

A regular meeting of the Board of Supervisors of Albemarle County, Virginia, was held on January 10, 2024, at 1:00 p.m. in Lane Auditorium on the Second Floor of the Albemarle County Office Building, 401 McIntire Road, Charlottesville, VA 22902.

BOARD MEMBERS PRESENT: Mr. Jim H. Andrews, Mr. Ned Gallaway, Ms. Beatrice (Bea) J.S. LaPisto-Kirtley, Ms. Ann H. Mallek, Ms. Diantha H. McKeel, and Mr. Michael Pruitt.

ABSENT: None.

OFFICERS PRESENT: County Executive, Jeff Richardson; County Attorney, Steve Rosenberg; and Clerk, Claudette Borgersen.

Agenda Item No. 1. Call to Order. The meeting was called to order at 1:00 p.m. by the Chair, Mr. Jim Andrews.

Mr. Andrews introduced the following Albemarle County Police Officers in attendance: Master Police Officer Eric Ketchum and Officer Matt Middletown.

Agenda Item No. 2. Pledge of Allegiance.
Agenda Item No. 3. Moment of Silence.

Agenda Item No. 4. Adoption of Final Agenda.

Mr. Andrews said that items 15 and 16, under public hearings, had been deferred at the request of the applicant. He requested to move Agenda Item No. 18 to the afternoon session, before the recess. He said there seemed to be consensus.

Mr. Andrews asked if there was a motion to adopt the agenda as amended.

Mr. Pruitt **moved** that the Board adopt the final agenda as amended.

Ms. Mallek **seconded** the motion. Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Andrews, Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, and Mr. Pruitt.
NAYS: None.

Agenda Item No. 5. Brief Announcements by Board Members.

Ms. Mallek said that it was interesting to see an example in the building report that demonstrated why she believed there were residents in the White Hall District who were concerned about growth. She said that 54% of all applications in one category and 51% in the other were all in Crozet. She said that this had been occurring since 2009 during the recession when developers shifted the sizes of what they could build to avoid the jumbo loan crisis and similar issues. She said that this marked the beginning of the takeoff ramp. She said it was important to recognize this and that they continue to work on the infrastructure to support them. She said that she was very grateful to see the continually reduced numbers in the Rural Area because it showed that their plans were working and the plans that were set out by their predecessors in the '80s and '90s were working.

Ms. Mallek said that the Alliance to Advance Climate-Smart Agriculture, Virginia Tech was the local organizer for the pilot program. She said that the County was within the region participating, and there was a per-acre fee to implement certain climate-smart practices. She said that landowners interested in participating could subscribe to a newsletter, and she would provide all these details to the Clerk so that they could be officially recorded in the minutes. She said that this would likely be the most convenient way to learn about it.

Mr. Pruitt said that he would like to briefly mention that he recently joined the Town of Scottsville at their monthly council work session. He said that this was his first opportunity since taking on his new role as supervisor. He said that the Town of Scottsville is currently updating its Comprehensive Plan through a process similar to the County's plan but at a smaller scale. He said that for residents in the southside area, specifically those living in the Town of Scottsville or the surrounding rural area, had an excellent opportunity to engage in community roles and contribute to the Town of Scottsville's planning process moving forward.

Ms. LaPisto-Kirtley said that she would like to remind everyone that early voting for the presidential election commences on January 19. She said that if one cannot vote during this period, the final date for casting votes is March 5. She said that it was very important for everyone to participate in the presidential primary voting.

Ms. McKeel said that she would like to take this opportunity to thank the staff who continue to support the CAC (Community Advisory Committee) meetings. She said that during her recent CAC meeting, although someone from CAPE (Community and Public Engagement) is often required to be present, other employees also frequently attended to support these meetings. She said that she would

like to mention the 2023 recap video produced by staff. She said that the quality of the video and the information it shared were exceptional. She said she encouraged sharing it with CACs if not already done so, as it is an excellent opportunity for the public to view the video since it was readily available.

Mr. Andrews said that he expressed gratitude to the Albemarle County Fire Rescue (ACFR) for their significant role during a recent flood event. He said that they saved a few lives and demonstrated the importance of safety services. He said he expressed gratitude to utility workers and others who operated under challenging conditions to maintain essential services during storms. He said that as they approached the 2024 legislative session, the Board's authority depended on state government actions. He said that they were closely monitoring their progress over the next 60 days.

Ms. Mallek said that she would like to add one thing, a sort of admonition. She said that she wanted to address an issue that occurred yesterday regarding people driving around barricades on closed roads. She said that this behavior was completely unacceptable for several reasons. She said that by driving through something you cannot see, one put oneself at risk. She said that such actions endangered the rescuers who must then put themselves in harm's way. She said that people should respect the road closures set up by the Police Department.

Ms. Mallek said that she would like to address another concern related to driving conditions in certain areas. She said that in both rural and some growth areas, driveways may lead down a grade to public streets, with small dips that could be six inches deep. She said that these conditions could throw one's car's steering out of whack. She said she advised that drivers exercise caution while driving.

Ms. Mallek said that on Saturday morning, within an hour, they experienced two accidents at the end of their driveway due to ice. She said this was a result of people driving excessively fast and losing control of their vehicles. She said she emphasized that everyone must slow down and that these situations were serious and could be life-threatening.

Agenda Item No. 6. Proclamations and Recognitions.

Item No. 6.a. Proclamation Celebrating Martin Luther King, Jr. Day.

Ms. LaPisto-Kirtley **moved** to adopt the proclamation celebrating Martin Luther King, Jr. Day as she read the proclamation aloud.

Ms. Mallek **seconded** the motion. Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Andrews, Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, and Mr. Pruitt.
NAYS: None.

Proclamation Celebrating Martin Luther King, Jr. Day

WHEREAS, Just a century after the Emancipation Proclamation, in 1963, Dr. King and allied forces marched on Washington and delivered the revered "I have a Dream" speech, advocating for the end of racial segregation and societal inequality; and,

WHEREAS, Dr. Martin Luther King, Jr. and other civil rights leaders devoted their lives to the expansion of civil rights and public service to *all* Americans; and

WHEREAS, In honoring his legacy, MLK Day is the only federal holiday designated as a National Day of Service to encourage all Americans to volunteer to improve their communities; and,

WHEREAS, Albemarle County has invested in creating a more equitable and inclusive society by centering Community as an organizational value which states that "we expect diversity, equity, and inclusion to be integrated into how we live our mission" to serve all members of our community; and,

NOW, THEREFORE, BE IT PROCLAIMED, that we, the Albemarle County Board of Supervisors, do hereby recognize and celebrate January 15, 2024, as Martin Luther King, Jr. Day and encourage our employees and residents to work towards his vision for a more equitable and inclusive society.

Mr. Graham Paige, School Board Member, accepted the Proclamation, and said that upon considering the proclamation's significance, he examined the mission statements of the relevant organizations. He said that during his assessment he identified a common thread that they all shared.

Mr. Paige said that the Board's mission statement emphasized that the County aimed to enhance the well-being and quality of life for all citizens. He said the mission statement of the Office of Community Engagement states that the department strived to maintain a community that was welcoming, inclusive, and accessible to everyone. He said the statement of the School Board declared that the division aimed to eliminate the predictive value of race, class, gender, and special capacities for children's success through high-quality teaching and learning for all. He said the division also sought to build relationships

with families and communities to ensure that every student succeeded.

Mr. Paige said that as he accepted this proclamation, he recognized how these mission statements were closely aligned with Dr. King's dream that one day this nation would rise up and live out its true meaning of its creed: "We hold these truths to be self-evident, that all men are created equal." He said that the mission statements of the School Board, the Supervisors, and the Office of Community Engagement, as well as Dr. King's statement, all expressed ideas that were an integral part of his belief system. He said that this belief system guided him in every decision he made in his work with all the organizations he was involved in.

Mr. Paige said that as he accepted this proclamation, he must acknowledge that he stood on the shoulders of giants. He said these giants included his parents and family members, as well as the elders from the Esmont community who helped to shape the belief system that he believed in. He said that the giants included the individuals who had served or continued to serve with him on the Martin Luther King Committee in Esmont. He said that their committee had sponsored programs celebrating the life and legacy of Dr. King since 1987.

Mr. Paige recognized three leaders of that group: Reverend Shirley Stocks, who was the current committee chair; Mrs. Lorraine Page, committee treasurer and former chair; and Reverend Mary Carey, also a past committee chair. He said that these three women had worked for many years to ensure that Reverend King's legacy was not forgotten. He said that their committee was proud of the fact that since its establishment, it had awarded 42 scholarships to deserving students from southern Albemarle County.

Mr. Paige said that as part of their scholarship program, each applicant was required to write an essay on how relevant Dr. King's dream is in today's society. He said that the committee hoped that students recognized both the progress made toward achieving Dr. King's dream and the need for continued vigilance to prevent regression into practices of the past. He said he accepted the proclamation while acknowledging the giants on whose shoulders he stood.

Ms. Mallek said that as a native born in 1950, she was pleased to say that some aspects of their community had improved over time. She said that they were now beginning to provide a more comprehensive account of the experiences of longtime residents in the County. She said that numerous leaders, such as Mr. Paige, Richard Brown, the Washingtons, and the Millers, had played significant roles in preserving their histories and keeping their sense of place alive.

Ms. Mallek said that efforts had been made to restore or stabilize older schoolhouses around the County; however, many more required assistance. She said that reflecting on her childhood, it took years to understand what was truly happening because as a child, they often did not understand what was going on. She said that there were numerous instances where her father and mother, who had moved from New York State in 1942, said, "we are not going back there again," one of these instances was a Lion's Club Show held right in Lane Auditorium. She said she remembered asking her father about it, and he simply replied, "no, that is not how we treat people, and we will not do that again." She said she expressed optimism that with the help of everyone pulling together, they would continue to do better.

Mr. Pruitt said he wanted to take this opportunity to acknowledge the progress they had made and the ground they still needed to cover. He said that it was essential for them to remember the life and mission of Dr. King when he was with them and actively organizing. He said that Dr. King was a minister, and it was important to remember and center that. He said that Dr. King's actions were primarily driven by his Christian creed and discipline. He said he was reading a portion of Deuteronomy, which focused on the cancellation of debts, "the Lord commands his people that there should be no poor among you because you should open your hands to them." He said that when they discussed pursuing an equitable future for the County and honoring the legacy of Dr. King, it was important to keep this centrality in mind as they moved forward and consider the actions that Dr. King undertook throughout his life toward that end.

Mr. Pruitt said that Dr. King was a man who organized efforts to eradicate poverty during his time. He said that Dr. King organized to extend rights for Black businesses and Black laborers to form unions and have access to fair contracts; he organized to create an environment where all people can enjoy economic freedom because that was essential to achieving the kind of racial equality he envisioned.

Mr. Pruitt said that today, they had before them a proposal highlighting that the majority of homeless individuals in this community, as identified during the last point in time survey, were Black people and people of color. He said that as they proceeded, he emphasized that their duty was to eliminate poverty among them and create a more racially just society.

