalk | West Sidewalk |
| 3 | W Main Street (4th to Ridge) | PLOC 1 | PLOC 3 | - | - |
| 4 | W Water Street | PLOC 2 | PLOC 1 | - | - |
| 5 | South Street W | PLOC 2 | PLOC 2 | - | - |

15.1.1.2 Crossing Analysis

Table 44 provides the Crossing PLOC rating for each of the crosswalks analyzed. At the Ridge Street/W. Main Intersection, the southern crossing and eastern crossings of Water and South show improvement over existing due to the addition of the high visibility crosswalk on the south side of the intersection, improved ADA curb ramps, leading pedestrian intervals, and fewer travel lanes. The pedestrian crossing at the channelized westbound right turn lane near the Federal Court House also improves due to added signalization at that location.

Table 44: Crossing BUILD PLOC Rating

| Int # | Crosswalk # | Location | Crossing Final PLOC Rating | | | |
|-------|-------------|---|----------------------------|-----------|----------|----------|
| | | | North Leg | South Leg | East Leg | West Leg |
| 2 | 9-12 | W Main Street (BUS US -250E) at 4th Street NW | PLOC 1 | PLOC 1 | PLOC 1 | PLOC 1 |
| 3 | 13-19 | Ridge Street and W Main Street/W Water Street | PLOC 2 | PLOC 2 | PLOC 1 | PLOC 2 |

15.1.2 Bicycle Level of Traffic Stress (BLTS)

Table 45 includes the segments assessed along with the BLTS segment ratings. Additional BLTS evaluation results for both segments are presented in **Figure 33**. The W. Main Street and W. Water Street segments improve BLTS with the addition of the two-way separated bike lane.

Table 45: BLTS Rating

| Int # | Segment # | Location | Segment Final BLTS Rating | | | |
|--------|-----------|--|---------------------------|---------|------|------|
| | | | North | South | East | West |
| 2 to 3 | 3-5 | W Main Street (4 th to Ridge) | BLTS 1 | N/A | - | - |
| 3 | 6-7 | W Water Street | N/A | BLTS 1 | - | - |
| 3 | 8 | South Street West | BLTS 2 | BLTS 2* | - | - |

*This rating is for the southbound shared bike lane

15.1.3 Analysis Summary

The average rating within this Study Area improved as a result of the proposed improvements largely due to the two-way protected bike lane which separates bicyclists from vehicle traffic and also provides an additional buffer for the pedestrians using the sidewalk on the corresponding side of the street. Additionally, the curb ramp improvements and leading pedestrian intervals make the crossings safer for people walking.

Figure 33: Build (2056) Pedestrian Level of Comfort Analysis Results



Figure 34: Build (2056) Bicycle Level of Traffic Stress Analysis Results



15.2 HCM Methodology Quantitative Analysis

15.2.1 Pedestrian Level of Service (LOS)

PLOS was assessed at all existing crossings at five (5) signalized intersections. There were twenty (20) crossings that were analyzed. The following criteria were used for the pedestrian methodology:

- “Typical Pedestrian”
 - HCM Methodology reflects the average pedestrian and does not reflect the perception of those with disabilities.
- Target Travel Modes
 - HCM Methodology reflects travel by pedestrian walking across one or more legs of a signalized intersection and does not cover other modes (such as scooters).

Delay in sec/person were reported for all crossings at the signalized intersections. **Table 46** and **Table 47** summarizes the AM and PM peak hour PLOS and delay, respectively, for each crossing at the signalized intersections within the Study Area.

The results from **Table 46** suggest that there are no crossings for the AM peak hour that had an overall PLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 46: Future Build (2056) Pedestrian Level of Service AM Peak Hour

| Int # | Existing Crossing # | Location | AM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------|-----|---------------|-----|----------------|-----|----------------|-----|--------------------|-----|
| | | | East Crossing | | West Crossing | | North Crossing | | South Crossing | | Northwest Crossing | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 2.38 | B | 2.36 | B | 2.62 | C | 2.66 | C | 2.25 | B |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 2.10 | B | 2.19 | B | 1.89 | B | 1.76 | B | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 2.47 | B | 1.72 | B | 2.51 | C | 2.41 | B | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 3.11 | C | 3.03 | C | 2.67 | C | 2.80 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliott Avenue | 2.34 | B | 2.57 | C | 2.54 | C | 2.76 | C | | |

The results from **Table 47** suggest that there are no crossings for the PM peak hour that had an overall PLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 47: Future Build (2056) Pedestrian Level of Service PM Peak Hour

| Int # | Existing Crossing # | Location | PM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------|-----|---------------|-----|----------------|-----|----------------|-----|--------------------|-----|
| | | | East Crossing | | West Crossing | | North Crossing | | South Crossing | | Northwest Crossing | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 2.27 | B | 2.18 | B | 2.67 | C | 2.62 | C | 2.14 | B |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 2.18 | B | 2.23 | B | 1.86 | B | 1.73 | B | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 2.14 | B | 1.72 | B | 2.37 | B | 2.36 | B | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 3.02 | C | 2.77 | C | 2.64 | C | 2.67 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliott Avenue | 2.23 | B | 2.30 | B | 2.53 | C | 2.72 | C | | |

15.2.1.1 Summary

In summary, all of the PLOS results were LOS C or better. Furthermore, the delay value for all of the signalized intersections is shown in **Appendix D-5**.

15.2.2 Bicycle Level of Service (BLOS)

BLOS was assessed at all existing bicycle lanes for signalized intersections. There were nine (9) crossings that were analyzed. The following criteria were used for the pedestrian methodology:

- Shared or exclusive bicycle lanes
 - HCM Methodology evaluates the service or established bicycle lanes.
- Target Travel Modes
 - HCM Methodology reflects travel by bicycle through the signalized intersection and does not cover other modes (such as motorized bicycles).

Table 48 and **Table 49** summarizes the AM and PM peak hour BLOS and delay, respectively, for each crossing at the signalized intersections within the Study Area. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

The results from **Table 48** suggest that there are no crossings for the AM peak hour that had an overall BLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

Table 48: Future Build (2056) Bicycle Level of Service for AM Peak Hour

| Int # | Existing Crossing # | Location | AM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------------|-----|---------------------|-----|----------------------|-----|----------------------|-----|--------------------------|-----|
| | | | Eastbound Bike Lane | | Westbound Bike Lane | | Northbound Bike Lane | | Southbound Bike Lane | | Northwestbound Bike Lane | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 0.94 | A | 2.16 | B | N/A | N/A | N/A | N/A | 0.56 | A |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 1.94 | B | 1.59 | B | N/A | N/A | N/A | N/A | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 0.73 | A | N/A | N/A | N/A | N/A | N/A | N/A | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 2.42 | B | 2.68 | C | N/A | N/A | 2.56 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliot Avenue | 3.19 | C | N/A | N/A | 3.24 | C | 2.44 | B | | |

Table 49: Future Build (2056) Bicycle Level of Service for PM Peak Hour

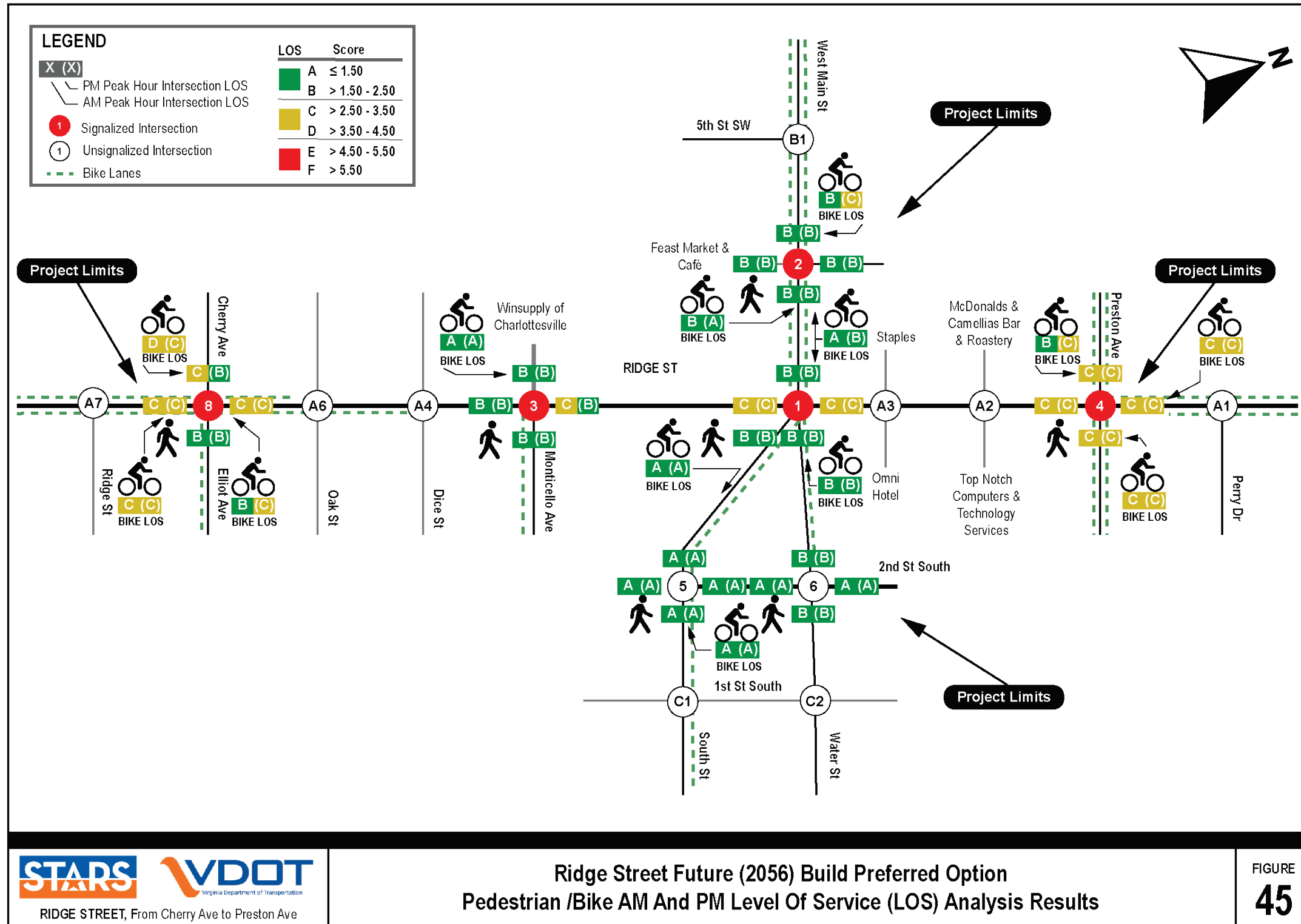
| Int # | Existing Crossing # | Location | PM Peak Hour | | | | | | | | | |
|-------|---------------------|---|---------------------|-----|---------------------|-----|----------------------|-----|----------------------|-----|--------------------------|-----|
| | | | Eastbound Bike Lane | | Westbound Bike Lane | | Northbound Bike Lane | | Southbound Bike Lane | | Northwestbound Bike Lane | |
| | | | Score | LOS | Score | LOS | Score | LOS | Score | LOS | Score | LOS |
| 1 | 3 - A3 & 2-5/6 | Ridge Street - W Main Street (BUS US -250) - Water Street | 1.54 | B | 2.31 | B | N/A | N/A | N/A | N/A | 1.15 | A |
| 2 | 1 - B1 | W Main Street (BUS US -250) at 4th Street NW | 2.46 | B | 1.28 | A | N/A | N/A | N/A | N/A | | |
| 3 | 1 - A4 | Ridge Street at Monticello Avenue | 0.73 | A | N/A | N/A | N/A | N/A | N/A | N/A | | |
| 4 | A1 - A2 | Ridge McIntire Street (BUS US-250) at Preston Avenue | 2.78 | C | 2.76 | C | N/A | N/A | 2.52 | C | | |
| 8 | A6 - A7 | 5th Street SW/Ridge St & Cherry Avenue/Elliot Avenue | 3.47 | C | N/A | N/A | 2.83 | C | 2.85 | C | | |

