

CITY COUNCIL AGENDA

TYPE OF ITEM SUBJECT

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

AWARDS/RECOGNITIONS Employee Recognition

MATTERS BY THE PUBLIC Public comment will be permitted until 8:00 p.m. and at the end of the meeting on

any item, including items on the agenda, provided that a public hearing is not

planned or has not previously been held on the matter

1. PUBLIC HEARING Adelphia Cable Television Franchise Renewal

2. **RESOLUTION*** Opposing War in Iraq

3. REPORT/RESOLUTION* Environmental Stewardship Policy

4. REPORT Jefferson School Task Force

5. RESOLUTION* Route 29 Study Scope

6. CONSENT AGENDA*

a. Approving minutes of January 21

b. APPROPRIATION: \$87,943 - Law Enforcement Grant c. APPROPRIATION: \$93,376 - Mental Health Services Grant

d. RESOLUTION: International City Manager's Association Resource Cities Program

MATTERS BY THE PUBLIC

OTHER BUSINESS

ADJOURNMENT

February 3, 2003 7:30 p.m.

*ACTION NEEDED

Reasonable accommodations will be provided for persons with disabilities if requested.

City Attorney's Office

City of Charlottesville

MEMORANDUM

TO: CITY COUNCIL

FROM: Renee Knake, Assistant City Attorney

DATE: January 27, 2003

RE: Public Hearing on Adelphia Cable Franchise Renewal Request

As you know, a public hearing is set on the February 3, 2003 agenda regarding Adelphia Cable's request for renewal of its franchise agreement. The purpose of the public hearing is to provide an opportunity for the public to comment on Adelphia's past performance and to share future cable-related needs and interests.

Attached, for your reference, is a handout that will be made available to the public prior to the hearing. The handout explains that the public hearing is one component of the comprehensive "needs assessment" currently underway to evaluate whether Adelphia's franchise should be renewed. The handout also summarizes the franchise renewal process. The Cable Committee, which includes Vice Mayor Richards and Councilor Caravati, will review all of the information collected from the needs assessment and make recommendations to Council at a later date.

During the public hearing, it may be helpful to keep in mind the following:

- The City determines whether to renew the franchise by the following standards:
 - Has Adelphia substantially complied with the material terms of the existing franchise?
 - Has the quality of Adelphia's service been reasonable in light of community needs?
 - Does Adelphia have the requisite financial, legal and technical ability to provide needed services?
 - Will Adelphia's proposal meet future cable-related community needs and interests, taking into account the cost of meeting such needs and interests?
- The City CANNOT regulate RATES or SPECIFIC CHANNELS
- The City CAN regulate SYSTEM UPGRADE, TERM OF FRANCHISE, FRANCHISE FEES, CUSTOMER SERVICE STANDARDS, USE OF PUBLIC RIGHT-OF-WAY
- For answers to specific questions, or to provide additional comments, the public may email the City at adelphia@charlottesville.org or call 970-3080.

Please let me know if you desire any additional information to prepare for the public hearing.

ADELPHIA CABLE'S REQUEST FOR FRANCHISE RENEWAL

EXISTING FRANCHISE WITH ADELPHIA

- Adelphia's existing franchise is non-exclusive, meaning that other cable operators may receive similar franchise agreements. The franchise began July 1992 and expires June 2003.
- Adelphia has requested that the City renew its cable franchise agreement.
- Federal law places limits on the City's ability to regulate cable (see reverse side for summary of limitations on City's ability to regulate cable).