Ms. LaPisto-Kirtley said that Mr. Paige was a giant amongst them. She noted his remarkable service to the community, and the children in the Schools while being on the School Board, and that he had really made a difference in the community. She said she wanted everyone to know the contribution that he had made and how he had kept them focused on doing the right thing.

Ms. McKeel said that Dr. King was indeed a giant, and there were giants among them today. She said she appreciated the connection made between their mission statements. She said that although they still had ways to go in fulfilling those mission statements, they would continue working toward it. She said that their dedicated teams from both sides, Schools and County government, along with community members, would help them reach these goals.

Mr. Gallaway said every year during Martin Luther King Jr. Day, it was a time for him to be able to try to reflect on his book, "Where Do We Go From Here: Chaos or Community?" He said he had mentioned this in years past at this time. He said that instead of going back and revisiting Dr. King's book, he revisited a book that was a foundational element to his belief system as an educator when he was a teacher, Paulo Freire's "Pedagogy of the Oppressed."

Mr. Gallaway said that while reading through "Pedagogy of the Oppressed", he found a note that he had written off to the side on a little section that related to Dr. King and his question, "Where Do We Go From Here?" He said he would like to share that section:

"Because love is an act of courage, not of fear, love is a commitment to other men. No matter where the oppressed are found, the act of love was commitment to their cause, the cause of liberation. And this commitment, because it is loving, is dialogical. As an act of bravery, love cannot be sentimental. As an act of freedom, it must not serve as a pretext for manipulation. It must generate other acts of freedom. Otherwise, it is not love. Only by abolishing the situation of oppression is it possible to restore the love which that situation made impossible. If I do not love the world, if I do not love life, if I do not love men, I cannot enter into dialogue."

Mr. Gallaway said that rereading this passage, he was eager to delve back into the book, "Where Do We Go From Here: Chaos or Community?" He said that in previous reflections, he had always thought about community. He said that this had been their guiding ideal. He said this year, his thoughts had been on chaos. He said that he thought about chaos as anarchy; but after careful contemplation, he realized that he did not fully comprehend Dr. King's message.

Mr. Gallaway said that chaos was not anarchy. He said that it was the expression that there was law and order within a system that harbors oppression. He said that chaos signified that a society was civil when acts of oppression exist within civil actions. He said this situation arose due to the proclamation being on the agenda and having this insightful reflection as someone who attempted to improve and better.

Mr. Gallaway said that it was important for him to share these thoughts and his belief system with his constituents. He said that he was looking forward to delving once more into Dr. King's work, exploring a new perspective or a different point of arrival that he has reached. He said his aim was to continue finding that community while also identifying where chaos still persisted in their society, particularly as they witnessed it unfold in national and state politics.

Mr. Andrews said that when Martin Luther King Jr. was assassinated, he was 10 years old. He said he still remembered the sadness, grief, and fear that his father experienced for their country at that time. He said that it was interesting that they were now gathered as a government to celebrate Martin Luther King Jr., which was important because his work primarily involved nonviolent resistance against the status quo coming from governments during that period. He said that he hoped they could do better and constantly be reminded of the potential for progress.

Mr. Paige said that he was grateful for the comments. He said he thought it summarized the fact that they had made a lot of progress, and also that there were still a lot of things that they needed to do.

Agenda Item No. 7. From the Public: Matters on the Agenda but Not Listed for Public Hearing or on Matters Previously Considered by the Board or Matters that are Pending Before the Board.

Ms. Susan Perry, Scottsville District, said that she would be discussing zoning, and she believed it was overdue for Albemarle County to change its rural zoning. She said that she resided on Avon Street Extended, where numerous housing developments were densely packed together and were constructed without sufficient school accommodations. She said that at the end of her block, there was only expansive green space that appeared quite surreal. She said that the 20-year-old expansion zones had reached their capacity. She said that as part of the large Charlottesville community, she kindly requested that a plan be created for building safe, green communities with housing, supporting businesses, and transportation.

Mr. Neil Williamson, Free Enterprise Forum, said that Agenda Item 9 discussed proposed projects for housing support. He said that although the Free Enterprise Forum did not hold a position on funding these items, he believed they highlighted three important areas that the County should consider. He said the first was the use of general funds to support the County's affordable housing goals. He said that if the community was seeing these goals, the entire community should share in their costs. He said that this was logical and was a topic they often addressed when the development community was asked to bear an excessive portion of the expenses related to affordable housing.

Mr. Williamson said that secondly, the Board had been grappling with the proposed incentives for Housing Albemarle. He said the Board should review the Habitat for Humanity application, explaining how the subsidy they were requesting would reduce rents from a market rate of \$1,200 per month to \$500 per month for 30 years. He said that this was cash dollars subsidizing the provision of affordable housing.

Mr. Williams said that finally, the work of nonprofit developers provided an opportunity to examine the incredible cost of dealing with the County's regulatory environment. He said that he was aware that they would discuss clarifying the reduction of fees. He said they had gone from 362 fees to 148. He said it

was still too many fees. He said that the complexity remained high and the carrying costs were high. He said that all three of these aspects were highlighted by Item 9.

Agenda Item No. 8. Consent Agenda.

Mr. Andrews said that he was not aware of anyone wanting to pull any items from the consent agenda, and if not, asked if there was a motion to approve the consent agenda.

Ms. Mallek **moved** to approve the consent agenda.

Ms. McKeel **seconded** the motion. Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Andrews, Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, and Mr. Pruitt.
NAYS: None.

Item No. 8.1. Approval of Minutes: April 6 and April 27, 2022.

Mr. Andrews had read the minutes of April 6, 2022, and found them to be in order.

Mr. Gallaway had read the minutes of April 27, 2022, and found them to be in order.

By the above-recorded vote, the Board approved the minutes of April 6 and April 27, 2022.

Item No. 8.2. Personnel Policy Amendments.

The Executive Summary as forwarded to the Board states that Albemarle County ended the shared service Human Resources (HR) model in Fiscal Year 2023 (FY 23) and approved the formation of a HR Department dedicated to local government operations. Foundational work in establishing a government-focused HR Department includes a full review and revision of all County Personnel Policies, which is now underway. During this review, staff identified opportunities to modernize existing Personnel Policies to align with changes in legislation and public sector best practices.

Under the County Code, personnel policies and amendments are adopted by the Board of Supervisors.

Staff is proposing updates to the Personnel Policies listed below with a summary of the proposed changes for each. The revised policies have been renumbered to improve ease of use and accessibility for all staff. The personnel policies utilize a new template in an effort to standardize the appearance of the documents.

Previously § P-66 Coverage Due to Inclement Weather or Emergency (Attachment A), the proposed changes include: added sections for Roles and Responsibilities and Definitions; removed sections pertaining to annual and sick leave usage (this already appears in the County's Holiday and Leave policy).

Is a new personnel policy (Attachment B), created to provide an overarching framework for the County's safety procedures, initiatives, and behavior.

The following personnel policies are proposed to be archived, as they are no longer relevant, as described below.

§P-31 Bloodborne Infectious Conditions

Archive P-31. The policy addressed internal procedures and programming to comply with the County's safety policy and Virginia Occupational Safety and Health regulations. This topic will be included in the County's written safety manual of operational protocols.

§P-32 Hazard Communications

Archive P-32. The policy addressed internal procedures and programming to comply with the County's safety policy and Virginia Occupational Safety and Health regulations. This topic will be included in the County's written safety manual of operational protocols.

§P-35 Staff Health

Archive P-35. The policy covered the manner in which the County, as an employer, utilized the Employee Assistance Program (EAP) for employee relations and disciplinary purposes. This is no longer in practice.

§P-37 Emergency Situation Staffing

Archive P-37. This policy required County staff to follow the regional Continuity of Operations Plan. This plan is no longer in practice. The County is currently creating a modernized Continuity Plan which will contain specific guidelines and procedures for situational staffing.

There is no budget impact associated with the proposed adoption of these amendments.

Staff recommends that the Board adopt the Resolution (Attachment C), to amend personnel

policy § P-12, adopt policy § P-15, and archive policies § P-31, § P-32, § P-35, and § P-37.

By the above-recorded vote, the Board adopted the resolution as presented in Attachment C to amend personnel policy § P-12, adopt policy § P-15, and archive policies § P-31, § P-32, § P-35, and § P-37:

RESOLUTION

WHEREAS, the Board of Supervisors may adopt Personnel Policies under Albemarle County Code §2-901; and

WHEREAS, the Board desires to amend and re-number the following Policies: §P-66 Coverage Due to Inclement Weather or Emergency as §P-12 Facility Closure, adopt §P-15 Employee Safety, and archive §P-31 Bloodborne Infectious Conditions, §P-32 Hazard Communications, §P-35 Staff Health, and §P-37 Emergency Situation Staffing.

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of Albemarle County, Virginia, hereby approves the renumbering and amendment to the County’s Personnel Policies as set forth in the documents attached hereto.

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	P - §12	Policy Name: Facility Closure	Approved Date: January 10, 2024
	Prepared By: Human Resources		Adopted Date: March 1, 2019
	Amended Date: March 1, 2019, January 6, 2021		

A. PURPOSE

The purpose of this policy is to facilitate continuity in County operations in the event of inclement weather or other emergencies.

B. DEFINITIONS

Authorized Closing – the period when County operations are officially suspended due to inclement weather, emergencies, or other periods designated by the County.

Essential Personnel – An employee whose job supports the critical infrastructure required to maintain public health and safety of the community.

Inclement Weather – any weather conditions which impact travel, and interrupt businesses.

Liberal Leave - approved unscheduled leave taken during an inclement weather or an emergency event. The type of leave taken will be either annual leave, personal leave, or compensatory time (sick leave cannot be used as liberal leave).

Remote Work – an arrangement where an employee performs work at a site other than an Albemarle County office or County owned location.

C. ROLES AND RESPONSIBILITIES

Employees – Employees are responsible for notifying their supervisors in the event that inclement weather prevents them from reporting to their regularly scheduled worksite, and adhering to all paid leave policies.

Essential Personnel – Are expected to report to their scheduled worksite, regardless of weather conditions or building operation status.

Managers/Supervisors –Must arrange staff coverage to ensure safe and effective County operations. Supervisors are required to ensure that paid leave is taken in accordance with County policy.

Department Head - Department Heads are responsible for developing, maintaining, and executing the Continuity plan for their department.

County Executive Office – responsible for determining whether a delayed opening or closing of the County facilities is necessary due to inclement weather or other emergency events.

D. POLICY

It is the County's policy to keep facilities open to the extent possible and provide staff coverage to maximize service to the public. During inclement weather and other emergency events, the County will staff operations to provide necessary services and to protect the safety of employees and the public.

1. Facility Closures

a. Designated Building Closure

The County Executive determines when buildings are closed and may retroactively designate these periods. If a situation only impacts certain buildings, such as a power outage, the County Executive may close only those locations. Employees whose locations are not impacted are required to report to their worksite as scheduled.

b. Closed for Business

During circumstances when the County is closed for business due to a weather or emergency event, only essential personnel are expected to work.