The results from **Table 49** suggest that there are no crossings for the PM peak hour that had an overall BLOS Score below a C or that exceeded 3.50. This threshold was used because these scores have the potential to increase to unacceptable delays in the future year conditions.

15.2.2.1 Summary

In summary, all of the BLOS results were equal LOS C or better. Furthermore, the delay value for all the signalized intersections is a minimum of 18.9 sec/bicycle at eastbound West Main Street and 4th Street and the maximum delay of 38.7 sec/bicycle at westbound Ridge Street, Water Street, and South Street as seen in **Appendix D-5. Figure 35** also includes graphical with color coding the BLOS per crossing for both AM and PM peak hours.

Figure 35: Future Build (2056) Pedestrian and Bicycle Level of Service (LOS) Analysis Results



STARS **VDOT**
Virginia Department of Transportation
RIDGE STREET, From Cherry Ave to Preston Ave

Ridge Street Future (2056) Build Preferred Option
Pedestrian /Bike AM And PM Level Of Service (LOS) Analysis Results

FIGURE
45

16 PLANNING LEVEL COST ESTIMATES

16.1 Planning Level Cost Estimates

A Planning level cost estimate was developed for the preferred improvement alternative using the *Culpeper District's Detailed Project Cost Estimate Summary, Version 2.1* and the *VDOT Project Estimate Summary Tool Version 3.0*. The cost estimates included Preliminary Engineering (PE), Right-of-Way (ROW) and Utilities relocation, and Construction (CN) costs.

Table 50 provides a summary of the cost estimates using both tools for the preferred alternative proposed and are expressed in year 2032 dollars. The detailed cost estimates are included in **Appendix D-6**.

The planning level cost estimates were developed to get a preliminary idea of the funding requirements for the proposed improvements.

Table 50: Planning Level Cost Estimate (Year 2032 USD)

| Estimating Tool | Location | Cost Estimate | | | |
|---|---|------------------------------|-------------------------------|-------------------|----------------|
| | | Preliminary Engineering (PE) | Right-of-Way/ Utilities (ROW) | Construction (CN) | Total with CEI |
| <i>VDOT Project Estimate Summary Workbook</i> | Ridge Street/ Ridge McIntire Rd at W Main Street/Water Street | \$1,538,676 | \$293,082 | \$7,814,626 | \$9,646,385 |
| <i>VDOT Pre-Quantity Tool (PQT)</i> | Ridge Street/ Ridge McIntire Rd at W Main Street/Water Street | \$2,106,000 | \$445,500 | \$11,025,200 | \$13,576,700 |

17 CRASH REDUCTION ANALYSIS

A crash reduction analysis was conducted for the intersection of Route 104 (Ridge Street/Ridge McIntire Road) and Route 250 (West Main Street). As part of the crash reduction methodology, the SMART SCALE Round 6 CMF list, the VA State Preferred CMF List, *Crash Modification Factor Clearinghouse*⁷, and the *FHWA Desktop Reference for Crash Reduction Factors*⁸ were utilized to calculate the crash reduction associated with the proposed improvements. The Crash Modification Factors (CMFs) were applied to crashes from the study period, November 1st, 2019, to October 31st, 2024, from the *VDOT Crashtools Database*⁹ to determine the expected number of crashes and the percent reduction in crashes for the alternative.

The expected crash reduction was also monetized using *VDOT's Virginia Traffic Crash Costs*¹⁰ to compare the benefits of crash savings with the construction costs.

17.1 Analysis Methodology

The following sections describe the methodology that was used to determine the crash expectancy and cost savings associated with the proposed modifications.

17.1.1 Proposed Roadway Modifications and CMFs

CMFs were selected based on proposed improvements in the preferred alternative. CMFs were selected based on factors such as applicability and quality. Though CMFs for improvements may exist, studies used to generate CMFs are site-specific and must match all factors to the study area. Factors that influence the applicability of CMFs include, but are not limited to, roadway volumes, number of lanes, and surrounding area type. CMFs collected from the *Crash Modification Factor Clearinghouse* also provide a level of star quality that influences selection. Roadway modifications without designated CMFs did not reduce crashes in the analysis; these improvements are not expected to affect crash rates.

Crash Reduction Factors (CRFs) are percentages that illustrate the benefits of proposed improvements. CRFs are calculated by subtracting 1 from the CMF. This number is then multiplied by 100 to find the reduction percentage. CRFs are used in reporting to provide a clearer explanation of the impact of a proposed improvement on related crashes. **Equation 1** below shows the formula for calculating CRFs.

Equation 1. Crash Reduction Factor Calculation

$$CRF = (1 - CMF) * 100$$

The **Appendix D-6** includes the following: 1) the countermeasures proposed, 2) categories of countermeasures obtained from the *CMF* sources, 3) applicable crash type and severity, 4) percent of applicable crashes, and 5) notes for selected CRFs.

⁷ Federal Highway Administration (2017). *Crash Modification Factors Clearinghouse*. Washington, DC. Retrieved from <http://www.cmfclearinghouse.org/>.

⁸ Federal Highway Administration. (2014). *Desktop Reference for Crash Reduction Factors*. Washington, DC. Retrieved from <https://safety.fhwa.dot.gov/tools/crf/resources/fhwasa08011/>.

17.1.2 Applicable Crashes

To determine the impact of the Build improvements on expected crashes, an evaluation of historical crash data (11/01/2019 – 10/31/2024) was conducted. Generally, improvements are unlikely to reduce the frequency of all crashes at a location. As an example, pedestrian-related improvements, such as adding ADA Curb Ramps, would not be expected to reduce vehicle-related crashes. The CMF only applies to pedestrian or bicycle crashes in the specific area of the improvement. Historical crash data was analyzed during the existing conditions phase of the project, including the creation of crash maps and diagrams to help determine the cause of each crash and the applicability of the CMFs.

Crashes over the five years were divided by five to determine the average annual number of crashes at the intersection. This was used as a benchmark (*No Build*) to compare the effects of the improvements on the *Build* conditions. Applicable crashes were multiplied by the CMF to determine the new expected crashes. To calculate the average annual crashes for the Build condition, crash reductions and unaffected crashes were summed.

17.1.3 General Assumptions

Clearinghouse

- CRFs having studies with 3 stars or better were used for application.
- Only applicable and relevant CRF factors were utilized for respective countermeasures. If no applicable category was found, the FHWA Desktop Reference was used. If an applicable CRF was not provided in either source, no CMF was utilized and is shown by N/A in reporting.

FHWA Desktop Reference for Crash Reduction Factors

- Only applicable and relevant CRF factors were utilized for respective countermeasures. If no applicable category was found, no CMF was used and is shown by N/A in reporting.
- Based on the overall setting and city, it was assumed this area was urban.

Crash Reduction Analysis

- Expected crash reductions were compared to existing crash data to determine if the alternatives improved safety.
- Cost savings were determined based on the difference between existing crash costs and expected crash costs.

17.2 Analysis Results

The total crash reduction values for the preferred alternative are provided in **Table 51**. Calculations of specific improvements and their reductions in crashes are presented in the **Appendix D-7**.

⁹ Virginia Department of Transportation. (2017). *Crash Analysis Tool*. Retrieved from https://public.tableau.com/profile/tien.simmons#!/vizhome/Crashtools8_2/Main.

¹⁰ Virginia Department of Transportation. (2025). *Virginia Traffic Crash Costs*. Retrieved from https://www.vdot.virginia.gov/media/vdotvirginiagov/about/strategic-highway-safety-plan/VDOT-Crash-Costs-Memo-2024_10252024_508c_acc08182025_RM.pdf.

Table 51: Total Crash Reduction

| Alternative | Improvements | Total Crashes/Year | Injury Crashes/Year |
|-------------------------------------|--------------------------------------|--------------------|---------------------|
| No Build | N/A | 5.4 | 2.8 |
| One-Way Conversion with Cycle Track | Straighten right-turn lane | 4.56 | 2.13 |
| | Convert to High-Visibility Crosswalk | | |
| | Leading Pedestrian Interval | | |
| | One-Way Conversion | | |
| | Protected Left-turns | | |
| | No Rights On Red | | |
| | Addition of Cycle Track | | |
| Optimize Signals | | | |

ratios for both estimates are provided in the table below. The more conservative estimate has a benefit-cost ratio of 0.69, while the higher cost estimate has a ratio of just under 0.5. While the entire project cost is not covered by the benefit score, approximately half of the construction costs could be covered by crash savings.

