



# Albemarle County

## Legislation Details (With Text)

**File #:** 16-154      **Version:** 1      **Name:**  
**Type:** Resolution      **Status:** Consent Agenda  
**File created:** 1/12/2016      **In control:** Board of Supervisors  
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**Title:** Health Department - Charlottesville Free Clinic Renovation Project

**Sponsors:**

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**Attachments:** 1. 16-154 Att.A Proposed\_Renovations, 2. 16-154 Att.B MOU.pdf, 3. 16-154 Att.C Resolution

Date	Ver.	Action By	Action	Result
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**AGENDA DATE:** 2/3/2016

**TITLE:**

Health Department - Charlottesville Free Clinic Renovation Project

**SUBJECT/PROPOSAL/REQUEST:** Resolution authorizing the renovation of the Charlottesville Free Clinic

**ITEM TYPE:** Consent Action Item

**STAFF CONTACT(S):** Foley, Letteri, Davis, Henry

**PRESENTER (S):** N/A

**LEGAL REVIEW:** Yes

**REVIEWED BY:** Thomas C. Foley

**BACKGROUND:** The County of Albemarle and the City of Charlottesville jointly own the building and property located at 1138 Rose Hill Drive. The localities lease the property to the local Health Department under a 1995 Deed of Lease, and a subsequent First Amendment to Deed of Lease dated July 22, 2009. Since the lease term expired on June 30, 2014, the County and the City have been negotiating with the Virginia Department of Health for a new 5-year lease. In the meantime, the local Health Department remains a "holdover" tenant, occupying the locally-owned space on a month-to-month basis as provided in the expired lease.

The lease authorizes the Health Department to grant the Charlottesville Free Clinic (CFC) a license for the sole occupancy of office and dental clinic space totaling 3,386 square feet. The CFC was founded in 1992 to provide high quality health care to working people without health insurance or access to free care elsewhere. The partnership between the CFC Board and the Health Department has successfully provided patients with a convenient central location to access a variety of their health care needs.

In order to accommodate its growing needs, the CFC is proposing some minor internal renovations in the building to expand the dental clinic. These renovations are agreeable to the Health Department. County and City approval is needed for the CFC to proceed with these proposed internal renovations.

**STRATEGIC PLAN:** Operational Capacity. Ensure County government's ability to provide high quality service that achieves community priorities.

**DISCUSSION:** The CFC requested a relatively minor renovation project for expansion of its dental suite. This proposed renovation would be within the current footprint of the building and would entail the removal of several non-load bearing walls, the creation of several windows, and the relocation of several security doors. The proposed renovation would create a new front office and a much needed fourth operatory. Attachment A shows the proposed renovations. The estimated project cost of approximately \$100,000 would be funded solely by the CFC.

In order for the CFC to proceed with the interior renovation work, formal approval must be obtained from the County and the City. County and City staff have prepared a proposed Memorandum of Understanding (MOU) (Attachment B) to document the understanding between the County, the City, and the CFC regarding approvals required by the parties and the parties' roles and responsibilities in the construction process. The MOU would require that the City's Office of Facilities Development review and approve permit documents prior to their submission to the City's Building Code Official, would require that a building permit be obtained prior to commencement of any work, and would provide the City's Office of Facilities Development the right to inspect the work in progress. The MOU would also require that the City Office of Facilities Development provide formal notice to all parties when the work is accepted as finally completed.

City staff is requesting that City Council approve the renovations and the MOU at its February 2, 2016 meeting.

**BUDGET IMPACT:** There would be no financial impact to the County, as the CFC would be responsible for funding all renovations.

**RECOMMENDATION:**

Staff recommends that the Board adopt the attached resolution (Attachment C) to authorize the interior renovations proposed by the CFC at the Health Department building and to authorize the County Executive to sign the Memorandum of Understanding once approved as to form and content by the County Attorney.

Attachment A: CFC Proposed Renovations

Attachment B: Memorandum of Understanding

Attachment C: Resolution