2. Staff Coverage


Department heads must arrange staff coverage to ensure continued safe and effective operation. During inclement weather or emergency situations, essential personnel may be required to report to their designated worksite.

3. Communication

Every effort is made to make operational decisions as early as practical. As soon as possible following a declaration of impact to County operations from the County Executive or designee, information will be shared with employees using established communication protocols.

4. Liberal Leave

The County Executive may designate a liberal leave period due to inclement weather or emergency situations when a building is not closed but employees may be unable to report to their designated worksite. Employees may use the appropriate accrued leave without prior approval during liberal leave periods.

	P - §15	Policy Name: Employee Safety	Approved Date: January 10, 2024
	Prepared By: Human Resources		Adopted Date: January 10, 2024
	Amended Date:		

A. PURPOSE

The purpose of this policy is to reduce the occurrence of injuries and illnesses that result from workplace hazards by implementing engineering controls, administrative controls, and employee training.

B. DEFINITIONS

Bloodborne Pathogen – microorganism, such as virus or bacteria, that are carried in blood and can cause disease in humans.

Communicable Disease – illnesses caused by viruses or bacteria that people spread to one another through contact with contaminated surfaces, bodily fluids, blood products, insect bites, or through the air.

Hazard Communication – written information about the identities and hazards associated with chemicals and substances that must be available and understandable to workers.

Lockout- Tagout – practices and procedures necessary to disable machinery or equipment to prevent hazardous energy release.

C. ROLES AND RESPONSIBILITIES

Employees – responsible for maintaining a safe work environment, following safety procedures, wearing appropriate personal protective equipment, and reporting unsafe work conditions or acts

Supervisors – ensure that staff follow all safety procedures, attend required training, and the all injuries and accidents are reported through the appropriate protocols

Department Head – identify and recommend correction of deficiencies noted in facilities, work procedures, employee job knowledge or behaviors that adversely impact safety efforts

Human Resources – responsible for the establishment and implementation of written safety programming and procedures, facilitation of employee training, maintaining compliance with and reporting to regulatory agencies

D. POLICY

Albemarle County will strive to provide safe equipment, procedures and surroundings for all employees and the general public and to provide safe and healthful working conditions.

1. Written Program and Procedures

The Department of Human Resources shall establish and maintain a written safety program with procedures and protocols for the following topics, at minimum.

- Accident and Injury Reporting
- Bloodborne Pathogens Exposure Control
- Communicable Diseases
- Emergency Response in the Workplace
- Hazard Communication
- Lockout- Tagout

2. Safety Committee

A cross-functional and cross-departmental Safety Committee shall be established and meet regularly to discuss hazard mitigation, injury and illness prevention strategies, and regulatory compliance. Committee members will consist of a representative from Human Resources, Facilities and Environmental Services, Police Department, and Fire Department, at minimum. The Committee is responsible to track and report injury trends and related work efforts.

3. Safety Training

All County employees are required to participate in safety training related to their work environment or job function.

4. Recordkeeping

The Department of Human Resources will keep records pertaining to workplace injuries and illnesses and completed safety training in accordance with federal and state regulations.

Item No. 8.3. SE202300030 Old Trail Village Block 32, Lot 65 Setback Variation.

The Executive Summary as forwarded to the Board states that the applicant requests a variation to increase the maximum front setback permitted by the approved Code of Development for Old Trail Village (ZMA20150001), zoned Neighborhood Model District, as it applies to Parcel ID 055E0-01-32-06500 in Block 32. Table 7 of the Code of Development permits a maximum front setback of 25 feet for this specific block.

Under County Code §18-8.5.5.3(a)(1), the Board of Supervisors may authorize a setback variation from an approved application plan or code of development. The proposed variation would increase the maximum front setback from 25 feet to 50 feet to ease grade transition of the driveway for a proposed single-family dwelling. Application materials are provided in Attachment A and a detailed staff analysis is provided in Attachment B.

Staff recommends that the Board adopt the attached Resolution (Attachment C) to approve a variation to increase the maximum permitted front setback on the subject parcel to 50 feet.

By the above-recorded vote, the Board adopted the resolution as presented in Attachment C to approve a variation to increase the maximum permitted front setback on the subject parcel to 50 feet:

**RESOLUTION TO APPROVE
SE 2023-00030 OLD TRAIL VILLAGE BLOCK 32, LOT 65 SETBACK VARIATION**

WHEREAS, upon consideration of the staff reports prepared for SE2023-00030 Old Trail Village Block 32, Lot 65 Setback Variation and the attachments thereto, including staff's supporting analysis, any comments received, and all relevant factors in Albemarle County Code § 18-8.5.5.3(c), the Albemarle County Board of Supervisors hereby finds that the proposed variation would:

1. be consistent with the goals and objectives of the Comprehensive Plan;
2. not increase the approved development density or intensity of development;
3. not adversely affect the timing and phasing of development of any other development in the zoning district;
4. not require a special use permit; and
5. be in general accord with the purpose and intent of the approved application

NOW, THEREFORE, BE IT RESOLVED that the Albemarle County Board of Supervisors hereby approves a variation to increase the maximum front setback permitted on Parcel 055E0-01-32-06500 to 50 feet.

Item No. 8.4. Albemarle County 2023 Third Quarter Certificate of Occupancy Report, **was received for information.**

Item No. 8.5. Albemarle County 2023 Third Quarter Building Report, **was received for information.**

Item No. 8.6. Route 20 Shared Use Path Analysis Memorandum, **was received for information.**

Item No. 8.7. VDOT Monthly Report (January) 2024, **was received for information.**

Item No. 8.8. Board-to-Board, December 2023, a monthly report from the Albemarle County School Board to the Albemarle County Board of Supervisors, **was received for information.**

Agenda Item No. 9. **Action Item:** Proposed Projects for Housing Fund Support.

The Executive Summary as forwarded to the Board states that Albemarle County has maintained a Housing Fund to put the County in a position to provide funding to projects that will advance the County's affordable housing goals. Albemarle County has received two requests for funding support in Fiscal Year 2024 (FY 24), from Habitat for Humanity and from Virginia Supportive Housing.

Habitat for Humanity submitted a formal request for financial support as part of the Albemarle County FY 24 budgeting process through the Community Non-Profit Capital Request Process on December 9, 2022 (Attachment A). Staff recommended that the item be considered for funding from the Housing Fund.

Virginia Supportive Housing submitted a formal request for additional funding support in September 2023

(Attachment B) to close the project funding gap of \$1,400,000 of the Premier Circle Permanent Supportive Housing Project, which the Board approved in January 2022 for American Rescue Plan Act (ARPA) funding (Attachment C).

Staff evaluated both requests for Housing Fund funding and found them to be in alignment with Housing Albemarle, Albemarle County's affordable housing policy.

Staff recommends funding Habitat for Humanity's request for \$1,500,000 to ensure that the 14 units of housing at Cardinal Hill Apartments at Southwood Village 1 remain deeply affordable for a period of 28 additional years. This funding ensures that the average rent for these units would be approximately \$495 per month, instead of the low-end of market-rate rent of \$1,200 per month. Residents of the original Southwood Mobile Home Park will be given priority access to the Cardinal Hill units, with a focus on avoiding resident displacement during and after the redevelopment process.

Staff recommends \$700,000 in funding Virginia Supportive Housing's request to address the project's existing funding gap for the Premier Circle Project. These units are a critical tool in this community's plan to address chronic homelessness.

If approved, the Housing Fund fund balance will be reduced by a total of \$2,200,000 from the current unprogrammed balance of \$4,845,311.62. If approved, the new Housing Fund fund balance would be reduced to \$2,645,311.62

Staff recommends the Board approve the funding requests from Habitat for Humanity for

\$1,500,000 and Virginia Supportive Housing for \$700,000, using funds from the Housing Fund (Attachments A and B).

Ms. Stacy Pethia, Assistant Director for Housing, said she was requesting the Board to approve funding for two projects with the funding coming through the Housing Fund Reserve: the Premier Circle Permanent Supportive Housing Project being developed by Virginia Supportive Housing, and the Southwood Cardinal Hill Apartments project, developed by Habitat for Humanity.

Ms. Pethia said that the Virginia Supportive Housing Project primarily focused on permanent supportive housing, which served households with incomes between 30% and 50% AMI (area median income). She said the initiative specifically targeted some of their residents and neighbors with the greatest housing needs. She said that the Premier Circle Permanent Supportive Housing Project entailed 80 studio units for individuals experiencing chronic homelessness. She said that the project would include the provision of on-site and off-site supportive housing services. She said that these services were invaluable to residents moving into these projects, as it helped them to get back on their feet and enabled, in an average of four and a half years, moving out of permanent supportive housing and progressing up the housing ladder.

Ms. Pethia said that this project was part of a larger affordable housing initiative at Premier Circle, consisting of a total of 140 affordable units. She said that besides the 80 units that Virginia Supportive Housing would create, an additional 60 units would be available to low and moderate income families with children. She said that this initiative was carried out in partnership with Piedmont Housing Alliance (PHA) and the Blue Ridge Area Coalition for the Homeless (BRACH).

Ms. Pethia said that Virginia Supportive Housing had raised a total of \$22.6 million for this project. She said that similar to many developments across the country following the pandemic, securing full funding had been challenging. She said that there were various reasons for this, as construction costs had increased. She said the requested \$1.4 million between the County and the City of Charlottesville was intended to fill the final funding gap, allowing the project to proceed.

Ms. Pethia said that staff was requesting that the Board approve an allocation of \$700,000 from the housing fund to help meet that need. She said that this would bring the County's total funding commitment for the project to approximately \$4.85 million, or 22% of the overall project cost. She said that it included the \$2.4 million that they had allocated from the ARPA (American Rescue Plan Act) to the project a few years ago and approximately \$1.75 million, which was the estimated worth of project-based vouchers that had been awarded to the project.

Ms. Pethia said that examining the project and how it aligned with County policies, it aligned with Strategic Plan Goal 4, which was enhancing the quality of life across the County, as well as Housing Albemarle Objective 10, which was working to end and prevent homelessness. She said that one of the recommended strategies in Housing Albemarle was specifically to create additional permanent supportive housing units within the County.

Ms. Pethia said that the Habitat project with Cardinal Hill Apartments was focused on affordable rental housing for a full range from zero income up to 80% of AMI. She said that initially, they had planned to sell them as condominium units but now would use them for residents who either could not afford to purchase a home or senior residents in Southwood who did not want to purchase a home in the future, thus providing housing for them.

Ms. Pethia said that Cardinal Hill Apartments would consist of 14 units of affordable rental housing, specifically targeting the hardest-to-rehouse Southwood residents, such as those who could not currently afford to purchase a home and senior residents. She said rents would be affordable for households with incomes at or below 80% of the AMI. She said that this range provided flexibility regarding income qualifications for relocation purposes. She said some residents may have incomes of 82% AMI and lived in future phases of development but needed to relocate temporarily to another unit while the phase was redeveloped. She said that funding from the County ensured the affordability of this development for a 30-year period.