THE FRANCHISE RENEWAL PROCESS

- The renewal process requires a "needs assessment" including public comment and input.
- The needs assessment includes (1) citizen satisfaction telephone survey; (2) public/educational/ governmental ("PEG") access satisfaction written survey; (3) technical review of Adelphia's system and the PEG facilities/equipment; (4) franchise fee audit; and (5) public comment.
- The **purpose of tonight's public hearing** is to provide an opportunity for the public to comment on Adelphia's request for renewal of its franchise agreement. Specifically, comments should address <u>Adelphia's past performance</u> OR the <u>community's future cable-</u>related needs and interests.
- If you have additional comments, or would like to have a specific question answered, please e-mail the City at adelphia@charlottesville.org or call 970-3080.
- The purpose of the "needs assessment" is to evaluate the following:
- Has Adelphia substantially complied with the material terms of the existing franchise?
- Has the quality of Adelphia's service been reasonable in light of community needs?
- Does Adelphia have the requisite financial, legal and technical ability to provide needed services?
- Will Adelphia's proposal meet future cable-related community needs and interests, taking into account the cost of meeting such needs and interests?
- A Cable Committee has been formed to review the results of the needs assessment and advise City Council. Members of the Cable Committee include: Blake Caravati, Committee Chair; Meredith Richards, Council representative; Maurice Jones, City staff representative; Cal Tate, public access representative; Karen Durniak, citizen representative; Conni Lombardo, media representative; Doug Wright, education

representative.

- A tentative timeline follows:
- Cable Committee evaluates needs assessment (Feb. Mar. 2003).
- Cable Committee makes recommendation and presents model franchise agreement for initial approval by City Council at public hearing (Apr. 2003).
- Adelphia responds to recommendation and, assuming renewal is recommended, terms of franchise are negotiated as necessary (Apr. June 2003).

CITY CAN REGULATE:

- SYSTEM UPGRADE for increased channel capacity, system reliability and quality of signal
- > TERM of franchise agreement
- > PUBLIC ACCESS channel capacity and capital costs for public, educational and governmental (PEG) use
- > FRANCHISE FEES up to 5% of gross revenues
- > CUSTOMER SERVICE standards
- > CONTINUATION of broad categories of programming

CITY CANNOT REGULATE:

- > RATES charged to consumers
- > SPECIFIC CHANNELS to be included on cable (e.g. WGN, Golf channel)
- > SERVICES related to public, educational and governmental use (PEG) except by mutual agreement

RESOLUTION OPPOSING A PRE-EMPTIVE U.S. MILITARY ATTACK ON IRAQ

WHEREAS, the issues between Iraq and the world community have not proven to be irresolvable by traditional diplomatic efforts; and

WHEREAS, while Iraqi President Saddam Hussein is a tyrant, it is not at all clear that military action would result in the installation of a free and democratic Iraqi government; and

WHEREAS, U.S. military actions would risk death or wounding of U.S. service personnel and the deaths of thousands of Iraqi civilians without guaranteeing the safety and security of U.S. citizens; and

WHEREAS, a pre-emptive and unilateral U.S. military attack would violate international law and our commitments under the U.N. Charter and further isolate the U.S. from the rest of the world; and

WHEREAS, a U.S.-led war in Iraq without the full participation of our United Nations Allies would require the U.S. to commit to years of nation-building in Iraq; and

WHEREAS, the current administration has failed to articulate a clear strategic objective or outcome of a military attack against Iraq, and such an attack fails to enjoy the support of many of our important allies; and

WHEREAS, we give our unconditional and unyielding support to our courageous young men and women serving in our nation's military, even if we oppose the policy that sent them there;

NOW, THEREFORE, BE IT RESOLVED, that we, the members of the City Council of the City of Charlottesville, oppose a pre-emptive U.S. military attack on Iraq unless it is demonstrated that Iraq poses a real and imminent threat to the security and safety of the United States; and

BE IT FURTHER RESOLVED, that we support a continued and thorough operation of the U.N. weapons inspectors to Iraq, to guarantee unfettered access to all targeted sites; and

BE IT FURTHER RESOLVED, that we urge the U.S. to work through the U.N. Security Council and reaffirm our nation's commitment to the rule of law in all international relationships; and

BE IT FURTHER RESOLVED that, the City of Charlottesville takes great pride in proclaiming our wholehearted praise of our Armed Forces and wishes to protect them from danger and death; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Virginia congressional delegation, the President of the United States, and the Secretary General of the United Nations.

CITY OF CHARLOTTESVILLE, VIRGINIA CITY COUNCIL AGENDA



Agenda Date: February 3, 2003

Action Required: Approval of Resolution

Staff Contacts: Judith M. Mueller, Director of Public Works

Reviewed By: Gary O'Connell, City Manager

Title: Environmental Stewardship

<u>Background</u>: In November of 2001, a team of city managers (City Manager, City Attorney, Assistant City Manager and Director of Public Works) attended a three-day seminar entitled "What You Don't Know CAN Hurt You"—An Environmental Seminar for Virginia Local Governments. The seminar was paid for by the City of Roanoke, in lieu of a \$1 million fine from EPA.

