

CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA



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| Agenda Date:     | July 17, 2023  |
| Action Required: | Approve Resolution   |
| Presenter:       | Brenda Kelley, Redevelopment Manager, Misty Graves, Director of Human Services   |
| Staff Contacts:  | Ashley Marshall, Deputy City Manager<br>Samuel Sanders, Jr., Deputy City Manager<br>Misty Graves, Director of Human Services<br>Brenda Kelley, Redevelopment Manager |
| Title:           | <b>Approving a Lease Agreement with Blue Ridge Area Coalition for the Homeless (BRACH) for a portion of 100 5th Street NE (CitySpace) (1 reading)</b>                |

### **Background**

A portion of open work area in the City-owned CitySpace, located at 100 5<sup>th</sup> Street NE, currently serves as the offices for various city staff. Because of the distracting nature of this open, minimally secure working space, city staff will be, or are in the process of, moving to other locations. This frees up these open, minimally secure working areas within the CitySpace facility.

During budget discussions for FY24 with the Blue Ridge Area Coalition for the Homeless (BRACH) Board, the Executive Director shared expenses related to working and meeting space. To balance the budget the BRACH Board brainstormed other locations that may be available which included the transitional CitySpace facility. Given the history of the City providing shared working spaces with Charlottesville Tomorrow, it was worthy of exploration to reduce expenditures which will increase funding available for existing programs and services.

Additionally, BRACH is in a state of transition with the Executive Director resigning in September. As per the City's Housing Operational Programs (HOPS) grant, the organization was recently awarded funds to support two additional team members to be hired in FY24. It is important to support this transition as BRACH serves our communities most vulnerable unhoused residents. Having a stable workspace that is centrally located to the Haven and the Downtown Mall would provide accessibility for the growing team members and partners.

### **Discussion**

BRACH currently has one full-time Executive Director and plans to hire two additional full time employees in FY24, an Administrative Coordinator and a System Improvement Coordinator. BRACH has been in existence since 1998. Their mission is to make homelessness rare, brief, and non-reoccurring. Their strategy is to collaborate with service providers to alleviate homelessness.

According to their website, BRACH is the HUD-designated coordinator of the Continuum of Care for the Charlottesville community. BRACH supports system improvement and collaboration to ensure a secure safety net for the homeless and very poor. The Service Provider Council, a committee of BRACH's Board of Directors, provides a forum in which providers share information and address concerns. Information about BRACH can be found at: <https://blueridgehomeless.org/>.

City staff provides the following information relative to this lease approval request:

|                                     |                               |
|-------------------------------------|-------------------------------|
| Building space (square footage):    | approximately 366 square feet |
| Assessed Value:                     | n/a                           |
| Current Lease Rate:                 | n/a                           |
| Current Lease Rate per square foot: | n/a                           |
| Potential Annual Lease Value:       | +/- \$3 - \$12 / SF           |
| Comparable Fair Market Rent Value:  | \$1,098.00 - \$4,392.00       |

The general terms of the Lease Agreement are:

|                          |  |
|--------------------------|--|
| Lease period:            | 2 years; with option to renew one time for one year                                |
| Lease rate:              | \$0  |
| Security Deposit:        | \$0  |
| Tenant Responsibilities: | janitorial services; cost of utilities, insurance; Tenant accepts Premises "as-is" |
| City Responsibilities:   | maintenance of structural elements and systems                                     |

### **Alignment with City Council's Vision and Strategic Plan**

This aligns with Goal 2: A Healthy and Safe City, specifically 2.3, Improve community health and safety outcomes by connecting residents with effective resources.

### **Community Engagement**

This Lease Agreement has been reviewed by BRACH representative(s). Several city staff members are Board Members of BRACH.

### **Budgetary Impact**

This request does not require any funding from the City budget. Generally any maintenance or repair requests would be required for the entire CitySpace facility.

### **Recommendation**

Staff recommends that City Council approve the attached Resolution.

### **Alternatives**

City Council could choose not to approve this Resolution which will result in the BRACH office needing to find another location to reside, including possibly required rent payments, which will reduce funding available for existing programs and services.

### **Attachments**

1. Resolution BRACH lease 071723
2. BRACH lease draft June 2023 (2) (2)