Ms. Pethia said the total project costs for Cardinal Hill Apartments is \$5.1 million, and Habitat is requesting \$1.5 million from the County's housing fund. She said the \$1.5 million would pay down the debt service on Habitat's construction loans, allowing them to save that cost and provide the units at a lower price.

Ms. Pethia said that the total County funding commitment specifically for Cardinal Hill Apartments would be \$1.8 million, which represented 35% of the total project cost. She said the amount included the \$306,000 previously allocated for temporary rental assistance for residents who need to be relocated. She said the project aligned with County policies, Strategic Plan Goal 4, and Housing Albemarle Objective 2, which was to increase the supply of affordable and workforce rental housing in the County.

Mr. Pruitt asked if it was correct that they followed this loop twice in the speaking order.

Mr. Andrews said that they could revisit it, but if he wanted to just ask questions at this point, that would be appropriate.

Mr. Pruitt said that he would like to begin by addressing a point that had caught his attention while

reviewing the funding package. He said that there were approximately 158 people experiencing homelessness in the region, and this project aimed to house 80 of them. He said that when they thought strategically as a Board it was helpful to keep this fact in mind.

Mr. Pruitt said that he believed they often discussed eliminating homelessness in their community as a kind of "moonshot" goal. He said that it was actually a deeply achievable and realistic goal for the Board, as well as a morally compelled goal for this Board. He said that he had specific questions regarding the mechanisms that they were using.

Mr. Pruitt said that he was somewhat surprised to learn that the funding pool they were using was the currently existing housing fund specifically using that for supportive housing. He said that when he considered some of their neighbors in the Commonwealth, he thought of the housing fund as being primarily used for addressing the right end of the spectrum, which had been mentioned, such as workforce housing development, and then utilizing separate funding streams, sometimes derived from the general fund for supportive housing, particularly for ad hoc supportive housing requests.

Mr. Pruitt said that his question was if that was an anticipated future use of this as they developed out the Housing Albemarle plan and more robustly thought through how they implemented the housing fund. He asked if this would be a continued way that they would engage with this or would they transition to a more structured approach, such as notice of funding, grant dispersals, and then use separate pools for these ad hoc requests.

Ms. Pethia said that staff were working on implementing a process involving an annual notice of funding availability or opportunity, which would entail a competitive application process for the housing fund. She said that this had not yet been implemented but was on the Board's agenda.

Mr. Pruitt said that he had one further question regarding the information presented. He said that in the packet, he did not see this detail; however, during the presentation, they mentioned that part of the funding stack would be through section-based, project-based vouchers. He asked if they were converting any of their individual Housing Choice Vouchers (HCV) into project-based rental assistance to achieve this goal. He asked if they were losing their inventory of mobile vouchers.

Ms. Pethia said that there was no provision by the Department of Housing and Urban Development (HUD) for specifically project-based vouchers. She said that in order to do that, housing authorities must utilize their regular voucher allocations. She said that there were various advantages to different approaches. She said that one significant advantage of project-based HCVs was that they guaranteed availability of units for 15 years. She said that the number of vouchers that could be project-based was limited; so they could not use 100% of theirs, they could only project-base 20% of their total allocation.

Ms. LaPisto-Kirtley said that she had one question regarding Cardinal Hill Apartments. She said that Habitat was requesting \$1.5 million and this would be a section of the Southwood project. She asked if it could be anticipated that as the next section rolled along, they would ask for funding again, such as \$1.8 million or \$2 million, because it was a slow rollout. She said that they approached them at least twice a year and possibly more often, requesting additional funding. She said that for budgetary reasons, she thought it was something for the Board to anticipate, whether this was a gradual release of funds or if further requests would be made in the future.

Ms. Pethia said that Habitat had already approached staff regarding a performance agreement for Phase 2, similar to what they did in Phase 1. She said that these talks were still preliminary, so she did not yet know the details of the funding. She said that through the performance agreement, they would establish timelines and maintain a schedule of fund disbursements, allowing them to plan ahead.

Ms. Pethia said that they were always looking to partner with them on grants. She said that the Governor announced on December 29 that the County was awarded a \$1.75 million CDBG (Community Development Block Grant) grant for Phase 2, which would help install water and sewer lines to 75 houses. She said that not all of the future funding for this project would come from the County; they were constantly looking for ways to mix and match various sources of funding.

Ms. LaPisto-Kirtley asked if they were currently using the affordable housing fund for both Premier Circle and that project.

Ms. Pethia said yes.

Mr. Gallaway said that he recalled Southwood's situation regarding seniors who were not interested in home ownership. He said that this topic indeed addressed that issue. He asked approximately how many seniors fell into each category of those who were the hardest to relocate and those who were not interested in home ownership. He said that he assumed that many of the most difficult to relocate were seniors. He requested more information about the composition of the group, specifically asking for the number of seniors involved and the overall mix of the population being served by this initiative.

Ms. Pethia said that she did not have specific numbers regarding that matter. She said that the last community survey she had seen was conducted several years ago; thus, she was unaware of how the population in Southwood had changed since then. She said that Habitat was currently working on another survey for Phase 2, and once it was completed, they might have a clearer understanding.

Mr. Gallaway said that he was supportive of the Premier Circle initiative. He said that Virginia's supportive housing in their letter did state that this was an evidence-based approach, and it had been proven effective. He said that he would be glad to assist with that. He said that the proposal requesting \$700,000 meant that they were asking the City for the other \$700,000.

Ms. Pethia said that was correct; the City would provide \$750,000 and the County would give \$700,000. She said that initially, their request to them was \$1.4 million. She said that their needs seemed to have increased over time. She said that staff believed that \$700,000 was an appropriate contribution. She said they were considering utilizing project-based vouchers through the mainstream voucher program. She said that the mainstream vouchers primarily targeted individuals with disabilities and were particularly effective for addressing homelessness.

Mr. Andrews said that he was grateful for the questions regarding clarifying the role of the performance agreement in this matter. He said that he also acknowledged the support provided by the Premier Circle for a much deeper reach than expected from the affordable housing components of bonuses, for example. He said that his understanding was that at this point, they would need to propose a motion to approve both of these simultaneously.

Ms. Pethia apologized; she had forgotten to draft a resolution.

Ms. Mallek said that she had personally witnessed the positive impact that the agency had on the residents' long-term success at the Crossings, and she appreciated the efforts being made in this regard. She said that regarding Cardinal Hill, her understanding was that the units were initially intended to be sold for cash. She said that however, due to years of attempting to secure funding for the necessary sewer infrastructure and relocating residents with failing septic systems, there had been a shift in the use of those units to provide housing for these individuals. She said she fully supported this change as it was essential to address the ongoing issues in the area.

Mr. Pruitt said that he had two quick questions that came to mind while they were discussing. He said that regarding the potential conversion of some mainstream vouchers into project-based ones, he asked if that would restrict certain units at Premier Circle to only serving clients with disabilities.

Ms. Pethia said yes, but disabilities had a broad definition that was not limited to physical impairments and could include mental illnesses as well.

Mr. Pruitt said that he did not expect any issues with that. He said that approximately 60% of their homeless population experienced disabilities. He said that he wanted to ensure that he had understood that accurately. He said that as a permanent supportive housing program, he assumed that there would be ongoing wraparound services provided by Premier Circle. He asked if this would require an increased future operating budgetary need for the County or if it would be covered by Virginia Supportive Housing through state and other funding.

Ms. Pethia said that it was exclusively covered by Virginia Supportive Housing.

Ms. LaPisto-Kirtley said that she was supportive of Premier Circle and Cardinal Hill Apartments, so she would be voting in favor of them.

Ms. McKeel said that she would like confirmation based on the information in the paper that the City had already approved its portion.

Ms. Pethia said yes, they did.

Ms. McKeel said that she supported the initiative and appreciated all the hard work and effort put into it. She said that she appreciated the flexibility that she saw and thought that it was great. She said that she looked forward to the next iteration with the MOU (Memorandum of Understanding).

Mr. Andrews asked if a Supervisor would make a motion.

Ms. Mallek **moved** the Board to approve the funding requests for Habitat for Humanity in the amount of \$1.5 million and Virginia Supportive Housing in the amount of \$700,000 using funds from the Housing Fund, as laid out in Attachments A and B.

Ms. McKeel **seconded** the motion. Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Andrews, Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, and Mr. Pruitt.
NAYS: None.

Project Highlights	Cardinal Hill Apartments at Southwood Village 1
Project Type:	Newly constructed, deeply affordable rental units
County Managed	No
Fiscal Agent:	Habitat for Humanity of Greater Charlottesville
Property Owner:	Habitat for Humanity of Greater Charlottesville

Project Description	<p>In 2022, the County allocated \$305,000 of ARPA funding to temporarily subsidize 14 rental units in the Cardinal Hill Apartments being built by Habitat as part of its Southwood redevelopment project. Based on the incomes of the Southwood residents moving into these units, this amount of subsidy will allow the project to amortize its debt for a period of only 28 months. The County allocated this funding in large part to help solve a challenge created by failing septic systems in the park, providing transitional housing for some of the hardest to rehouse residents in the park, allowing them to move from dangerous trailers and for Habitat to then decommission the septic systems currently serving their trailers. This request would increase the affordability period to 32 years.</p>
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Location:	Southwood Mobile Home Park (off of Old Lynchburg Road and along Hickory Street)
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Statement of Need/Justification for Request	<p>This CIP allocation, when added to the ARPA subsidy, Habitat capital, and the deeply affordable rents (average \$495/month) payable by qualifying tenants, would allow Habitat to deed restrict these units as deeply affordable for an additional 30 years. Without this funding, these units would need to be rented at fair market value (average \$1,200/month) for the remaining 28 years of the permanent loan in order to amortize the debt, thereby losing them from the County's affordable housing stock. These units are over and above both the number of proffered affordable units per the rezoning and the minimum number of affordable units required by the County-Habitat Performance Agreement of 2019.</p> <p><u>Project Timing:</u> Foundations for the first of four buildings comprising Cardinal Hill Apartments are complete. The first COs are anticipated this summer. A construction loan is in place and will be converted to permanent financing when the units are occupied. County subsidy, existing equity and rents from deeply affordable renters will currently carry the note for a period of 28 months. The additional equity requested via the CIP must be obtained within that time in order to extend the affordability period beyond 28 months. CIP funding could come in the form of upfront cash which would fund construction and reduce the amount of the construction loan. It could also come in the form of gap financing which would buy down the amount of the permanent loan. In the latter scenario, the funding would need to be committed within 28 months from initial occupancy of the units as rents plus existing County subsidy plus Habitat equity will cover loan payments for the first 2 1/4 years. In the case of the former, funding would need to be committed prior to conversion of the construction loan to permanent financing, anticipated in the first quarter of FY '24. Both scenarios would accomplish the goal of creating 14 units of deeply affordable rentals for a period of 30 years. The former scenario would save on interest payments for the first 28 months of the permanent loan.</p>
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Strategic Plan Connection(s):	<p>This project directly addresses Strategic Plan Goal #4: "Quality of Life - Encourage a vibrant community with economic and recreational opportunities that serve all community members." These apartments actively work to preserve an existing community by providing affordable housing on-site and preventing displacement of residents during active redevelopment, while also meeting the needs of a vulnerable Southwood population that would be largely unable to secure housing elsewhere in the County. Further, when brought to a full 30-year affordability term, Cardinal Hill Apartments supports aging in place for seniors requiring deeply affordable housing, provides a permanent housing solution for other extremely low-income Southwood residents, and long-term affordability for other deeply low-income residents of the County. These apartments are located less than 500 feet from a future trail connection into Biscuit Run Park and are part of a pocket complex inclusive of both a senior-oriented passive park and an active use neighborhood recreational facility. They are on a bus line, handicap accessible and have a pull in space for JAUNT vehicles.</p>
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Equity Considerations