<u>Discussion:</u> The team returned, committed to developing an Environmental Management System (EMS) for the City. A draft environmental policy was written and funds were included in the current year budget to hire an Environmental Manager. The manager has begun looking at all aspects of city government to ensure that our activities comply with all state, federal and local environmental laws. The initial work has centered on the Department of Public Works, which is the most "industrial" of all city departments. This self-assessment will culminate in a number of environmental certifications. The manager will also work to continuously improve environmental management practices citywide.

Budgetary Impact: Funding in current operating budget

Recommendations: Adopt environmental policy and approve resolution

<u>City of Charlottesville, Virginia</u>...a world class city! Environmental Sustainability Policy

Mindful of our responsibility to future generations, the City of Charlottesville is building a distinctive, world class, small city with a vision of insuring the quality and sustainability of our natural and built environment. The City of Charlottesville is committed to continuously improve environmental management practices and to become a world class model of environmental performance and stewardship. The City Manager expects that the culture and actions of the city reflect our environmental sensitivity and responsibility. As such, each individual City employee is challenged and empowered to proactively promote environmental leadership through the following four environmental stewardship principles:

- Conservation to actively explore, create, and communicate environmentally sound practices that emphasize the environmental management hierarchy of pollution prevention (source reduction), reuse, recycling, treatment, and environmentally safe disposal in order to conserve and protect our region's natural resources. The conservation principle includes assessing the effect on the environment of City activities, products, and services throughout their life cycles.
- **Co-operation** to build partnerships, inside and outside the City, to sustain and enhance our environment.
- Environmental Compliance and Risk Reduction to ensure that technologies, facilities, processes, and operating procedures meet and, when possible, exceed environmental, health, and safety requirements and other requirements that the City has committed to meet.
- **Restoration** to promptly and responsibly correct conditions that hinder sustainable environments.

In order to promote these stewardship principles, the City will develop and maintain an environmental management system (EMS), including the establishment of objectives and targets consistent with this policy and ISO 14001 Global Environmental Management Standards. The objectives of the EMS will be measurable, meaningful, and understandable.

The City of Charlottesville commits to providing human, financial, and technical resources appropriate for the management and maintenance of the EMS and to actively promote and pursue continual improvement in our EMS through self-assessments and reviews (internal and external, as appropriate),

This policy will be given wide dissemination. Copies of the policy will be posted in maintenance shops, work areas, and departmental bulletin boards, as appropriate. The policy will also be made available to the public through the Director of Communication Office as well as via the City website. We will openly communicate to all employees and the public, the City's EMS policy, our identified environmental aspects, objectives and targets, and programs to achieve them, and the results of these efforts.

This policy will be reviewed periodically by the City Manager and supporting staff to ensure that it remains appropriate to the nature, scale, and environmental impacts of City activities and services. As appropriate, updates will be made and publicized.

A RESOLUTION ADOPTING AN ENVIRONMENTAL SUSTAINABILITY POLICY FOR THE CITY OF CHARLOTTESVILLE

WHEREAS, the City of Charlottesville is located in an area of physical beauty and abundant natural resources; and,

WHEREAS, the City has been nationally recognized as a healthy place to live and work and an exceptional place to raise a family; and,

WHEREAS, this Council recognizes that a healthy and sustainable environment is essential for the quality of life that we cherish in Charlottesville, and is committed to making the City a world class model of environmental performance and stewardship; and,

WHEREAS, it is the desire of this Council to formally adopt a policy which reflects the City's commitment to protecting and preserving our natural environment for the health, benefit and well-being of all City residents as well as future generations.

NOW, THEREFORE, BE IT RESOLVED by the Council for the City of Charlottesville that the City hereby adopts an Environmental Sustainability Policy, a copy of which is attached hereto and made a part of this Resolution. The City Manager is directed to disseminate the Policy to all appropriate City departments and employees, and to periodically review the Policy and recommend updates and revisions as may be necessary.