Table 53: Benefit Cost Ratio for the Preferred Alternative

| Scenario | Benefit | Cost | Benefit-Cost Ratio |
|-----------------------|----------------|--------------|--------------------|
| Preferred Alternative | \$6,674,441.89 | \$9,646,385 | 0.69 |
| | | \$13,576,700 | 0.49 |

17.2.1 Benefit-Cost Ratio

The benefit of a project is calculated by using *Virginia Specific Crash Costs*. These costs are updated frequently to remain as accurate as possible. The updated costs released in August of 2025 were used in this analysis. Costs are assigned to crash severities, and costs increase as the severity of the crash increases. Comprehensive crash costs are presented in **Table 52**. The difference in crash costs between the *No Build* scenario and the *Build* scenarios is the annual project benefit. Roadway modifications have a service life before replacement or extreme maintenance is needed. The yearly project benefit is multiplied by the service life to determine the total benefit of the improvement.

Table 52: VDOT’s Virginia Specific Crash Costs (2025)

| Crash Severity | Comprehensive Crash Costs |
|----------------|---------------------------|
| K | \$16,842,856 |
| A | \$985,207 |
| B | \$325,011 |
| C | \$188,599 |
| PDO | \$17,130 |

The total benefit of the Build scenario is then compared to the preliminary cost estimate. This helps determine the return on investment. A ratio of one (1) or above indicates that the crash savings have covered the construction costs. The benefit below is the sum of the benefits of the combined set of improvements for the alternative. **Table 53** displays the Benefit-Cost Ratio.

Preliminary costs were estimated using the Culpeper District’s Detailed Project Cost Estimate Summary and VDOT’s Project Estimate Summary tool. This provided a range of \$9 million - \$14 million for construction costs. Benefit-cost

18 CONCLUSIONS AND RECOMMENDATIONS

The STARS Ridge Street and W Main Street/ W Water Street Intersection Study identifies operational, safety, access management and congestion issues along the corridor. This study also evaluates potential mitigation measures and improvement alternatives to address those issues. This study should be used as a planning level document to establish the next steps of planning, programming, designing and constructing the identified safety, operational and access management improvements within the corridor. Following are the specific steps that may be followed:

18.1.1.1.1 GAIN CONSENSUS AND PRIORITIZE IMPROVEMENTS

It is recommended to conduct outreach meetings with stakeholders who were not part of the SWG of this study to gain their consensus on the proposed candidate improvement alternatives. Prioritization of the improvements is suggested by considering the following factors:

- Benefit-Cost
- Local/District Preference
- Safety Benefits
- Operational Benefits
- Geometric Improvements
- ROW Impacts

18.1.1.1.2 PREPARE PROJECTS FOR ADVANCEMENT

Upon identifying and prioritizing the improvements at the regional level, the projects with the highest priority should be advanced to be included in the following plans:

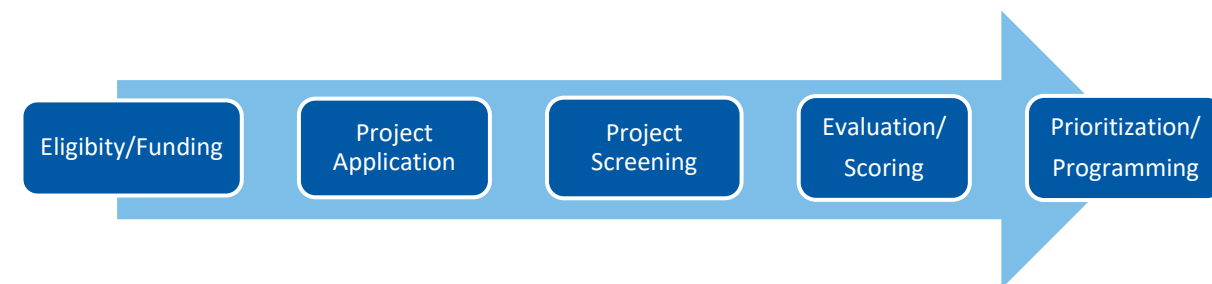
- Constrained Long Range Transportation Plan (CLRP)
- Transportation Improvement Plan (TIP)
- Statewide Transportation Improvement Plan (STIP)
- VDOT Six-Year Improvement Program (SYIP)

18.1.1.1.3 SECURE FUNDING

There are several funding sources or revenue sharing programs that can be tapped into to fund the improvements identified in this study:

18.1.1.1.4 SMART SCALE

Virginia’s SMART SCALE process facilitates selecting the right transportation projects for funding and ensuring the best use of limited tax dollars. It includes five overarching steps as depicted below:



Per the SMART SCALE Technical Guide, the scoring process evaluates, scores and ranks projects based on congestion mitigation, economic development, accessibility, safety, environmental quality and land use factors. The location of the project determines the weight of each of these scoring factors. For the projects in the Culpeper District (Category B), the scoring factors with the highest weight are:

- Congestion Mitigation (25%)
 - Congestion mitigation is weighted highest among the factors in the prioritization process
- Accessibility (25%)
- Safety (20%)
- Environmental Quality (10%)
- Economic Development (20%)

All the improvement alternatives identified in this study are candidate projects for SMART SCALE funding. Several of these projects can also be packaged together into one SMART SCALE application to achieve better project score and to recognize cost savings associated with completing the projects concurrently.

The SMART SCALE funding may be accompanied by other sources of funding as listed below:

- Construction District Grants Program (DGP)
- High Priority Projects Program (HPPP)
- Congestion Mitigation and Air Quality Funding (CMAQ)
- Regional Surface Transportation Block Grant Program (RSTBG)
- Revenue Sharing
- Transportation Alternatives (TA) Set-Aside Funds
- Highway Safety Improvement Program (HSIP) and Other Safety Program Funds
- Tele-fees and Unpaved Road Related Funds
- State of Good Repair

SMART SCALE projects can be submitted by regional entities including counties, cities and towns that maintain their own infrastructure. Once the project has been screened, scored and selected for funding by the Commonwealth Transportation Board (CTB), it remains in the SYIP as a funding priority.

18.1.1.1.5 PROJECT COMPLETION

Once the funding is secured and improvements are ready for construction, the projects should be advanced and implemented with close coordination among the affected stakeholders in the region.



STARS RIDGE ST- W MAIN ST/W WATER ST INTERSECTION STUDY

Public Engagement Summary

April 8, 2026 | Final

Prepared for



Prepared by

WSP USA
1100 Boulders Pkwy, Boulders III
Richmond, VA 23225

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PURPOSE OF PUBLIC ENGAGEMENT

Overview

The public engagement process for the STARS Ridge St and W Main St/ W Water St project was designed to meaningfully incorporate community input into key project decisions, particularly the development and refinement of design alternatives. Rather than serving as a standalone outreach effort, engagement activities were structured to align with major project milestones, ensuring that feedback was collected at critical decision points. This approach allowed the project team to understand community priorities early, test potential solutions, and refine a preferred alternative that reflects both technical considerations and public input.

The engagement strategy was structured as a phased and iterative process, with each activity building upon the previous step. Initial efforts focused on understanding existing conditions and community concerns, which informed the development of preliminary alternatives. These alternatives were then presented to the public through a combination of a community meeting and a follow-up public survey to gather detailed feedback. That input, along with coordination with VDOT and the City, guided the refinement of a preferred alternative, which was subsequently presented during a second community meeting for additional public comment. This step-by-step approach ensured continuous opportunities for input and clear connections between feedback and project decisions.

EXISTING CONDITIONS INPUT

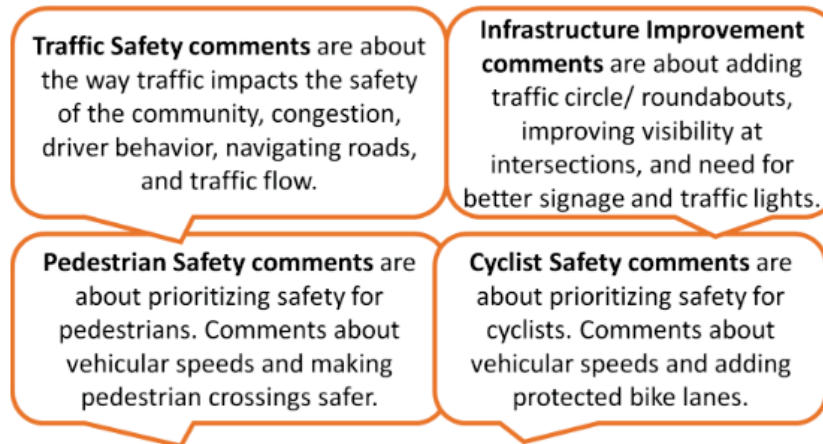
Public Survey #1

The first phase of engagement focused on gathering baseline input from the community regarding existing conditions within the project area. **Public Survey #1 was conducted March 24 – April 7, 2025**, to better understand the issues, concerns, and priorities experienced by residents, commuters, and other stakeholders. This early input was critical in establishing a foundation for the project, providing insight into recurring challenges and helping to define the problems that the proposed alternatives would aim to address.

Among **675 participants**, the top issues were regarded pedestrian safety and access, corridor safety/ intersection safety, reducing traffic congestion, bicycle safety and accessibility, and proper pavement markings/signage.

The top comment themes are shown in **Figure 1**.

Figure 1: Public Survey #1 Comment Themes



In addition, the survey gathered input on key topics including perceived safety issues, desired multimodal facilities along the corridor, and the relative importance of various concerns within the study area. Respondents also shared the types of mobility challenges they typically experience when traveling through the corridor. Together, these responses provide a comprehensive snapshot of existing conditions from the community's perspective and help inform the development of project alternatives.

The complete results on public survey 1 are attached in **Appendix 1**.