Equity is core to Habitat's work at Southwood and to this project, in particular. These 14 units in the Cardinal Hill Apartments will reduce existing disparities by ensuring that the hardest Southwood residents to house - including the elderly who do not wish to purchase a home in the redeveloped community, as well as those who require the deepest affordability - are able to remain vital and active members of their existing community. The units will also serve as a back-up option for temporarily housing community members during redevelopment. When long-term residents are able to remain in the community, the neighborhood benefits from continued cohesion and vitality - even as new market-rate homeowners move in and are welcomed as neighbors. Long term, these 14 units will add deeply affordable units -- in very short supply regionally -- to the County's housing stock. This subsidy would serve residents below 30% of AMI, a segment of the housing market largely unserved in the County, as most LIHTC programs begin at 30% AMI. Approximately 90% of Southwood residents are BIPOC.

* * * * *



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September 20, 2023

Ms. Kaki Dimock
Chief Human Services Officer
Albemarle County Department of Social Services
1600 5th Street Ext., Suite A
Charlottesville Virginia 22902

Dear Ms. Dimock,

Thank you for the opportunity to submit a request for additional funding from Albemarle County for Premier Circle to help close the remaining funding gap. Premier Circle is the redevelopment of the Red Carpet Inn on Route 29 and includes eighty studio apartments with supportive services to create a mixed-income community with a blend of units for people experiencing homelessness and residents earning 60% or less of the Area Median Income (AMI).

The mission of Virginia Supportive Housing (VSH) is to end homelessness by providing permanent housing and supportive services to the most vulnerable individuals in our region. With the support of our donors and partners, our organization creates affordable housing opportunities by constructing new (or rehabilitating old) properties into apartments that VSH owns and operates. VSH targets individuals with the longest histories of street homelessness and the highest levels of need, particularly those experiencing chronic homelessness. We follow the "Housing First" model, a low-barrier approach that calls for housing individuals first, assessing each person's needs, then providing customized supportive services to ensure each participant has the support necessary to set up and maintain their home, manage and improve their health, and develop the skills to live independently.

To date, VSH has raised \$22.6 million for Premier Circle with a remaining funding gap of \$1.4 million. Project costs are estimated to be \$24 million. Funding sources to include:

- Equity from LIHTCs and Solar Credits (\$11,848,857)
- Virginia Housing REACH Loan (\$1,770,929)
- Virginia DHCD HOME Funds (\$900,000)
- National Housing Trust Fund (\$900,000)
- Virginia Housing Trust Fund (\$900,000)
- DHCD Housing Innovations in Energy Efficiency (HIEE) Funds (\$2,000,000)
- Virginia DHCD Permanent Supportive Housing (PSH) Funds (\$100,000)
- Albemarle County ARPA Funds (\$2,400,000)
- Thomas Jefferson Planning District Commission (\$500,000)
- Congressionally Directed Funds (\$500,000)
- Private foundations including Perry and Cabell (\$563,492)
- Charlottesville CAHF (\$186,722)

Total: \$22,570,000



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Premier Circle is part of a larger, multi-phased redevelopment project comprised of up to 140 affordable residential units within two multi-family buildings, with a two-story commercial building fronting on Route 29. The creative redevelopment of the existing Red Carpet Inn site is a partnership between Virginia Supportive Housing, the Blue Ridge Area Coalition for the Homeless (BRACH), and Piedmont Housing Alliance (PHA). Construction is estimated to begin in spring 2024 with completion in 2025.

Albemarle County is already a significant contributor to this project with \$2,400,000 in ARPA funds for construction and twenty-five rental assistance vouchers to serve people experiencing homelessness. **We greatly appreciate your consideration of providing VSH with additional funding for Premier Circle** so that we can eliminate the gap and prepare for an on-time construction start in spring 2024. I will be meeting with Samuel Sanders, Jr., City Manager of the City of Charlottesville, to discuss the City's assistance in funding the remaining gap for Premier Circle.

The VSH evidenced-based supportive housing model works: year over year, more than **95% of individuals we serve do not return to homelessness**. Together we can make great strides to ending chronic homelessness in the region, making sure all our neighbors have a safe place to call home.

Please do not hesitate to contact me directly at (804) 332-500.

With gratitude,

A handwritten signature in blue ink that reads "Allison Bogdanovic".

Allison Bogdanovic
Executive Director

Making Homelessness History

Agenda Item No. 18. From the Board: Committee Reports and Matters Not Listed on the Agenda

Mr. Andrews said that they would be moving to Agenda Item 18, as was mentioned at the beginning of the meeting under the Adoption of the Final Agenda.

Ms. Mallek said that regarding the Rivanna Water and Sewer Authority (RWSA), they experienced significant challenges due to recent storms and heavy rainfall, as several of their locations were flooded. She said that the organization has been operating in scramble mode for 24 hours to address these issues. She said that the staff's efforts to keep the water systems working, even during dangerous circumstances in the middle of the night, were greatly appreciated. She said that neighboring jurisdictions had faced water-related problems and boil water advisories. She said that maintaining their water systems required a tremendous amount of effort on the part of the organization. She said that the Sugar Hollow Dam experienced some concerns due to over three inches of rain in the afternoon yesterday, prompting an emergency response as there were people downstream.

Ms. Mallek said that the investment in broadband delivery for the neighborhood, a collaboration between Rivanna and the community, occurred several years ago. She said that they could now remotely adjust the bladder instead of having someone standing under the overflow, as was done in 1995 when Mr. James could have drowned while turning the crank.

Ms. Mallek said that she wanted to make a comment encouraging citizens as they continued

working on the Comprehensive Plan. She said that there were many items yet to be discussed and for which citizens may wish to provide input. She said that the stream buffer overlay district was being developed, but other initiatives such as the dark skies initiative, adoption of housing and solar plans in 2024, and policy considerations regarding data centers also needed attention. She said that these were significant issues to think about as they were doing other things.

Ms. McKeel said that as a reminder, the Chamber of Commerce's State of the Community event would be taking place on Thursday, February 15, from 8:00 a.m. to 10:00 a.m. at the Code Building. She said that many might already have this scheduled, but she informed those who may be interested in attending. She said that County Executive Jeff Richardson and City Manager Sam Sanders would be part of the presentation, discussing updates on Albemarle County.

Mr. Jeff Richardson, County Executive, said that he had met with the City Manager yesterday, and they had a session scheduled later this month on January 18 with the Chamber to begin preparing and to coordinate and align their focus and comments. He explained that this was not because the City and the County had exactly the same issues but rather to plan effectively and make the best use of their time, and to understand what they could do to make that go as well as they could.

Agenda Item No. 10. Closed Meeting.

There was no closed meeting held.

Agenda Item No. 11. Certify Closed Meeting.

There was no closed meeting certification needed.

Non-Agenda Item. **Recess.** The Board recessed its meeting at 1:56 p.m. and reconvened at 6:00 p.m.

Agenda Item No. 12. From the County Executive: Report on Matters Not Listed on the Agenda.

There was none.

Agenda Item No. 13. From the Public: Matters on the Agenda but Not Listed for Public Hearing or on Matters Previously Considered by the Board or Matters that are Pending Before the Board.

There were no speakers from the public.

Agenda Item No.14. **Public Hearing: Fiscal Year 2024 Budget Amendment and Appropriations.**

The Executive Summary as forwarded to the Board states that Virginia Code §15.2-2507 provides that any locality may amend its budget to adjust the aggregate amount to be appropriated during the fiscal year, as shown in the currently adopted budget provided. However, any such amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by first publishing a notice of a meeting and holding a public hearing before amending the budget. The Code section applies to all County funds, i.e., General Fund, Capital Funds, E911, School Self-Sustaining, etc.

The cumulative total of the Fiscal Year 2024 (FY 24) appropriations itemized below is \$13,564,362. Because the cumulative amount of the appropriations exceeds one percent of the currently adopted budget, a budget amendment public hearing is required.

The proposed increase of this FY 24 Budget Amendment totals \$13,564,362. The estimated expenses and revenues included in the proposed amendment are shown below:

ESTIMATED REVENUES

Local Revenues	\$	(15,388)
State Revenues	\$	
		2,401,452
General Fund Balance	\$	
		<u>11,178,298</u>
TOTAL ESTIMATED REVENUES	\$	<u>13,564,362</u>

ESTIMATED EXPENDITURES

Special Revenue Funds		
School Special Revenue Fund	\$	
TOTAL ESTIMATED EXPENDITURES		34,612

\$
<u>13,529,750</u>
\$
<u>13,564,362</u>

The budget amendment is comprised of a total of 3 separate appropriation requests for approval on January 10, 2024, as described in Attachment A

After the public hearing, staff recommends that the Board adopt the attached resolution (Attachment B) to approve the appropriation for local government and school projects and programs, as described in Attachment A.

Appropriation #2024024

Sources:	School Special Revenue Funds' Fund Balances	\$11,178,298
	State Revenue	\$2,351,452
Uses:	School Special Revenue Funds	\$13,529,750

Net Change to Appropriated Budget: **\$13,529,750**

Description:

This request is to appropriate the Public Schools' appropriation requests approved by the School Board on December 14, 2023:

- This request is to re-appropriate \$11,178,298 in School Special Revenue Funds from FY 23 to FY 24. Following the end of FY 23, balances are retained in each of the Public Schools' Special Revenue Funds. These balances are retained for use in each individual fund and will be spent in accordance with the specific requirements for each individual fund. A list including descriptions and amounts requested for re-appropriation is included in Attachment C.
- This request is to appropriate \$2,351,452 in State funding to the Public Schools. On September 14, Governor Youngkin signed HB 6001/SB 6001, which included a significant investment in public education. This budget provides one-time State per pupil funding for the implementation of the Virginia Literacy Act, learning loss, and to combat chronic absenteeism. The Governor recommended that school divisions focus on an "ALL In" approach that uses 70% of allocated funds on Grade 3-8 high-intensity tutoring, 20% on the Virginia Literacy Act (VLA), and 10% on chronic absenteeism.