JEFFERSON SCHOOL TASK FORCE

201 4th Street NW Charlottesville Virginia 22902 434.295.8156

TO: Mayor Maurice Cox and Members of City Council

FROM: Mary Means, Mary Means & Associates

THRU: Rochelle Small-Toney, Assistant City Manager

SUBJECT: Jefferson School Project Update

DATE: January 6, 2003

The Jefferson School Task Force has met once a month, beginning with the introductory and orientation meeting on September 30, 2002. The Task Force meetings have been well attended by both Task Force members and interested citizens. With one exception all of the meetings have been held in the Jefferson School in the meeting space set aside for the Task Force.

As part of the process of collecting background information and data for the decision making process, the consultants met with members of the task force, Jefferson School alumni, members of Citizens for Jefferson, Preservation Piedmont and the Charlottesville Historical Society, members of Council, city staff and many interested citizens. The interviews were confidential and participants were told that direct quotes or points of view would be shared with out personal attribution. People shared many ideas, historical information and concerns. Several common themes emerged in the discussions.

Jefferson School as a building and place of education:

- The physical plant Jefferson School as an historic building
- The school (building and place of education) as a place in the African American community, a place of education and community gathering. Not unlike many churches
- The school as a place of education for the new minorities (immigrants)
- The school as a place of education for the youngest and most at risk children.

Jefferson School as a symbol of how decisions have been made for and about the Charlottesville African American community:

- Public decision making decisions made for those impacted.
- Respect for places that don't seem important to the decision makers
- Understanding issues that are about emotion or connection to the past

Jefferson School as a symbol of African American power and prestige

- Educators were some of the most influential members of the community
- Education was a deeply held value and source of pride (to have a school built by African Americans, run by African Americans, graduating African Americans)

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- The school became the center of a middle and upper class African American community – teachers, doctors, professionals lived in the neighborhood around the school,
- It is the last publicly owned standing symbol of this community and represents a time and a place where they had honor and pride that was respected within their own community. It was a place that was different than a religious position; it was a public position that had honor outside of Charlottesville as a teacher, educator, graduate going on to colleges and universities.
- Jefferson School is said to be one of four African American Schools in Virginia that became desegrated.

Jefferson School as a place and idea that can tell the story of African American history in Charlottesville.

- Different places in Charlottesville and Albermarle have their own history. Jefferson School history is about African Americans. It should not be a multicultural center, it doesn't have to tell everyone's story. It should be true to telling the African American history.
- Other stories can be included as uses, but the story is about African Americans.

Challenges to the Task Force

"This building is too small and too weak to carry the burden of the history. It cannot be the battlefield where we work through the angers, fears and hurts that have occurred over the past 100 years."

"We cannot resolve the issues of how our children are being educated or how the school board has met or not met the needs of our children most at risk, but we can address the issue of how we are heard, and how the community can come together to address issues that are important."

Themes of concern:

- Distrust that it will be any different this time.
- Hope that it will be different, knowing that it has to be different because the stakes are too high to not work.
- Overcoming personal agendas, coming to an understanding that the end product may not look or sound like what you came to the table believing IS the solution.
- Challenge to be creative, when there is so little trust.
- Confidence to speak up and risk being misunderstood or challenged.
- Discipline to listen and in doing so really hear others perspectives.
- Whose history is it? Concern that too many people want to tell the history from their perspective. This should be a place where African Americans tell the story from their perspective.

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While there were some shared themes, there were also some very disparate points of views on the future uses and outcomes of the task force process. These ranged from restoring the school for use as a public school to renovating the building for residential and commercial uses. Many people spoke of finding multiple uses for the building, but taking care to respect the heritage and integrity of the building. The majority of the interviewees agreed that some portion of the school should be used as a museum or cultural center.

Building on these ideas gathered through the interview process, the Task Force discussed a range of possible uses that will be explored during the next phase of the planning process. The consultant team has researched and shared examples of schools and other adaptive reuse projects that may inform the task force during discussions of possible uses. As the task force identifies key ideas, additional project research and site visits will be conducted to explore best practices and lessons learned.

The Task Force has formed a subcommittee on History. The subcommittee was charged with the responsibility of working collaboratively with the other groups and organizations working independently of histories related to Jefferson School to develop a concise, but comprehensive history that can be shared with the community at the March meeting.