PRELIMINARY ALTERNATIVES DEVELOPMENT

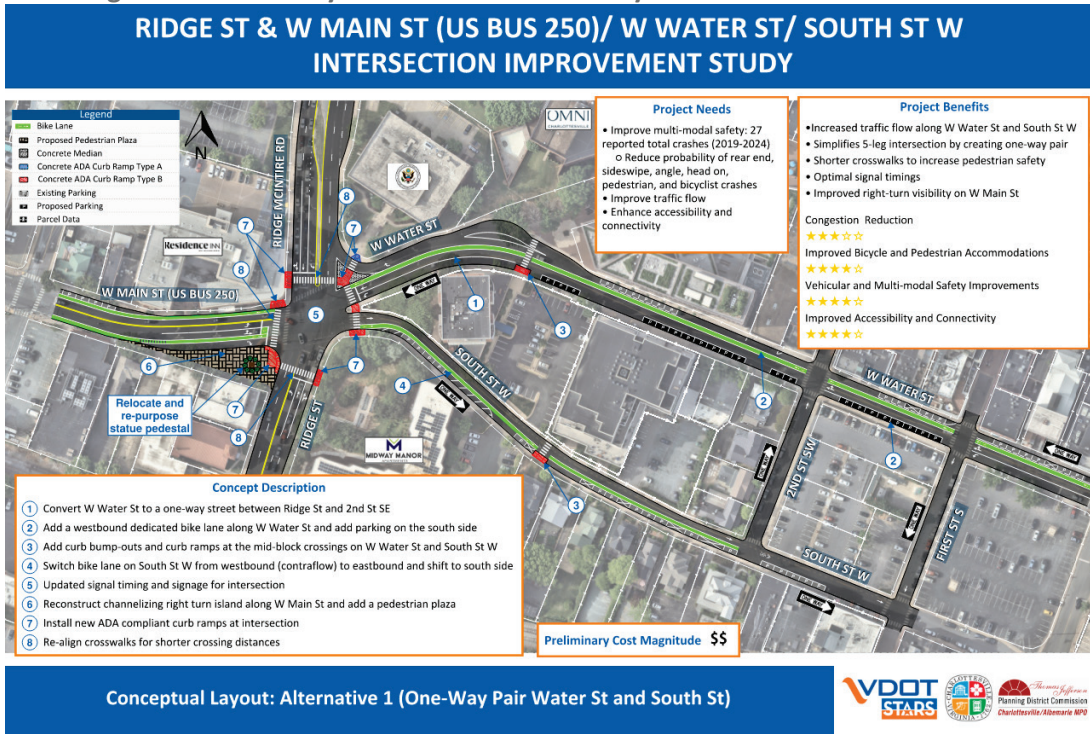
Concept Development

Building on the input received during the existing conditions survey, the project team developed three preliminary alternatives intended to address the key concerns identified by the public. These alternatives were presented during the *First Community Input Meeting on August 14, 2025*, which served as an opportunity to share potential solutions, explain tradeoffs, and gather real-time feedback. This stage marked a transition from problem identification to solution exploration, allowing the public to react to tangible concepts and provide input on specific design elements.

The three (3) preliminary alternatives presented at the community meeting are as follows:

Alternative 1: Converts W Water St and South St W to one-way streets, shortens crossings, creates a pedestrian plaza, incorporates bike lanes, and adds parking (see **Figure 2**).

Figure 2: Preliminary Alternative 1 – One-Way Pair for Water St and South St



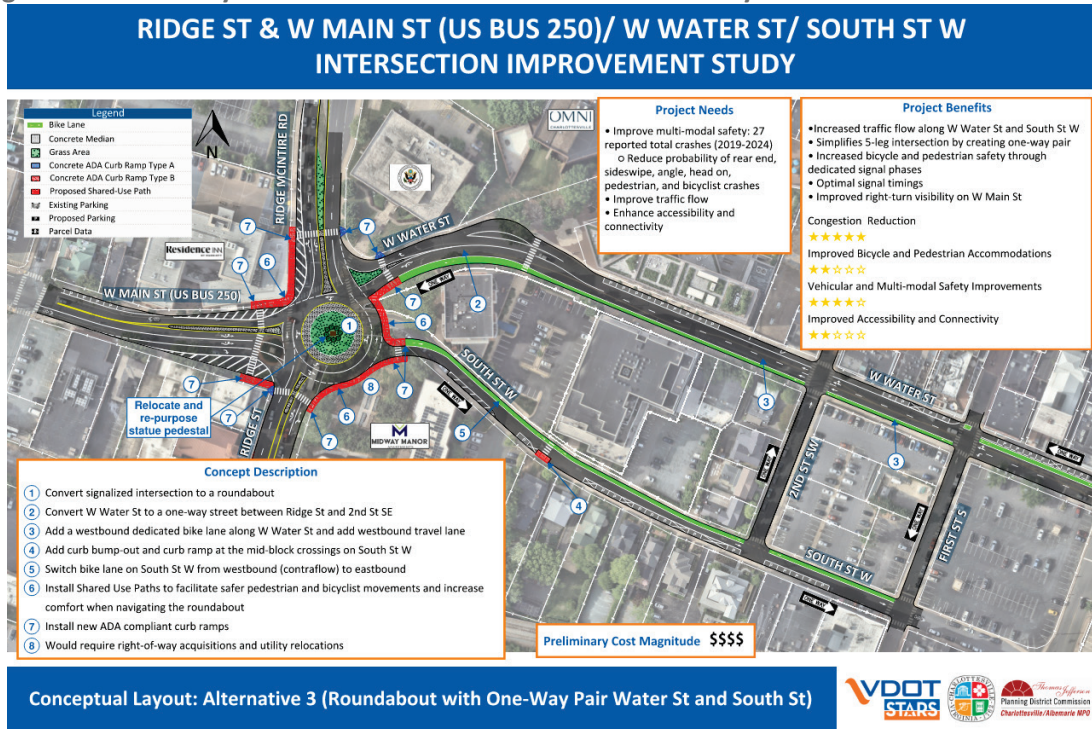
Alternative 2: Converts W Water St and South St W to one-way streets, creates a pedestrian plaza, includes a dedicated pedestrian and bike signal phase, and incorporates bike lanes, and adds parking (see Figure 3).

Figure 3: Preliminary Alternative 2 – One-Way Pair for Water St and South St with Bikeway on Main St



Alternative 3: Replaces the intersection with a roundabout, converts W Water St and South St W to one-way streets, incorporates bike lanes and shared use paths, and adds parking (see **Figure 4**).

Figure 4: Preliminary Alternative 3 - Roundabout with One-Way Pair for Water St and South St



The summary sheets of the preliminary alternatives are attached in **Appendix 2**.

Public Survey #2

Following the community meeting the **Public Survey #2 was conducted August 14 – August 28, 2025**, to evaluate the three preliminary alternatives.

Among **600 participants**, **Figure 5** shows the rating of each concept on a one (1) to five (5) scale with 1 being the least preferred and 5 being the most preferred.

Figure 5: Preliminary Alternatives Rating
Rate each of the following concepts from a scale of 1 to 5.
(1 being least preferred 5 being most preferred)

| | |
|--|-----|
| Alternative 1 (One-Way Pair Water St and South St) | 4.3 |
| Alternative 2 (One-Way Pair Water St and South St with Bikeway) | 4.9 |
| Alternative 3 (Roundabout with One-Way Pair Water St and South St) | 3.5 |

Alternative 1: Ranked 4.3/5

Respondents had positive sentiment about accessibility for pedestrians and bicycles and increased overall safety. Some concerns were raised about the bike lanes located directly next to parking spots.

Alternative 2: Ranked 4.9/5 (highest)

Respondents had positive sentiment about accessibility for pedestrians and bicycles and increased overall safety. Some concerns were raised about the connectivity of the bike lanes from Main St to Water St and South St.

Alternative 3: Ranked 3.5/5

Respondents had positive sentiment about accessibility for pedestrians and bicycles and increased overall safety. Comments had mixed reviews about the roundabout, with some liking the efficiency but others concerned about the higher cost.

Overall feedback focused prioritizing safety for pedestrians and bicycles with the proposed sidewalks, shared use paths, and bike lanes. Respondents also emphasized proper signage and markings to ensure drivers can easily understand and adjust to the new configuration of one-way streets. The full sentiment analysis on public survey 2 is attached in **Appendix 3**.