Appropriation #2024025

Sources:	Emergency Communications Center Fund - Local	(\$15,388)
	Revenue Reserve for Contingencies (currently appropriated)	\$4,206
Uses:	Emergency Communications Center Fund – Operations	(\$15,388)
	Emergency Communications Center	\$4,206

Net Change to Appropriated Budget: **(\$15,388)**

Description:

The Charlottesville-UVA-Albemarle County Emergency Communications Center (ECC), an entity where the County serves as fiscal agent, requests to reduce the overall appropriated budget for the Emergency Communications Center Fund by \$15,388. The Charlottesville-UVA-Albemarle County Emergency Communications Center Management Board met on May 16, 2023, during which time they approved the ECC's FY 24 budget, which occurred after the approval of the FY 24 County budget appropriation.

This request also appropriates \$4,206 to the Emergency Communications Center (ECC) from the Reserve for Contingencies. This change is for the County's share of operating costs for this regional public safety agency and is based on the agency's approved budget.

After approval of this appropriation, the FY 24 General Fund Reserve for Contingencies balance will be \$513,843. Of that amount, \$330,258 is for unanticipated expenses that may require ongoing funding and \$183,585 is for expenses that may require one-time funding.

Appropriation #2024026

Sources:	State Revenue	\$50,000\$44,000
	Economic Development Authority (EDA) Fund (currently appropriated)	\$50,000\$24,000

Uses: Economic Development Authority (EDA) Governor's Agriculture & Forestry Industries Development Fund Infrastructure Grant (AFID Grant) \$100,000

Net Change to Appropriated Budget: \$50,000

Description:
This request is to appropriate \$50,000 in State revenue for the Governor's Agriculture & Forestry Industries Development Fund Infrastructure Grant (AFID Grant) and a \$50,000 match in currently appropriated funds from the Economic Development Authority (EDA) to Potter's Craft Cider. The purpose of this pass-through grant is to support the expansion of an existing primary business in Albemarle County and support job creation and use of Virginia grown agricultural products.

Mr. Ryan Davidson, Deputy Chief of Budget, said that he would present one slide regarding an action item to amend the FY24 budget. He said that in accordance with the Code of Virginia, a public hearing must be held before amending the budget when the total amount exceeded 1% of the currently adopted budget. He said that this was applicable tonight as the total proposed amendment was approximately \$13.5 million. He said that \$11.1 million was for School special revenue fund reappropriations and over \$2.3 million in state revenue allocated to the School's funds and grant funds in local government.

Mr. Davidson said that he would like to point out a typographical error in a chart that was included in the executive summary for this agenda item. He said the chart illustrating the sources and uses for the \$11.1 million of the Schools special revenue funds mistakenly listed it as general fund balance when it should have been Schools special revenue fund balance. He said that Attachment A contained all the details of the appropriations, as well as Attachment C, which provided additional information on each of the Schools special revenue funds within the \$11.1 million. He said that staff's recommendation was for the Board to adopt the resolution in Attachment B after the public hearing.

Mr. Andrews opened the public hearing. He noted that there was no one signed up to speak and he closed the public hearing, bringing the matter back before the Board for comments or a motion.

Ms. Mallek **moved** that the Board adopt the attached Resolution (Attachment B) to approve the appropriations for Local Government and School projects and programs, as described in Attachment A.

Ms. McKeel **seconded** the motion. Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Andrews, Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, and Mr. Pruitt.
NAYS: None.

**RESOLUTION TO APPROVE
ADDITIONAL FY 2024 APPROPRIATIONS**

BE IT RESOLVED by the Albemarle County Board of Supervisors:

- 1) That the FY 24 Budget is amended to increase it by \$13,564,362;
- 2) That Appropriations #2024024; #2024025; and #2024026 are approved;
- 3) That the appropriations referenced in Paragraph #1, above, are subject to the provisions set forth in the Annual Resolution of Appropriations of the County of Albemarle for the Fiscal Year ending June 30, 2024.

* * * *

APP#	Account String	Description	Amount
2024024	3-3000-63000-351000-510100-6599	SA2024024 Child Nutrition Program-Fund Balance	\$4,875,105.26
2024024	3-3002-63002-351000-510100-6599	SA2024024 Summer Nutrition Program-Fund Balance	\$636,192.05
2024024	3-3010-63010-351000-510100-6599	SA2024024 Fresh Fruits & Vegetables Program-Fund Balance	\$489.05
2024024	3-3101-63101-351000-510100-6599	SA2024024 Title I-Fund Balance	\$2,447.32
2024024	3-3103-63103-351000-510100-6599	SA2024024 Migrant-Fund Balance	\$2,121.88
2024024	3-3104-63104-351000-510100-6599	SA2024024 Misc Grants-Fund Balance	\$561,472.58
2024024	3-3105-63105-351000-510100-6599	SA2024024 CTE/Tech Grants-Fund Balance	\$21,305.42
2024024	3-3116-63116-351000-510100-6599	SA2024024 Economically Dislocated Workers-Fund Balance	\$5,682.17
2024024	3-3120-63120-351000-510100-6599	SA2024024 Blue Ridge Juvenile Detention Program-Fund Balance	\$4,313.70
2024024	3-3125-63125-351000-510100-6599	SA2024024 School Health Workforce Grant-Fund	\$72,444.06

		Balance	
2024024	3-3145-63145-351000-510100-6599	SA2024024 AIMR Summer Rental-Fund Balance	\$250,000.00
2024024	3-3151-63151-351000-510100-6599	SA2024024 Teacher Mentoring Program-Fund Balance	\$6,430.00
2024024	3-3152-63152-351000-510100-6599	SA2024024 Algebra Readiness-Fund Balance	\$239,526.80
2024024	3-3159-63159-351000-510100-6599	SA2024024 KOVAR Grant-Fund Balance	\$613.33
2024024	3-3166-63166-351000-510100-6599	SA2024024 ARP-Fund Balance	\$363.52
2024024	3-3173-63173-351000-510100-6599	SA2024024 Migrant Consort Incentive Grant-Fund Balance	\$0.08
2024024	3-3202-63202-351000-510100-6599	SA2024024 ED Program-Fund Balance	\$136,004.30
2024024	3-3205-63205-351000-510100-6599	SA2024024 Preschool-Fund Balance	\$620.40
2024024	3-3207-63207-351000-510100-6599	SA2024024 Carl Perkins-Fund Balance	\$18,059.95
2024024	3-3217-63217-351000-510100-6599	SA2024024 Project Graduation-Fund Balance	\$31,509.53
2024024	3-3221-63221-351000-510100-6599	SA2024024 EL Civics Partnership-Fund Balance	\$8,028.28
2024024	3-3225-63225-351000-510100-6599	SA2024024 i3 Grant-Fund Balance	\$21,895.22
2024024	3-3226-63226-351000-510100-6599	SA2024024 STEM Learning Through the Arts-Fund Balance	\$32,048.62
2024024	3-3227-63227-351000-510100-6599	SA2024024 VPI/Bright Stars-Fund Balance	\$337,425.55
2024024	3-3304-63304-351000-510100-6599	SA2024024 Families in Crisis-Fund Balance	\$134,288.38
2024024	3-3305-63305-351000-510100-6599	SA2024024 Driver Safety-Fund Balance	\$147,645.04
2024024	3-3306-63306-351000-510100-6599	SA2024024 Open Doors-Fund Balance	\$19,702.55
2024024	3-3310-63310-351000-510100-6599	SA2024024 Learning Recovery Fund-Fund Balance	\$750,000.00
2024024	3-3380-63380-351000-510100-6599	SA2024024 Community Lab School-Fund Balance	\$7,317.97
2024024	3-3501-63501-351000-510100-6599	SA2024024 Albemarle Trust-Fund Balance	\$15,000.00
2024024	3-3502-63502-351000-510100-6599	SA2024024 Foundation for Excellence-Shannon Grant-Fund Balance	\$2,258.00
2024024	3-3905-63905-351000-510100-6599	SA2024024 Vehicle Replacement-Fund Balance	\$586,048.84
2024024	3-3907-63907-351000-510100-6599	SA2024024 Technology Replacement-Fund Balance	\$1,648,724.69
2024024	3-3909-63909-351000-510100-6599	SA2024024 Learning Resources Replacement-Fund Balance	\$32,556.34
2024024	3-3910-63910-351000-510100-6599	SA2024024 Vehicle Maintenance-Fund Balance	\$220,657.18
2024024	3-3911-63911-351000-510100-6599	SA2024024 Revenue Contingency Reserve-Fund Balance	\$350,000.00
2024024	4-3000-63000-465101-119300-6101	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6102	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6103	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6104	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6105	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6106	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6107	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6109	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6110	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6111	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6112	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6114	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6115	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-119300-6116	SA2024024 Salaries-Food Service	\$100,000.00
2024024	4-3000-63000-465101-129300-6101	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6102	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6103	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6104	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6105	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6106	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6107	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6109	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6110	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6111	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6112	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6114	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6115	SA2024024 OT/Wages-Food Service	\$20,000.00
2024024	4-3000-63000-465101-129300-6116	SA2024024 OT/Wages-Food Service	\$20,000.00