Next steps.

The Task Force has scheduled a presentation from Bob Carter of the Virginia Department of Historic Resource for the next meeting on January 28, 2003. He has been asked to share information on the historic designation process and benefits.

Following this presentation, the Task Force will discuss the roles and responsibilities of an elected chair and vice chair. The nominations and elections are scheduled to follow this discussion.

The Task Force will resume discussions of mix of uses and limitations on size and impact at the February 10th meeting.

US- 29-Hydraulic-US-250 Bypass Intersections Scope 1/31/03

This Scope is based on the comprehensive full corridor study approved by the MPO Policy Board, Albemarle County, and the City of Charlottesville. Since major funding for that effort may not be immediately available, we propose a quick exercise – using an efficient, highly inclusive process – to show that practical solutions can be developed that could meet all of the larger study's goals, and reduce the cost of the full study.

Who

MPO staff & consultants, VDOT Residency, District, & Richmond staff, VDRPT Albemarle County, City of Charlottesville, UVA, CHART Committee, Study Steering Committee, property & business owners, developers, neighborhood residents, realtors, environmental, regional and other interest groups......

What/Where

Develop & test workable concepts for improvements to US- 29 North intersections – specifically the 'triangle' of US-29/250 Bypass, 29/Hydraulic, and Hydraulic-250 Bypass.

- ☐ Model larger area (the US-29N corridor and parallel roads) in coordination with ongoing CHART/UnJAM modeling to determine future traffic conditions.
- ☐ Assemble Study Steering Committee, design and publicize public workshops & focus groups in conjunction with CHART Committee & partners
- ☐ Hold series of focus groups, hands-on public workshop, and design review sessions
- □ Identify all feasible solutions that meet all goals from the larger scope improved multimodal access, local & through movements, minimize business impact & improve customer access, protect local municipal tax base, fiscal condition & employment base, minimize neighborhood impacts & improve connections.
- ☐ Identify what solutions could potentially work, what the pros & cons of each option are, and what questions remain to be studied in future.
- □ Develop tight, specific scope for full study or P.E.

When

Jan.	What do we know?	Scoping, assemble team & partners, data assembly
Feb.	What is possible?	Data assembly & review, modeling, review prior designs
Mar.	What works?	Design, feasibility, public input, analysis, economics
Apr.	What do you think?	CTB presentation; public presentation, review comments
May	What's next?	Concise Report & Revised Scope for further study

Why

- □ US-29 N intersection improvements have been long discussed, and have long been a high local priority to improve short and long range traffic conditions in the local area, as well as improved through movements
- □ 1.7 million SF mixed use, walkable development is in approvals process for US29/Hydraulic intersection; potentially proposing additional road widening improvements. Several other smaller projects are under consideration for adjacent

properties in the City. A comprehensive design approach could develop better solutions, rather than looking at each project's impacts and concerns individually.

☐ Full study was promised to MPO in November, but full funding not readily available; this needs to be addressed by late spring before the next TIP and Six-Year Programs are approved, so that funding for the full study can be included in those budgets.

Assumptions

- This exercise <u>will not</u> take the place of the fully funded study as approved by the MPO, City, and County. It <u>will</u> develop feasible traffic management and development solutions, identify and calculate investment, employment, and fiscal base of the study area, and demonstrate that further study/design is worth the investment.
- ☐ All identified potential alternatives from larger scope will be considered; design efforts will focus on new ideas that have not yet been drawn.
- ☐ Most of the design and modeling work will be conducted during an intensive week-long work session in early March.
- ☐ An efficient, inclusive public process will incorporate all interested parties. Multiple opportunities will be available for early input into issues scoping, interim review of work, and final review.

Goals (from the full study)

Develop a context-sensitive, multi-modal transportation improvements plan to complement existing and anticipated development along the US-29 corridor, with Phase 1 focused on the extended area surrounding the intersections of US-29 with Hydraulic Road and US-250. The comprehensive traffic, urban design, and economic study will develop and analyze alternative designs for:

- 1) Improving the movement of people and goods through the area via multiple modes;
- 2) Reducing congestion for both local and through traffic;
- 3) Increasing customer access to businesses and services;
- 4) Improving connections to and minimizing impacts on surrounding neighborhoods and businesses;
- 5) Creating transit-oriented development opportunities: and
- 6) Protecting existing tax base, businesses, and employment.