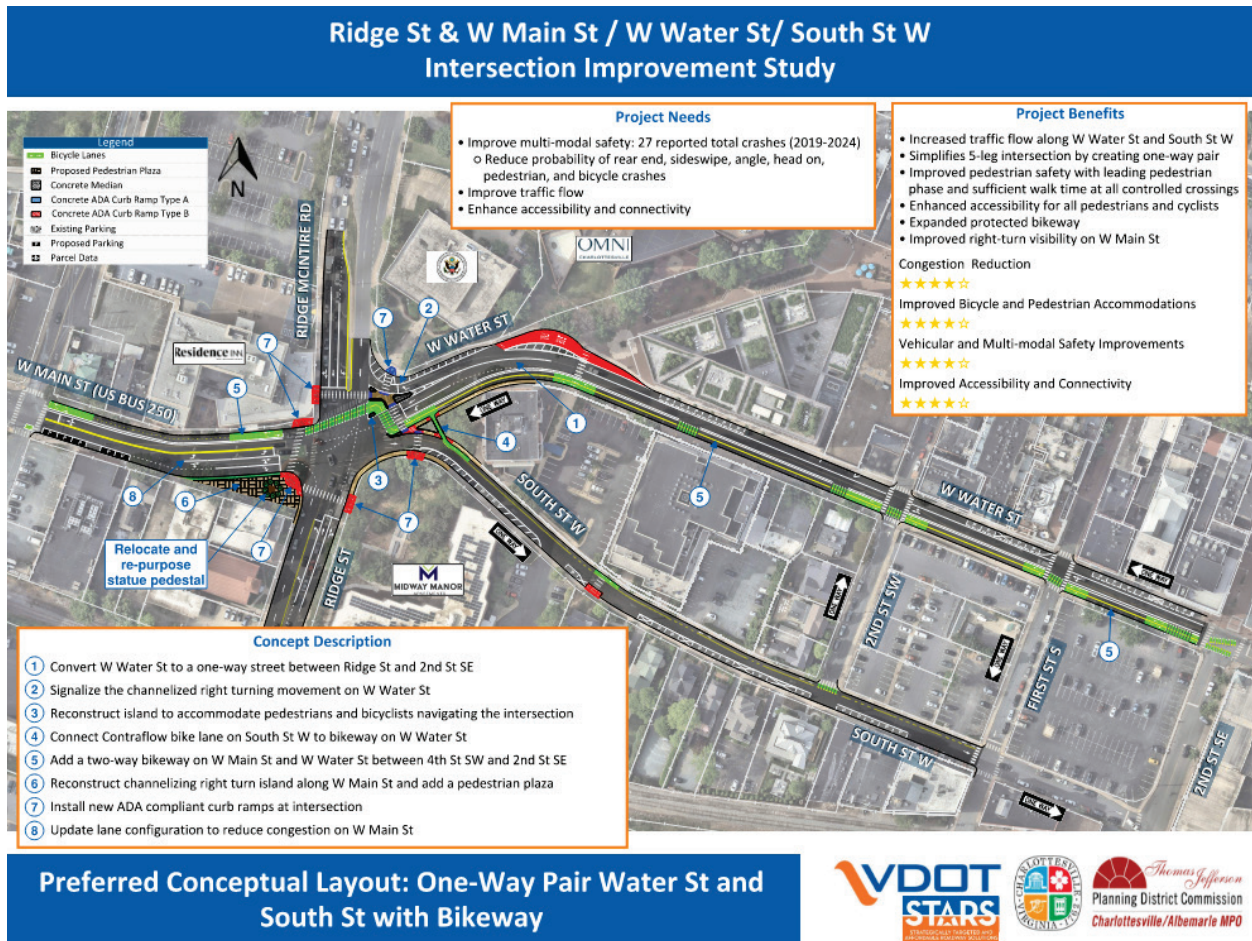
PREFERRED ALTERNATIVE DEVELOPMENT

Concept Development

The preferred alternative was developed through a combination of public input received during both engagement phases and coordination with VDOT and City stakeholders. Feedback from the community meeting and Public Survey #2 was carefully reviewed to identify common themes, preferences, and concerns. The Preferred Alternative Concept was developed from Preliminary Alternative 2 and refined to better address operational performance and multimodal connectivity within the study area. In addition, the concept incorporates the continuation of the bikeway along W Water Street, enhancing connectivity and providing a more consistent and accessible facility for cyclists. These refinements reflect a balanced approach that responds to not only operational needs but also community priorities, project goals, and feasibility considerations.

The preferred alternative, shown in **Figure 6**, was presented during the *Second Community Input Meeting on January 22, 2026*.

Figure 6: Preferred Alternative – One-Way Pair for Water St and South St with Bikeway



The supplemental display boards of the preferred alternative that were presented at the second community meeting are attached in **Appendix 4**.

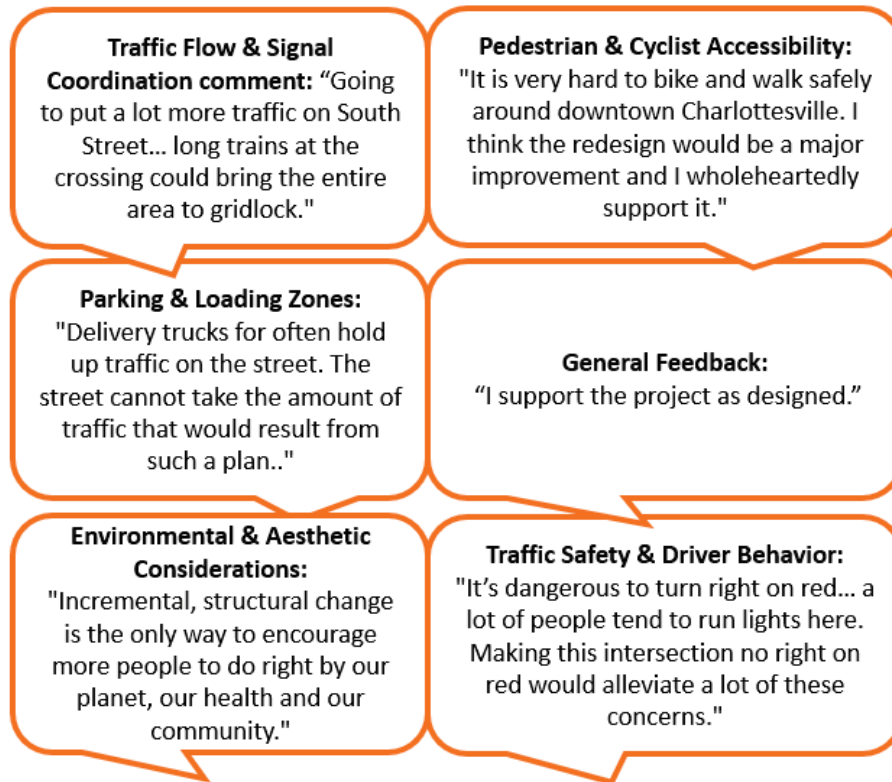
Preferred Alternative Public Feedback

The second community meeting was conducted to present the preferred alternative to the public and provide an opportunity for additional feedback. This meeting allowed participants to see how their earlier input influenced the design and to respond to the proposed solution in its more refined form. Following the meetings a *formal comment period was provided January 22 – February 12, 2026*, to allow the public additional time to review the Preferred Alternative and submit feedback.

Among **67 participants**, the feedback was 49% positive, 37% negative, and 13.5% mixed/neutral. Key themes included pedestrian and bike safety, driver behavior, multimodal access, and environmental and aesthetic considerations. Many comments supported improved safety, reduced congestion, and better connectivity of the preferred design. The full public sentiment analysis on the preferred alternative is attached in **Appendix 5**.

The top comment themes are shown in **Figure 7**.

Figure 7: Preferred Alternative Comment Themes

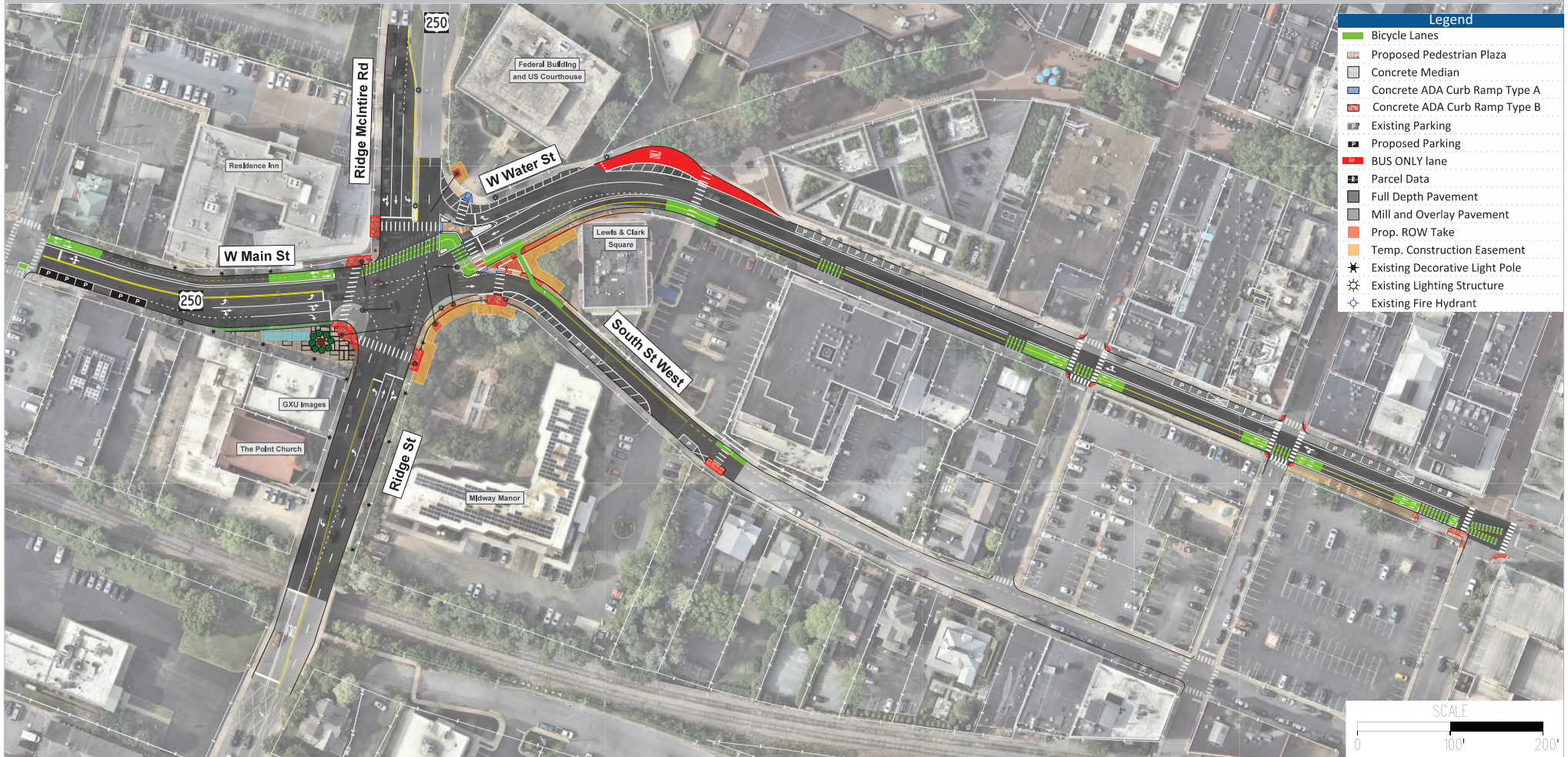


SUMMARY

Key Takeaways Across All Engagement

Across all phases of engagement, several consistent themes emerged that reflect the community's priorities and concerns. These themes provide a comprehensive understanding of how public input evolved throughout the process. Feedback collected through surveys and community meetings directly informed the evolution of design alternatives and the selection of the preferred alternative.