2024024	4-3000-63000-465101-210000-6101	SA2024024 FICA	\$9,180.00
2024024	4-3000-63000-465101-210000-6102	SA2024024 FICA	\$9,180.00
2024024	4-3000-63000-465101-210000-6103	SA2024024 FICA	\$9,180.00
2024024	4-3000-63000-465101-210000-6104	SA2024024 FICA	\$9,180.00
2024024	4-3000-63000-465101-210000-6105	SA2024024 FICA	\$9,180.00
2024024	4-3000-63000-465101-210000-6106	SA2024024 FICA	\$9,180.00
2024024	4-3000-63000-465101-210000-6107	SA2024024 FICA	\$9,180.00
2024024	4-3000-63000-465101-210000-6109	SA2024024 FICA	\$9,180.00
2024024	4-3000-63000-465101-210000-6110	SA2024024 FICA	\$9,180.00
2024024	4-3000-63000-465101-210000-6111	SA2024024 FICA	\$9,180.00
2024024	4-3000-63000-465101-210000-6112	SA2024024 FICA	9180.00
2024024	4-3000-63000-465101-210000-6114	SA2024024 FICA	9180.00
2024024	4-3000-63000-465101-210000-6115	SA2024024 FICA	9180.00
2024024	4-3000-63000-465101-210000-6116	SA2024024 FICA	9180.00
2024024	4-3000-63000-465101-331000-6101	SA2024024 Repairs & Maintenance	10000.00
2024024	4-3000-63000-465101-331000-6102	SA2024024 Repairs & Maintenance	10000.00
2024024	4-3000-63000-465101-331000-6103	SA2024024 Repairs & Maintenance	5000.00
2024024	4-3000-63000-465101-331000-6104	SA2024024 Repairs & Maintenance	5000.00
2024024	4-3000-63000-465101-331000-6106	SA2024024 Repairs & Maintenance	5000.00
2024024	4-3000-63000-465101-331000-6107	SA2024024 Repairs & Maintenance	5000.00
2024024	4-3000-63000-465101-331000-6110	SA2024024 Repairs & Maintenance	5000.00
2024024	4-3000-63000-465101-331000-6111	SA2024024 Repairs & Maintenance	5000.00
2024024	4-3000-63000-465101-331000-6112	SA2024024 Repairs & Maintenance	5000.00
2024024	4-3000-63000-465101-331000-6114	SA2024024 Repairs & Maintenance	5000.00
2024024	4-3000-63000-465101-331000-6115	SA2024024 Repairs & Maintenance	5000.00
2024024	4-3000-63000-465101-331000-6116	SA2024024 Repairs & Maintenance	5000.00
2024024	4-3000-63000-465101-331000-6117	SA2024024 Repairs & Maintenance	5000.00
2024024	4-3000-63000-465101-600200-6101	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6102	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6103	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6104	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6105	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6106	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6107	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6109	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6110	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6111	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6112	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6114	SA2024024 Food Supplies	141585.26
2024024	4-3000-63000-465101-600200-6115	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6116	SA2024024 Food Supplies	200000.00
2024024	4-3000-63000-465101-600200-6117	SA2024024 Food Supplies	250000.00
2024024	4-3002-63002-463115-139320-6520	SA2024024 PT/Cafeteria Special Events	275142.97
2024024	4-3002-63002-463115-210000-6520	SA2024024 FICA	21049.08
2024024	4-3002-63002-463115-600200-6520	SA2024024 Food Supplies	250000.00
2024024	4-3002-63002-463115-600230-6520	SA2024024 Disposable Cooking Supplies	25000.00
2024024	4-3002-63002-463115-600500-6520	SA2024024 Laundry/Janitorial Supplies	15000.00
2024024	4-3002-63002-463115-800130-6520	SA2024024 Kitchen Equipment	50000.00
2024024	4-3010-63010-460204-600220-6520	SA2024024 Student Snacks/Meals	489.05
2024024	4-3101-63101-461101-601300-6530	SA2024024 Ed & Rec Supplies	2447.32
2024024	4-3103-63103-461101-550100-6530	SA2024024 Travel/Training/Education	2121.88
2024024	4-3104-63104-460700-601300-6530	SA2024024 Ed & Rec Supplies	561472.58
2024024	4-3105-63105-460700-601300-6530	SA2024024 Ed & Rec Supplies	21305.42
2024024	4-3116-63116-463348-132100-6530	SA2024024 P/TWages-Teacher	2000.00
2024024	4-3116-63116-463348-135000-6530	SA2024024 P/TWages-Clerical	2000.00
2024024	4-3116-63116-463348-210000-6530	SA2024024 FICA	306.00

2024024	4-3116-63116-463348-601300-6530	SA2024024 Ed & Rec Supplies	1376.17
2024024	4-3120-63120-461101-601300-6306	SA2024024 Ed & Rec Supplies	4313.70
2024024	4-3125-63125-462220-113100-6530	SA2024024 Salaries-Nurse	67295.92
2024024	4-3125-63125-462220-210000-6530	SA2024024 FICA	5148.14
2024024	4-3145-63145-461105-301210-6599	SA2024024 Contract Services	250000.00
2024024	4-3151-63151-461311-580500-6530	SA2024024 Staff Development	6430.00
2024024	4-3152-63152-463333-132100-6530	SA2024024 PT/Wages-Teacher	222505.16
2024024	4-3152-63152-463333-210000-6530	SA2024024 FICA	17021.64
2024024	4-3159-63159-461102-800100-6599	SA2024024 Machinery & Equipment	613.33
2024024	4-3166-63166-461101-601380-6530	SA2024024 Materials & Supplies-COVID19	363.52
2024024	4-3173-63173-461101-601300-6530	SA2024024 Ed & Rec Supplies	0.08
2024024	4-3202-63202-461102-112100-6499	SA2024024 Salaries-Teacher	126339.34
2024024	4-3202-63202-461102-210000-6499	SA2024024 FICA	9664.96
2024024	4-3205-63205-461108-114100-6499	SA2024024 Salaries-TA	576.31
2024024	4-3205-63205-461108-210000-6499	SA2024024 FICA	44.09
2024024	4-3207-63207-461190-580500-6530	SA2024024 Staff Development	2539.61
2024024	4-3207-63207-461190-601300-6530	SA2024024 Ed & Rec Supplies	9520.34
2024024	4-3207-63207-461190-800100-6530	SA2024024 Machinery & Equipment	6000.00
2024024	4-3217-63217-461101-132100-6530	SA2024024 PT/Wages-Teacher	29270.35
2024024	4-3217-63217-461101-210000-6530	SA2024024 FICA	2239.18
2024024	4-3221-63221-461101-132100-6530	SA2024024 PT/Wages-Teacher	7457.75
2024024	4-3221-63221-461101-210000-6530	SA2024024 FICA	570.53
2024024	4-3225-63225-461313-601300-6530	SA2024024 Ed & Rec Supplies	12595.45
2024024	4-3225-63225-461313-800100-6530	SA2024024 Machinery & Equipment	9299.77
2024024	4-3226-63226-461101-301210-6530	SA2024024 Contract Services	32048.62
2024024	4-3227-63227-461108-112100-6104	SA2024024 Salaries-Teacher	25000.00
2024024	4-3227-63227-461108-112100-6109	SA2024024 Salaries-Teacher	25000.00
2024024	4-3227-63227-461108-112100-6110	SA2024024 Salaries-Teacher	25000.00
2024024	4-3227-63227-461108-112100-6112	SA2024024 Salaries-Teacher	25000.00
2024024	4-3227-63227-461108-112100-6114	SA2024024 Salaries-Teacher	25000.00
2024024	4-3227-63227-461108-112100-6116	SA2024024 Salaries-Teacher	25000.00
2024024	4-3227-63227-461108-210000-6104	SA2024024 FICA	1912.50
2024024	4-3227-63227-461108-210000-6109	SA2024024 FICA	1912.50
2024024	4-3227-63227-461108-210000-6110	SA2024024 FICA	1912.50
2024024	4-3227-63227-461108-210000-6112	SA2024024 FICA	1912.50
2024024	4-3227-63227-461108-210000-6114	SA2024024 FICA	1912.50
2024024	4-3227-63227-461108-210000-6116	SA2024024 FICA	1912.50
2024024	4-3227-63227-461108-132135-6501	SA2024024 PT/Wages-Interpreter	10000.00
2024024	4-3227-63227-461108-210000-6501	SA2024024 FICA	765.00
2024024	4-3227-63227-461108-312500-6501	SA2024024 Professional Services-Instructional	100000.00
2024024	4-3227-63227-461108-580500-6501	SA2024024 Staff Development	15000.00
2024024	4-3227-63227-461108-601200-6501	SA2024024 Books & Subscriptions	5185.55
2024024	4-3227-63227-461108-601300-6501	SA2024024 Ed & Rec Supplies	45000.00
2024024	4-3304-63304-461101-579001-6530	SA2024024 Housing Assit. Payments Homeless	67144.19
2024024	4-3304-63304-461101-580004-6530	SA2024024 Misc. Exp-Homeless	67144.19
2024024	4-3305-63305-461144-132100-6301	SA2024024 Salaries-P/T Wages Teacher	34266.95
2024024	4-3305-63305-461144-132100-6302	SA2024024 Salaries-P/T Wages Teacher	27816.00
2024024	4-3305-63305-461144-132100-6304	SA2024024 Salaries-P/T Wages Teacher	27816.00
2024024	4-3305-63305-461144-210000-6301	SA2024024 FICA	2621.42
2024024	4-3305-63305-461144-210000-6302	SA2024024 FICA	2128.00
2024024	4-3305-63305-461144-210000-6304	SA2024024 FICA	2128.00
2024024	4-3305-63305-461144-601300-6301	SA2024024 Ed & Rec Supplies	7924.67
2024024	4-3305-63305-461237-132100-6530	SA2024024 Salaries-P/T Wages Teacher	27816.00
2024024	4-3305-63305-461237-210000-6530	SA2024024 FICA	2128.00
2024024	4-3305-63305-461237-312700-6530	SA2024024 Professional Services Consultant	3000.00
2024024	4-3305-63305-461237-601300-6530	SA2024024 Ed & Rec Supplies	10000.00