General Tasks

- 1) Assemble technical team and meet on regular basis prior to week-long technical workshop to plan and prepare for the exercise. This project team will consist of planners, engineers, neighborhood and economic development, and transit staff from TJPDC/ MPO, VDOT, VDRPT, City, and County. These agencies will appoint appropriate staff to be a member of the team. Additional expertise is required to fill out the team and will include consultants with expertise in economic development, alternate street design, and urban design. The Project Director is Harrison Rue of the TJPDC/MPO, and Deputy Directors are Jim Bryan and Don Wells of VDOT.
- 2) The existing CHART Citizens' Committee will provide input on the development of the public involvement plan and study review. To incorporate more input from the business community, a Study Steering Committee consisting of members of the business community will be assembled. The Project Director will appoint this Committee with

- suggestions from the Chamber of Commerce, TJ Partnership for Economic Development, Charlottesville-Albemarle Association of Realtors and other business organizations. The Study Steering Committee will particularly review the economic development portion of the Scope of Work.
- 3) Develop a public involvement plan that will include focus groups and a public workshop. The focus groups will be held before the technical workshop commences and will include various groups that have a stake in the study. Examples of groups include: bike/pedestrian, transit, environmental, property owners and developers, business owners and managers, freight/delivery/shipping companies, neighborhoods, City/County planning boards, regional interests (Lynchburg/Danville), state and federal agencies (including University of Virginia), and elected officials. The public workshop, which will be broadly advertised and similar to UnJAM public workshops, will be open to all interested citizens.
- 4) Conduct the focus groups and public workshop.
- 5) Conduct the technical workshop to produce feasible design concepts (see below).
- 6) Conduct post-workshop review and analysis
- 7) Present the design alternatives to the public and policy-makers, incorporate feedback and present to the Commonwealth Transportation Board.
- 8) Prepare a concise report of the exercise findings that will be considered for the full study.

Technical Tasks

- 1) Inventory existing conditions. This includes reviewing existing plans/studies, traffic counts, vehicle class data, and geometric information.
- 2) Analyze existing conditions and determine deficiencies.
- 3) Model forecast year conditions. This would include both a traffic model and an operational model. Projects included in the model include all funded projects in the Six-Year Plan (Meadow Creek Phase I, Hillsdale, Fontaine, Old Ivy, Airport Rd, Proffitt Rd), and the North Grounds Connector. Forecast modeling will be done both with and without the Western Bypass.
- 4) The traffic model will include base year counts and use either AM peak or PM peak data whichever is worst condition. The traffic analysis will also consist of transit considerations. The Eastern Planning Initiative study will be referenced for the transit assumption. The resulting traffic data will go into the operational model.
- 5) The operational model will look at traffic movement, come up with deficiencies, and look at recommendations.
- 6) The technical team staff will convene for a week-long workshop that will include listening to concerns from focus groups members and the public and factoring in these issues during design and review. During the technical design and review, the team will come up with a number of alternatives that meet the goals as defined. Land-use issues and current assumptions for all surrounding areas will be included as a factor in the design alternatives, specifically including major developments under current review. Urban design and economic analysis team members will work in tandem with the technical team, and their findings will be incorporated into the technical designs,
- 7) Analyze a number of alternatives that are developed during the technical design workshop. This stage will involve the preliminary environmental review and include

- rough cost estimates. For each alternative, the most critical intersections have to be analyzed.
- 8) Identify questions that still need to be answered with pros and cons for each alternative.
- 9) Review and comment by agencies and officials.

Urban Design Tasks

The urban design team will work with the technical and economics team to accomplish the following tasks:

- 1) Analyze existing conditions. This includes reviewing existing plans/studies, development patterns, and current development proposals.
- 2) Participate in focus groups and public workshops, record and summarize comments, and review issues with technical team.
- 3) Participate in technical design in early development of each alternative to incorporate elements of pedestrian, bike, and transit friendly design in roadway reconfiguration concepts.
- 4) Review each alternative prepared by the technical team to identify impacts on the customer delivery system, development potential, and areas for improvement.
- 5) Prepare conceptual analysis drawings for each alternative that outline potential impacts and development opportunities on adjacent properties.
- 6) Work with technical team to revise alternatives to minimize impacts and maximize customer access and future redevelopment that would meet project goals.
- 7) Develop more detailed conceptual drawings of selected alternatives.
- 8) Create sketches of key intersections and project details.
- 9) Provide drawings, maps, and comments in digital format for assembly into draft report.