Ridge St & W Main St W Water St / South St W Intersection Improvement Study



| Legend | |
|--------|--------------------------------|
| | Bicycle Lanes |
| | Proposed Pedestrian Plaza |
| | Concrete Median |
| | Concrete ADA Curb Ramp Type A |
| | Concrete ADA Curb Ramp Type B |
| | Existing Parking |
| | Proposed Parking |
| | BUS ONLY lane |
| | Parcel Data |
| | Full Depth Pavement |
| | Mill and Overlay Pavement |
| | Prop. ROW Take |
| | Temp. Construction Easement |
| | Existing Decorative Light Pole |
| | Existing Lighting Structure |
| | Existing Fire Hydrant |

**Right-of-Way Layout: One-Way Pair
Water St and South St with Bikeway**



Date: April 30, 2026

**RESOLUTION ENDORSING THE SUBMISSION OF SMART SCALE (HB2) APPLICATIONS
REQUESTING TRANSPORTATION FUNDING BY LOCALITIES**

WHEREAS, the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO), in cooperation with the Virginia Department of Transportation and the Thomas Jefferson Planning District Commission, completed a comprehensive Long Range Transportation Plan (LRTP) in May 2024; and

WHEREAS, the 2050 LRTP includes the following transportation improvements; and

WHEREAS, the CA-MPO Policy Board has identified transportation projects which are critical to improve safe and efficient movement of people and goods along public roadways in the Charlottesville-Albemarle Metropolitan Planning area; and

WHEREAS, during its 2014 session, the Virginia General Assembly enacted Legislation in the form of House Bill 2 (“HB2”) now titled “SMART SCALE”, which established new criteria for the allocation of transportation funding for projects within the state; and

WHEREAS, the Commonwealth Transportation Board (CTB) during its board meeting of December 4, 2023 adopted updated policy and approved the updated Guidelines for Implementation of the SMART SCALE Project Prioritization Process; and

WHEREAS, the transportation projects identified by its member localities meet the eligibility criteria for funding under SMART SCALE’s District Grant Program (DGP); and

WHEREAS, it is in the best interests of the Metropolitan Transportation Planning Area of Charlottesville-Albemarle, for the City of Charlottesville and Albemarle County to submit the following applications for Round 7 of SMART SCALE requesting state funding for eligible transportation projects.

NOW, THEREFORE, BE IT RESOLVED that the Policy Board of the CA-MPO fully endorses submission of a SMART SCALE application requesting funding for the following transportation projects:

Projects Being Submitted by Albemarle County


1. Barracks Road SB Right Turn Lane at US 29/250 Bypass
2. US 250 and Old Trail Drive Intersection Improvements
3. US 250 / Rte 601 Roundabout Corridor Improvements
4. US 250 / Rte 601 / Canterbury Intersection Improvements

Projects Being Submitted by the City of Charlottesville

1. Ridge, McIntire, & W Main – Intersection Improvements

ADOPTED this 22nd day of April 2026 by the Charlottesville-Albemarle Metropolitan Planning Organization Policy Board being duly assembled.

ATTESTED:


Ned Gallaway (Apr 23, 2026 18:10:13 EDT)

04/23/26

Ned Gallaway
Chair, Charlottesville-Albemarle Metropolitan
Planning Organization (CA-MPO) Policy Board



Update on the VDOT STARS Study on W Main/Ridge Intersection

Neighborhood Development Services

March 2026

Project Background

- In 2024, local VDOT staff worked with City and County staff to identify key project locations for a new round of STARS studies to develop new SMART SCALE applications
 - US 29 North and US 29/US 250 Bypass Interchange
 - West Main/Ridge Intersection
- Locations were identified as areas of concern in MPO long-range plan Moving Toward 2050 and the regional safety action plan Move Safely Blue Ridge
- West Main/Ridge was identified as a candidate for the City's first new SMART SCALE project application since returning state funds that awarded in previous rounds

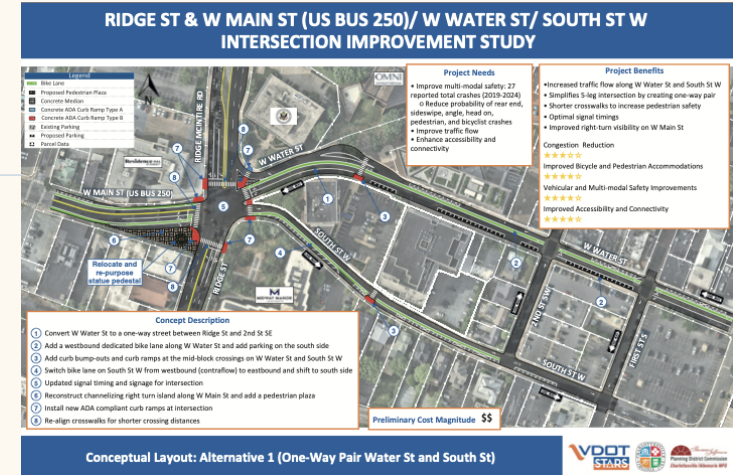


Study purpose and goals

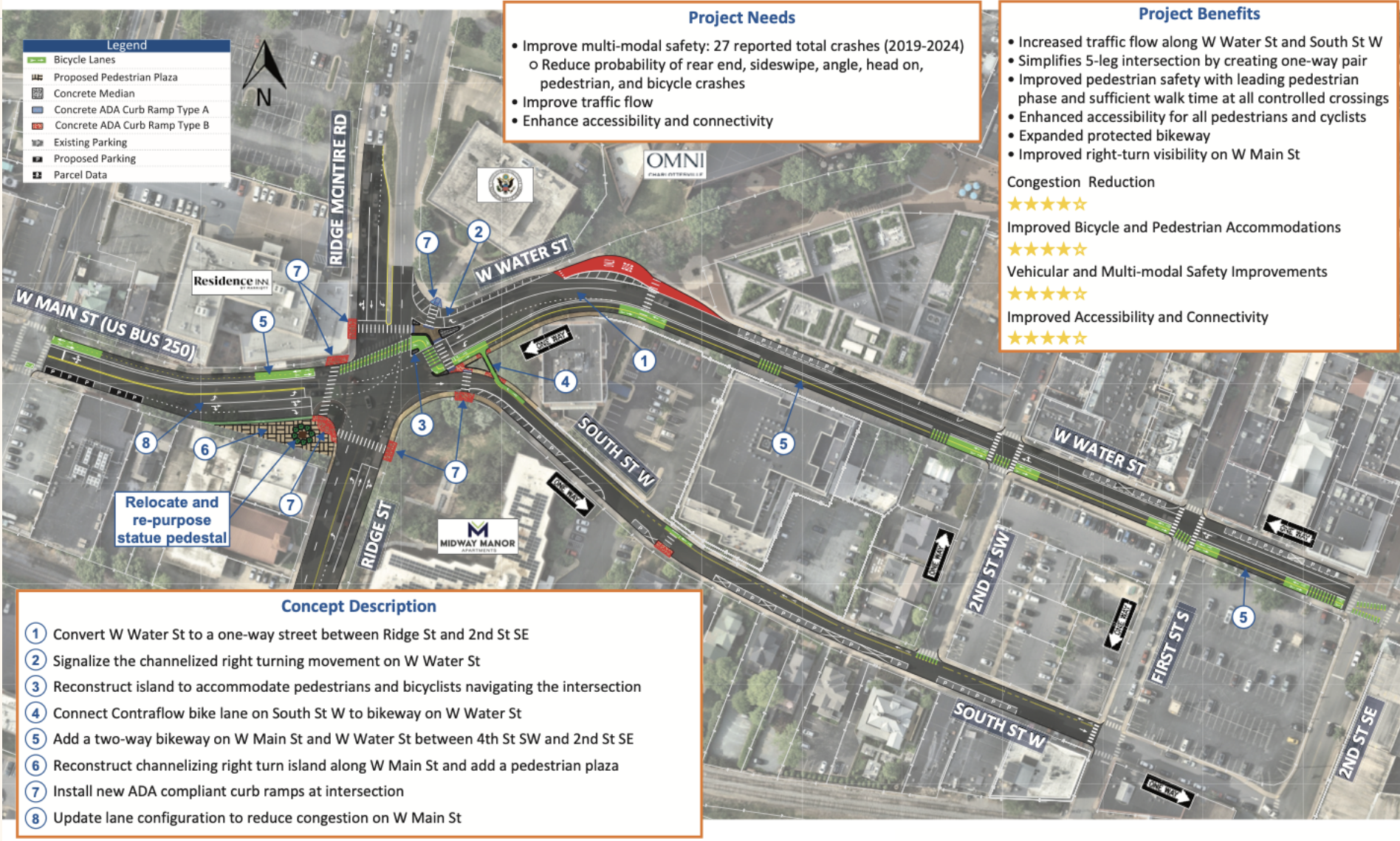
- Improve safety for all road users
- Improve traffic flow and ease of use for all road users
- Maintain the pedestal as a cultural resource for re-use
- Develop a competitive SMART SCALE application
 - Must show some benefits to congestion
 - Must be cost-competitive

Study timeline

- **November 2024:** Traffic data collected
- **March 2025:** Public survey on existing concerns in study area
- **April 2025:** Existing conditions findings published
- **August 2025:** Public information meeting and survey on three alternatives
- **January 2025:** Public information meeting and feedback collection on the draft proposed VDOT staff recommendation



Ridge St & W Main St / W Water St/ South St W Intersection Improvement Study



- ### Project Needs
- Improve multi-modal safety: 27 reported total crashes (2019-2024)
 - Reduce probability of rear end, sideswipe, angle, head on, pedestrian, and bicycle crashes
 - Improve traffic flow
 - Enhance accessibility and connectivity

- ### Project Benefits
- Increased traffic flow along W Water St and South St W
 - Simplifies 5-leg intersection by creating one-way pair
 - Improved pedestrian safety with leading pedestrian phase and sufficient walk time at all controlled crossings
 - Enhanced accessibility for all pedestrians and cyclists
 - Expanded protected bikeway
 - Improved right-turn visibility on W Main St
- Congestion Reduction
★★★★★
- Improved Bicycle and Pedestrian Accommodations
★★★★★
- Vehicular and Multi-modal Safety Improvements
★★★★★
- Improved Accessibility and Connectivity
★★★★★

- ### Concept Description
- 1 Convert W Water St to a one-way street between Ridge St and 2nd St SE
 - 2 Signalize the channelized right turning movement on W Water St
 - 3 Reconstruct island to accommodate pedestrians and bicyclists navigating the intersection
 - 4 Connect Contraflow bike lane on South St W to bikeway on W Water St
 - 5 Add a two-way bikeway on W Main St and W Water St between 4th St SW and 2nd St SE
 - 6 Reconstruct channelizing right turn island along W Main St and add a pedestrian plaza
 - 7 Install new ADA compliant curb ramps at intersection
 - 8 Update lane configuration to reduce congestion on W Main St

Preferred Conceptual Layout: One-Way Pair Water St and South St with Bikeway



Project Benefits

- Simplifies 5-leg intersection by creating one-way pair
 - Decreases delays
 - Reduces turning-movement conflicts
- Improved pedestrian safety with enlarged spaces for waiting, leading pedestrian phases on and sufficient walk time at all controlled crossings
- Enhanced accessibility for pedestrians and cyclists
- Expanded protected bikeway
- Improved right-turn visibility on W Main
- *Improved wayfinding signage*