2024024	4-3306-63306-460000-115000-6301	SA2024024 Salaries-Office Clerical	11000.00
2024024	4-3306-63306-460000-135000-6301	SA2024024 Salaries-P/T Wages Office Clerical	5000.00
2024024	4-3306-63306-460000-210000-6301	SA2024024 FICA	1224.00
2024024	4-3306-63306-460000-221000-6301	SA2024024 VRS	1203.55
2024024	4-3306-63306-460000-231000-6301	SA2024024 Health Insurance	1200.00
2024024	4-3306-63306-460000-232000-6301	SA2024024 Dental Insurance	50.00
2024024	4-3306-63306-460000-241000-6301	SA2024024 VRS Group Life Insurance	25.00
2024024	4-3310-63310-461120-117200-6599	SA2024024 Salaries-Transit Aide	10000.00
2024024	4-3310-63310-461120-132100-6599	SA2024024 P/T Wages Teacher	250000.00
2024024	4-3310-63310-461120-134100-6599	SA2024024 P/T Wages TA	40840.00
2024024	4-3310-63310-461120-137100-6599	SA2024024 P/T Wages Bus Drivers	25000.00
2024024	4-3310-63310-461120-210000-6599	SA2024024 FICA	11110.00
2024024	4-3310-63310-461120-420110-6599	SA2024024 School Transportation	50000.00
2024024	4-3310-63310-461120-601300-6599	SA2024024 Ed & Rec Supplies	10000.00
2024024	4-3310-63310-461124-117200-6599	SA2024024 Salaries-Transit Aide	10000.00
2024024	4-3310-63310-461124-132100-6599	SA2024024 P/T Wages Teacher	250000.00
2024024	4-3310-63310-461124-137100-6599	SA2024024 P/T Wages Bus Drivers	25000.00
2024024	4-3310-63310-461124-210000-6599	SA2024024 FICA	8050.00
2024024	4-3310-63310-461124-420110-6599	SA2024024 School Transportation	50000.00
2024024	4-3310-63310-461124-601300-6599	SA2024024 Ed & Rec Supplies	10000.00
2024024	4-3380-63380-461101-132100-6280	SA2024024 PT/Wages-Teacher	3000.00
2024024	4-3380-63380-461101-210000-6280	SA2024024 FICA	230.00
2024024	4-3380-63380-461101-601300-6280	SA2024024 Ed & Rec Supplies	4087.97
2024024	4-3501-63501-463080-580000-6599	SA2024024 Miscellaneous Expenses	15000.00
2024024	4-3502-63502-460606-601300-6599	SA2024024 Ed & Rec Supplies	2258.00
2024024	4-3905-63905-462320-800506-6599	SA2024024 School Bus Replacement	586048.84
2024024	4-3907-63907-468200-800700-6599	SA2024024 Technology Equip-Computer	1648724.69
2024024	4-3909-63909-461101-601200-6599	SA2024024 Books & Subscriptions	1000.00
2024024	4-3909-63909-461101-601300-6599	SA2024024 Ed & Rec Supplies	1556.34
2024024	4-3909-63909-461101-602000-6599	SA2024024 Textbook Replacement	30000.00
2024024	4-3910-63910-462341-600900-6599	SA2024024 Vehicle & Equip Repairs	220657.18
2024024	4-3911-63911-461101-112100-6599	SA2024024 Salaries-Teacher	260000.00
2024024	4-3911-63911-461101-210000-6599	SA2024024 FICA	19000.00
2024024	4-3911-63911-461101-221000-6599	SA2024024 VRS	20000.00
2024024	4-3911-63911-461101-231000-6599	SA2024024 Health Insurance	50000.00
2024024	4-3911-63911-461101-232000-6599	SA2024024 Dental Insurance	500.00
2024024	4-3911-63911-461101-241000-6599	SA2024024 VRS Group Life Insurance	500.00
2024024	3-3229-63229-324000-240500-6530	SA2024024 240500-GRANT REVENUE-STATE	2351452.00
2024024	4-3229-63229-461101-132100-6530	SA2024024 132100-PT/WAGES-TEACHER	643500.00
2024024	4-3229-63229-461101-134100-6530	SA2024024 134100-PT/WAGES-TEACHER AIDE	200000.00
2024024	4-3229-63229-461101-137100-6530	SA2024024 137100-PT/Wages-Bus Drivers	9000.00
2024024	4-3229-63229-461101-139300-6530	SA2024024 139300-PT/WAGES-FOOD SERVICE	3750.00
2024024	4-3229-63229-461101-111400-6530	SA2024024 111400-SALARIES-OTHER MANAGEMENT	45000.00
2024024	4-3229-63229-461101-160150-6530	SA2024024 160150-STIPEND-TUTORIAL	90000.00
2024024	4-3229-63229-461101-210000-6530	SA2024024 210000-FICA	75818.00
2024024	4-3229-63229-461101-231000-6530	SA2024024 231000-Health Insurance	6900.00
2024024	4-3229-63229-461101-232000-6530	SA2024024 232000-Dental Insurance	168.00
2024024	4-3229-63229-461101-310000-6530	SA2024024 310000-PROFESSIONAL SERVICES	400000.00
2024024	4-3229-63229-461101-420110-6530	SA2024024 420110-SCHOOL TRANSPORTATION	120334.00
2024024	4-3229-63229-461101-800710-6530	SA2024024 800710-Software	55000.00
2024024	4-3229-63229-461102-134100-6530	SA2024024 134100-PT/WAGES-TEACHER AIDE	3750.00
2024024	4-3229-63229-461102-210000-6530	SA2024024 210000-FICA	300.00
2024024	4-3229-63229-461311-310000-6530	SA2024024 310000-PROFESSIONAL SERVICES	20000.00
2024024	4-3229-63229-461311-600000-6530	SA2024024 600000-Materials & Supplies	390987.00
2024024	4-3229-63229-462210-112300-6530	SA2024024 112300-SALARIES-COUNSELOR	218300.00
2024024	4-3229-63229-462210-210000-6530	SA2024024 210000-FICA	16700.00

2024024	4-3229-63229-462210-231000-6530	SA2024024 231000-Health Insurance	9857.00
2024024	4-3229-63229-462210-232000-6530	SA2024024 232000-Dental Insurance	240.00
2024024	4-3229-63229-462210-221000-6530	SA2024024 221000-Virginia Retirement Sys.	38923.00
2024024	4-3229-63229-462210-240000-6530	SA2024024 240000-GROUP LIFE INSURANCE	2925.00
2024025	4-1000-39000-435600-710000-0008	SA2024025 ECC Contirbution Change 1/10/24 Approp.	4206.00
2024025	4-1000-94000-499000-999990-9999	SA2024025 ECC Contirbution Change 1/10/24 Approp.	-4206.00
2024025	3-4100-32100-316000-160311-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	5668.00
2024025	3-4100-32100-316000-160502-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	4206.00
2024025	3-4100-32100-316000-160503-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	1553.00
2024025	3-4100-32100-316000-160512-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-2230.00
2024025	3-4100-32100-316000-160534-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-10051.00
2024025	3-4100-32100-316000-160624-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-1043.00
2024025	3-4100-32100-316000-160625-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-1622.00
2024025	3-4100-32100-316000-160626-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-2723.00
2024025	3-4100-32100-316000-160627-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-1796.00
2024025	3-4100-32100-316000-160628-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-2897.00
2024025	3-4100-32100-316000-160629-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-1940.00
2024025	3-4100-32100-316000-160630-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-1912.00
2024025	3-4100-32100-316000-160633-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-117.00
2024025	3-4100-32100-316000-160634-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-434.00
2024025	4-4100-32130-435600-800701-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-15336.00
2024025	4-4100-32130-435600-110000-9999	SA2024025 ECC Budgdet Adjustment 1/10/24 Appropriations	-2.00
2024026	4-4700-91095-493000-930200-9999	SA2024026 APP2024026 Potters Craft	50000.00
2024026	3-4702-91095-324000-240219-9999	SA2024026 APP2024026 Potters Craft	50000.00
2024026	3-4702-91095-351000-512000-9999	SA2024026 APP2024026 Potters Craft	50000.00
2024026	4-4702-91095-491095-593000-9999	SA2024026 APP2024026 Potters Craft	100000.00
2024026	4-4700-91095-491095-950031-9999	SA2024026 APP2024026 Potters Craft	-50000.00

Agenda Item No.15. **Public Hearing: ZMA202000012 Montclair (formerly known as White Gate Village). Deferred at the request of the applicant.**

Agenda Item No.16. **Public Hearing: ACSA202100002 Montclair ACSA Jurisdictional Area Amendment. Deferred at the request of the applicant.**

Agenda Item No.17. **Public Hearing: Clarifying the Effective Date of the Community Development Fee Restructuring.** To receive public comment on its intent to adopt an ordinance to set an effective date of July 1, 2024 for previously-adopted Ordinance Nos. 23-1(1), 23-3(3), 23-5(1), 23-7(2), 23-14(1), 23-17(1), and 23-18(3), which restructure the Community Development Department’s fees.

The Executive Summary as forwarded to the Board states that following notice and a public hearing, on December 6, 2023, the Board of Supervisors adopted Ordinance Nos. 23-1(1), 23-3(3), 23-5(1), 23-7(2), 23-14(1), 23-17(1), and 23-18(3) (collectively, the “Fee-Restructuring Ordinances”) (Attachments A-G), restructuring the Community Development Department’s fees for certain applications, permits, and activities. As adopted, the Fee-Restructuring Ordinances did not specify a delayed effective date.

Staff recommends that the new fee structure have a delayed effective date of July 1, 2024, both to allow staff time to make the necessary changes to its information and systems, and to limit cost impacts of contracts for developments that are underway. The premature implementation of the Fee-Restructuring Ordinances would have adverse and unintended impacts on applicants, the public, and staff.

Staff has prepared a proposed new ordinance (Attachment H) that would clarify July 1, 2024 as the effective date of the Fee-Restructuring Ordinances.

Because no budget impacts have been identified, there would be no implication to staffing costs.

Staff recommends that following a public hearing, the Board adopt the proposed Ordinance

(Attachment H), setting July 1, 2024 as the effective date of the previously-adopted CDD fee restructuring ordinances.

Mr. Andy Herrick, Deputy County Attorney, said he was there to discuss a follow-up ordinance regarding the Community Development fee restructuring ordinances that were presented before the Board on December 6. He said that at that time, Mr. Shifflett and Ms. McCauley were presented a series of ordinances aimed at restructuring the fees within the Community Development Department (CDD). He said there were seven ordinances adopted at that time, each for a separate chapter of the County code. He said that this evening's ordinance aimed primarily to conclude one outstanding matter, which was the effective date of the ordinance.

Mr. Herrick said that the intention of Community Development, and what they presented to the stakeholders, was that the fees would become effective on July 1, 2024. He said that they required additional time until July 1, 2024 to reprogram systems and set everything up with the correct configuration. He said that they have returned before the Board with an un-codified proposed ordinance, Attachment H. He said that all seven of the ordinances that the Board adopted on December 6 would have an effective date of July 1. He said it was staff's recommendation that following the public hearing, the Board adopt the proposed ordinance, Attachment H.

Mr. Andrews opened the public hearing. Hearing none, he closed the public hearing and brought the matter back before the Board for comments or to make a motion.

Ms. Mallek **moved** to adopt Ordinance 24-A, an ordinance to clarify the effective date of certain Community Development Department Fees, as described in Attachment H..

Ms. McKeel **seconded** the motion. Roll was called and the motion carried by the following recorded vote:

AYES: Mr. Andrews, Mr. Gallaway, Ms. LaPisto-Kirtley, Ms. Mallek, Ms. McKeel, and Mr. Pruitt.
NAYS: None.

**ORDINANCE NO. 24-A(1) AN ORDINANCE TO CLARIFY THE EFFECTIVE DATE OF CERTAIN
COMMUNITY DEVELOPMENT DEPARTMENT FEES**

WHEREAS, following notice and a public hearing, on December 6, 2023, the Board of Supervisors adopted Ordinance Nos. 23-1(1), 23-3(3), 23-5(1), 23-7(2), 23-14(1), 23-17(1), and 23-18(3) (collectively, the "Adopted Ordinances"), restructuring the Community Development Department's fees for certain applications, permits, and activities; and

WHEREAS, as adopted, the Adopted Ordinances did not specify a delayed effective date; and

WHEREAS, County staff recommends that the new fee structure have a delayed effective date of July 1, 2024, both to allow staff time to make the necessary changes to its information and systems and to limit cost impacts of contracts for developments that are underway; and

WHEREAS, the premature implementation of the Adopted Ordinances would have adverse and unintended impacts on applicants, the public, and County staff.

NOW, THEREFORE, BE IT HEREBY ORDAINED THAT the Adopted Ordinances are to be effective on and after July 1, 2024. All provisions amended or repealed by the Adopted Ordinances remain effective retroactive to the adoption of the Adopted Ordinances and will remain effective continuously, without interruption, from December 6, 2023, the date of adoption of the Adopted Ordinances, through and including June 30, 2024.

Agenda Item No. 19. Adjourn to January 17, 2024, 1:00 p.m. Lane Auditorium.

At 6:08 p.m., the Board adjourned its meeting to December 13, 2023, 1:00 p.m. Lane Auditorium. Opportunities for the public to access and participate in this meeting are posted on the Albemarle County website on the Board of Supervisors home page and on the Albemarle County calendar. Participation will include the opportunity to comment on those matters for which comments from the public will be received.

Approved by Board
Date: 06/04/2025
Initials: CKB

Chair