Economic Development Tasks

This Scope is in process of development, and will be reviewed in more detail by the Study Steering Committee. The economics team will participate in the focus group and technical sessions, and complete the following tasks.

Task 1: Conduct Overview of Existing Retail Supply

This task will inventory all of the retail stores currently operating along US 29N that would be directly impacted by the intersections improvements under consideration to determine the following: mix of stores, number of vacancies, rent levels, and general access and visibility. In addition, other retail nodes that compete with this area for customers will also be inventoried and the same information will be collected. This comparison can be used to determine the potential strength other areas have to draw customer away from the subject area, should inconveniences due to construction impacts or long term changes in intersection configurations become significantly disruptive to shoppers.

Qualitative information regarding store performance and the overall competitive advantages and disadvantage of this area will be gathered through telephone interviews with store managers, retail broker familiar with the area, and other relevant key informants. To the extent that store by store sales data can also be made available, this will provide the basis for conducting a quantitative assessment of store performance. Such data would be used confidentially so that no public disclosures will be made as to individual store performance.

Task 2: Assess Retail Demand

Based on the store mix and character within the study area, a general trade area will be defined. Households and businesses within this area provide the market support for the retail stores under consideration. Various demographic data will be collected for the trade area including total population, number of households, population and household growth rates, household size, household tenure, per capita and median household income, age distribution, and race/ethnic composition. Employment data will include total number of jobs, sectoral mix, and employment growth rates. Consumer expenditure data will also be collected to measure how much money households in the trade area are spending annually on a range of goods and services. A further indicator of retail demand will be measured through an analysis of retail sales trends by merchandise category over time. Existing and projected traffic counts will also be considered as an additional demand factor in this analysis. Depending on the data available and the type of stores under consideration, it may be possible to calculate the current leakage of sales out of the area, particularly for certain categories of goods.

Task 3: Evaluate Development Configurations and Functionality

The existing retail along US29N will be more or less resilient in response to changing conditions depending on several factors. The first is the overall strength of market demand which is shaped by trade area demographic as well as the characteristics of the existing competitive supply of similar stores. Second are physical conditions which also have a tremendous impact on the overall success or failure of a retail area. If conditions such as parcel sizes, access and egress, visibility, and parking are not optimal, stores can either have suboptimal performance, or decline to locate in the area all together. Proposed changes to the intersections will be evaluated in terms of the impact and implications they might have for retail operations in the study area. This information can be used do develop a qualitative set of scenarios for which businesses will loose sales as a result of the construction,

Task 5: Assess Intersection Improvements on Retail Sales

Although at this phase of analysis it may be difficult to quantify the amount of lost sales to stores and lost sales tax revenues to jurisdictions due to construction of various intersection improvements on US29N, it will be possible to provide some over estimate of the magnitude of these changes based on the analysis provided in the previous four tasks. This work will be conducted in conjunction with additional key informant interviews to vet the basic assumptions being uses and to test the veracity of the overall conclusions.

Task 6: Prepare Retail Case Studies

Intersection reconfiguration is only one of several potential changes in market conditions that could impact the performance of existing retailers along US29N. A second significant change comes from construction of a major mixed used development at the XXX intersection. However, because this project is not a traditional auto-oriented retail power center but will be more pedestrian, bike, and transit friendly, it may end up having a positive synergistic impact on the adjacent existing retail centers. As a simple way to gauge what the potential impact of this new project could be, the economics team will conduct up to three case studies of similar mixed used centers to try and assess their impacts on overall retail sales in their immediate trade area. These case studies will be conducted prior to the charrette so that the information can be available during the intensive working session.

Task 7 Develop Retail Competitiveness Strategy

Working with other members of the Charrette team, the economics team will develop a strategy for minimizing the potential impacts intersection improvements on retail areas along US29N.