Next Steps

- VDOT refines the preferred conceptual design, based on public and staff input, develops cost estimate (including identifying the future local match needed)
- **April 1:** Pre-applications for SMART SCALE due
- **April:** Engagement with Downtown residents and businesses
- **April/May:** VDOT and OIPI will review Pre-applications and provide feedback
- **June-August:** SMART SCALE application window, will need City Council endorsement of project application with preferred concept
- **September 2026-January 2027:** SMART SCALE applications assessed
- **Spring 2027:** Projects selected for funding by Commonwealth Transportation Board in Six Year Improvement Program
- **2027-2028:** Planning for restriping on West Main following Utilities project
- **2029:** Earliest full repaving of West Main and implementation of restriping with protected bike facilities, up to the STARS study project area
- **2033:** Funding for STARS study project construction become available



April Engagement with Downtown Businesses and Residents

- Working with VDOT to summarize collected feedback
- Inviting downtown residents and business to participate in focus group session to clarify and develop solutions for collected concerns
- Workshop to review feedback, provide further detail on items to consider for future refinements
- Interested? Look out for more info and RSVP to participate
- Coordinating with VDOT, Office of Economic Development, and Friends of Downtown
- Tentative date: 4/27 at City Space

Thank You



**RESOLUTION ENDORSING THE SUBMISSION OF SMARTSCALE (HB2)
APPLICATION ROUND 7**

WHEREAS, in April 2026, the City of Charlottesville, Virginia (“City”), in cooperation with the Virginia Department of Transportation (“VDOT”), completed a Strategically Targeted and Affordable Roadway Solutions Study of the Ridge Street and West Main Street intersection in the City; and

WHEREAS, the 2016, the “Streets That Work Design Guidelines” Plan (“STW Plan”) identified priority intersections and corridors in the City for transportation improvements and identified the Ridge Street and West Main Street intersection as one of the City’s “Top Ten (10) Priority” intersections; and

WHEREAS, the City’s 2021 Comprehensive Plan highlights Priority Projects for the Master Transportation Plan, including select intersections and corridors from the STW Plan, including the Ridge Street and West Main Street intersection; and

WHEREAS, the Charlottesville-Albemarle Metropolitan Planning Organization (“CA-MPO”), completed a Comprehensive Long Range Transportation Plan in May 2024, which includes Ridge Street and West Main Street intersection improvements as a medium priority project for the CA-MPO region; and

WHEREAS, during its 2014 session, the Virginia General Assembly enacted House Bill 2 (“HB2”), now titled “SMARTSCALE,” which established new criteria for the allocation of funding for transportation projects within the Commonwealth; and

WHEREAS, the Commonwealth Transportation Board, during its Board Meeting of June 17, 2015, approved the Policy and Guidelines for Implementation of a Project Prioritization Process in accordance with SMARTSCALE; and

WHEREAS, on April 23, 2026, the CA-MPO Policy Board approved a Resolution of Support which includes SMARTSCALE funding for several City intersection improvement projects; and

WHEREAS, it is in the best interests of the City and for the CA-MPO to submit HB2 Applications requesting State funding for eligible transportation projects.

NOW, THEREFORE, BE IT RESOLVED that Charlottesville City Council fully endorses the submission of a SMARTSCALE Application requesting funding for the following transportation projects:

- Ridge/McIntire/West Main/South/Water Street Intersection Improvements.

ADOPTED this 15th day of June, 2026.

ATTESTED:

Kyna Thomas
Clerk of Council

Policy Briefing Summary

City Council



| | |
|---------------------------------|---|
| Regarding: | Resolution Endorsing CA-MPO US 29 NB/US 250 EB Ramp Extension/Barracks Road Off-Ramp SMART SCALE Application |
| Staff Contact(s): | Brennen Duncan, City Engineer, Kellie Brown, Director of NDS |
| Presenter: | Brennen Duncan, City Engineer |
| Date of Proposed Action: | June 15, 2026 |

Issue

Background / Rule

In 2014, the Virginia General Assembly enacted legislation to create new criteria for the allocation of transportation funding. SMART SCALE funding is available to localities through 2-year application cycles. Approved projects are programmed in the SYIP, and funding is allocated to localities 6 years later. Eligible projects address 1) need on Corridors of Statewide Significance, 2) capacity need on regional networks, 3) improvements to support Urban Development Areas, and/or 4) Improvements to address a VTrans specified safety need. The SMART SCALE program is administered by the Office of Intermodal Planning and Investment (OIPI). OIPI partners with VDOT and the Virginia Department of Rail and Public Transportation (DRPT) throughout the application process. OIPI, VDOT, and DRPT review project applications for eligibility screening, readiness screening, and project scoring. Once projects are scored by staff, the Commonwealth Transportation Board makes the final determination for project programming.

The Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) is submitting the US 29 NB/US 250 EB Ramp Extension/Barracks Road Off-Ramp as its 2026 SMART SCALE Application, due in August. This project was endorsed by the Policy Board of the CA-MPO at its April 2026 meeting (resolution attached). This will put the project in consideration for state funding and inclusion in the Commonwealth's Six (6)-Year Improvement Program. A Resolution of Support from City Council is not required but will support the project application.

Analysis

This project will include tying together the on-ramp from Leonard Sandridge onto US 250 EB/US 29 NB with the off-ramp at Barracks Road; adding a second left turn lane from the US 29 NB/US 250 EB off-ramp onto NB Barracks Road; constructing sidewalk on the SB side of Barracks Road between the US 29 SB/US 250 WB on-ramp and the US 29 NB/US 250 EB off-ramp terminals and extending to the south terminating at the driveway across from the 7-Eleven.

This project will also improve the sidewalk on the NB side of Barracks Road between the US 29 SB/US 250 WB off-ramp and the US 29 NB/US 250 EB on-ramp to meet ADA requirements. This project will overlap with the US 29 SB/US 250 WB on-ramp improvement project that is being submitted by Albemarle County at the Barracks Road and US 250 WB/US 29 SB ramp intersection. Project map is attached.

Financial Impact

At this time, there is no financial impact to the City. The application includes no local match and would be secured by federal and state funds.

Recommendation

Staff recommends that City Council approve the Resolution of Support for this CA-MPO SMART SCALE Application 2026.

Recommended Motion (if Applicable)

I move that City Council approve the Resolution of Support for this CA-MPO SMART SCALE Application 2026.

Attachments

1. Barracks_Off-Ramp_Concept - Pre-App_compressed_Revised_3-30-26
2. SMART SCALE CA-MPO R7 Resolution - Locality Projects (1)
3. SMART SCALE R7 Resolution of Support - Barracks Rd Charlottesville Resolutionjvhedits

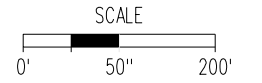


March, 2026

Legend

- Prop. M&O Pavement
- Prop. Full Depth Pavement
- Prop. Raised Concrete Median
- Prop. Raised Grass Median
- Prop. Concrete Sidewalk
- Prop. Shared Use Path
- Prop. Grassed Area
- Prop. Paved Entrance
- Exist. OH Utility Poles (from GIS)
- Prop. SWM Feature
- Exist. Right-of-Way (from GIS)
- Exist. Property Boundary (from GIS)
- Jurisdictional Limits (from GIS)
- Prop. Right-of-Way
- Prop. Temp. Ease.
- Prop. Perm. Ease.
- Prop. Perm. Utility Ease.

Location: Albemarle County



Sheet 1 / 3

US 29 NB / US 250 EB Off-Ramp Improvements



MATCHLINE (SEE SHEET 2 / 3)

CONCEPTUAL SKETCH

DRAWING IS PURELY CONCEPTUAL AND SUBJECT TO CHANGE. LIMITS OF IMPACTS ARE SPECULATIVE. EXISTING R/W AND PROPERTY LINES ARE APPROXIMATE AND NOT BASED ON SURVEY. NO PROJECT HAS BEEN INITIALIZED, FUNDED, OR APPROVED AT THE TIME THIS DRAWING WAS CREATED.

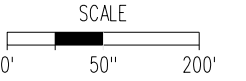


March, 2026

Legend

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Location: Albemarle County

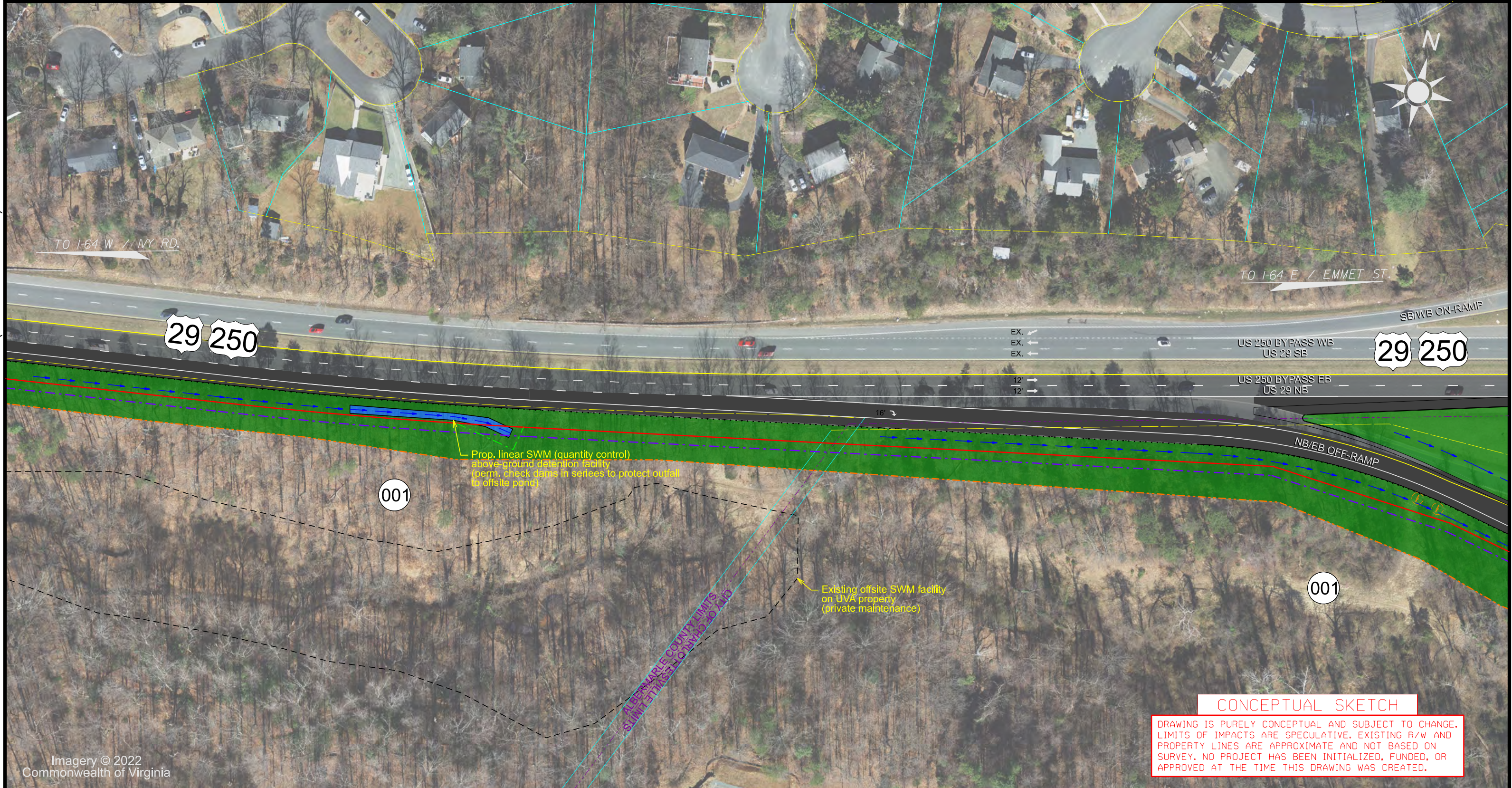


Sheet 2 / 3

US 29 NB / US 250 EB Off-Ramp Improvements

MATCHLINE (SEE SHEET 1 / 3)

MATCHLINE (SEE SHEET 3 / 3)



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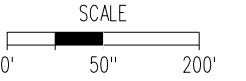


March, 2026

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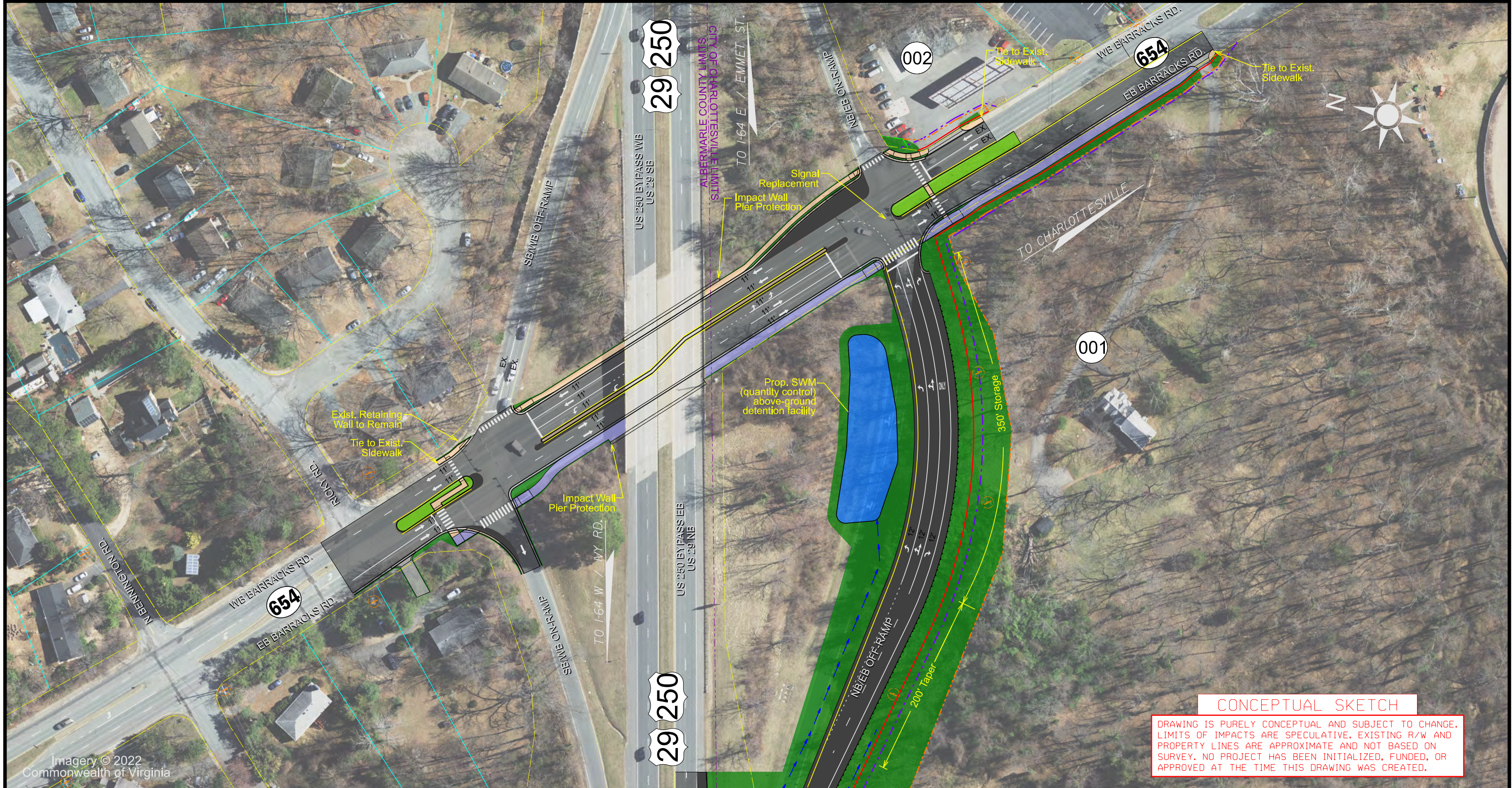
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- Prop. Perm. Ease.
- Prop. Perm. Utility Ease.
- Exist. OH Utility Poles (from GIS)

Location: Albemarle County



Sheet 3 / 3

US 29 NB / US 250 EB Off-Ramp Improvements



CONCEPTUAL SKETCH

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**RESOLUTION ENDORSING THE SUBMISSION OF SMART SCALE (HB2) APPLICATIONS
REQUESTING TRANSPORTATION FUNDING BY LOCALITIES**

WHEREAS, the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO), in cooperation with the Virginia Department of Transportation and the Thomas Jefferson Planning District Commission, completed a comprehensive Long Range Transportation Plan (LRTP) in May 2024; and

WHEREAS, the 2050 LRTP includes the following transportation improvements; and

WHEREAS, the CA-MPO Policy Board has identified transportation projects which are critical to improve safe and efficient movement of people and goods along public roadways in the Charlottesville-Albemarle Metropolitan Planning area; and

WHEREAS, during its 2014 session, the Virginia General Assembly enacted Legislation in the form of House Bill 2 (“HB2”) now titled “SMART SCALE”, which established new criteria for the allocation of transportation funding for projects within the state; and

WHEREAS, the Commonwealth Transportation Board (CTB) during its board meeting of December 4, 2023 adopted updated policy and approved the updated Guidelines for Implementation of the SMART SCALE Project Prioritization Process; and

WHEREAS, the transportation projects identified by its member localities meet the eligibility criteria for funding under SMART SCALE’s District Grant Program (DGP); and

WHEREAS, it is in the best interests of the Metropolitan Transportation Planning Area of Charlottesville-Albemarle, for the City of Charlottesville and Albemarle County to submit the following applications for Round 7 of SMART SCALE requesting state funding for eligible transportation projects.

NOW, THEREFORE, BE IT RESOLVED that the Policy Board of the CA-MPO fully endorses submission of a SMART SCALE application requesting funding for the following transportation projects:

Projects Being Submitted by Albemarle County


1. Barracks Road SB Right Turn Lane at US 29/250 Bypass
2. US 250 and Old Trail Drive Intersection Improvements
3. US 250 / Rte 601 Roundabout Corridor Improvements
4. US 250 / Rte 601 / Canterbury Intersection Improvements

Projects Being Submitted by the City of Charlottesville

1. Ridge, McIntire, & W Main – Intersection Improvements

ADOPTED this 22nd day of April 2026 by the Charlottesville-Albemarle Metropolitan Planning Organization Policy Board being duly assembled.

ATTESTED:


Ned Gallaway (Apr 23, 2026 18:10:13 EDT)

04/23/26

Ned Gallaway
Chair, Charlottesville-Albemarle Metropolitan
Planning Organization (CA-MPO) Policy Board

#R-__-__

RESOLUTION ENDORSING THE SUBMISSION OF CHARLOTTESVILLE-ALBEMARLE METROPOLITAN PLANNING ORGANIZATION SMART SCALE APPLICATION

WHEREAS, in May 2024, the Charlottesville-Albemarle Metropolitan Planning Organization (“CA-MPO”), in cooperation with the Virginia Department of Transportation and the Thomas Jefferson Planning District Commission, completed a comprehensive Long Range Transportation Plan (“LRTP”); and

WHEREAS, the CA-MPO Policy Board has identified transportation projects which are critical to improve safe and efficient movement of people and goods along public roadways in the Charlottesville-Albemarle Metropolitan area and approved Resolutions of Support at its April 22, 2026, Meeting; and

WHEREAS, during its 2014 session, the Virginia General Assembly enacted legislation in the form of House Bill 2 (“HB2”), now titled “SMART SCALE,” which established new criteria for allocation of transportation funding for projects within the Commonwealth; and

WHEREAS, the Commonwealth Transportation Board, during its April 22, 2026, meeting, adopted updated eligibility policy and the associated Technical Guide for the SMART SCALE Project Prioritization Process; and

WHEREAS, the transportation projects identified by CA-MPO meet the eligibility criteria for funding under SMART SCALE’s High Priority Program; and

WHEREAS, it is in the best interests of the Metropolitan Transportation Planning Area of Charlottesville-Albemarle for CA-MPO to submit the following applications for Round 7 of SMART SCALE projects requesting State funding for eligible transportation projects.

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Charlottesville, Virginia, fully supports the submission of the SMART SCALE application requesting funding for the following transportation project:

Project Being Submitted by CA-MPO

- U.S. 29 NB/US 250 EB Ramp Extension/Barracks Road Off-Ramp.

Date Adopted: _____

Certified:

Clerk of Council