Task 8: Identify "Next Steps"

At the conclusion of this initial research phase it will be possible to more specifically identify issues requiring more in-depth study. During this task a second work scope will be developed that lays out the research steps necessary to address these issues, along with a budget and timeline.

CITY OF CHARLOTTESVILLE, VIRGINIA CITY COUNCIL AGENDA



Agenda Date: February 3, 2003

Action Required: Approval of Appropriations Ordinance

Staff Contacts: Tim Longo, Chief of Police

Mike DelBiondo, Police Department Michael Heny, Finance Department

Reviewed By: Gary O'Connell, City Manager

Title: Local Law Enforcement Block Grant Appropriation

<u>Background:</u> The Department of Justice awarded the City of Charlottesville a Local Law Enforcement Block Grant of \$79,149. The required local matching funds are 10% of the award or \$8,794. The total Grant award is \$87,943.

<u>Discussion:</u> This Grant will be used for equipment for the Police Department's mobile computing initiative.

<u>Budgetary Impacts</u>: No impact on the General Fund. The \$79,149 has been received from the Department of Justice and the required match of \$8,794 is from existing Police Department budget.

Recommendations: Staff recommends approval.

APPROPRIATION

Bureau of Justice Local Law Enforcement Grant \$87,943

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$79,149, received as a grant from the Bureau of Justice, is hereby appropriated to account 11-270-041178 in the Grants Fund. The local match of \$8,794 is hereby appropriated from the Police Department budget to account 05-301-131030 and shall be transferred to the Grants Fund.

CITY OF CHARLOTTESVILLE, VIRGINIA CITY COUNCIL AGENDA



Agenda Date: February 3, 2003

Action Required: Approval

Staff Contacts: Diane Kuknyo, Social Services

Katie Bullard, Budget Manager

Reviewed By: Gary O'Connell, City Manager

Title: Mental Health and Substance Abuse Grant Appropriation

Background: The Departments of Social Services for Charlottesville and Albemarle County received an extension of their original grant for Mental Health and Substance Abuse Services through the "Employment Strategies for the Hard-to-Serve" program of the Federal Government. The grant is passed through the State Department of Social Services. The extension for 11 months (July 1, 2002 – May 31, 2003) will continue to provide on-site mental health and substance abuse services to participants in the two localities' welfare reform programs. The Region Ten Community Services Board will provide the services under a subcontract with the City and County. The City will serve as fiscal agent for the grant funds, which require no local match. The total grant is for \$93,376.

Budgetary Impacts: None (\$0).

Recommendations: Staff recommends approval.

APPROPRIATION

Mental Health and Substance Abuse Services Grant \$93,376

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, that the sum of \$93,376, received as a grant from the Virginia Department of Social Services, is hereby appropriated to account 12-161-062288-50111 in the Social Services Fund.

RESOLUTION ICMA Resource Cities Program

WHEREAS, the International City/County Management Association (ICMA) in cooperation with the United States Agency for International Development (USAID) and other international agencies established an international partnerships program called the Resource Cities Program; and

WHEREAS, through the Resource Cities Program, selected local governments exhibiting a record of exceptional management in the U.S. have been invited to share their local government expertise and successes with communities in developing countries that are making the transition to democracy; to provide technical assistance in improving professional and ethical municipal management; to support participatory and inclusive government; to improve delivery of public services; and to increase access to decent and affordable housing; and

WHEREAS, the City of Charlottesville, Virginia has been chosen to participate in this extraordinary program to represent the United States by being matched with the Municipality of Pleven, Bulgaria; and

WHEREAS, the City has been invited to send certain staff members to Pleven, to provide consultation and advice to the officials of Pleven, and it is necessary that this resolution become effective immediately to provide for the usual daily operations of the City Manager's Office; now, therefore

BE IT RESOLVED by the Council for the City of Charlottesville, Virginia:

Section 1. That this City Council does hereby support the City of Charlottesville's participation in the International Resource Cities Program, and by doing so endorses the promotion of democratic principles in the municipality of Pleven, Bulgaria.

Section 2. That this resolution shall take effect and be in full force and effect immediately upon its passage.

Adopted and approved by the Council for the City of Charlottesville, Virginia the day of February, 2003.	is
Maurice Cox Mayor	