

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)

Minutes, June 2, 2022

COMMISSIONERS PRESENT		STAFF PRESENT	
City of Charlottesville		Christine Jacobs, Executive Director	x
Michael Payne	x	David Blount, Deputy Director/Legislative Director	x
Lyle Solla-Yates		Don Reed, Finance Director	
Albemarle County		Ruth Emerick, Chief Operating Officer	x
Ned Gallaway	x	Sandy Shackelford, Planning/Transportation Director	
Jim Andrews	x	Shirese Franklin, Planner II	
Fluvanna County		Ian Baxter, Planner II	
Tony O'Brien	x	Lucinda Shannon, Senior Regional Planner	
Keith Smith, Treasurer		Sara Pennington, TDM/Rideshare Program Manager	
Greene County		Gretchen Thomas, Administrative Assistant	
Dale Herring, Vice Chair		Isabella O'Brien, Planner I	
Andrea Wilkinson	x	Ryan Mickles, Planner III	x
Louisa County		Lori Allshouse, Program Director - VATI	x
Rachel Jones		GUESTS/PUBLIC PRESENT	
Tommy Barlow		Liz Russell	x
Nelson County			
Jesse Rutherford, Chair	x		
Dylan Bishop	x		

Note: The City of Charlottesville has declared a local state of emergency due to the COVID-19 pandemic and the nature of this declared emergency makes it impracticable or unsafe for the Thomas Jefferson Planning District Commission to assemble in a single location in the city. This meeting was held utilizing electronic virtual communication with the Zoom software application, and in accordance with virtual meeting provisions contained in Code of Virginia § [2.2-3708.2](#). A recording of the meeting was made available to the public at <https://www.youtube.com/channel/UCOuHJzpRDV6rnplep2Lxj0Q>.

1. CALL TO ORDER:

The Thomas Jefferson Planning District Commission (TJPDC) Commission Chair, Jesse Rutherford, presided and called the meeting to order at 7:10 pm. Ruth Emerick took attendance by roll call and certified that a quorum was present.

2. MATTERS FROM THE PUBLIC:

- a. **Comments by the Public:** None
- b. **Comments provided via email, online, web site, etc.:** None

3. PRESENTATIONS:

- a. **Virginia Telecommunication Initiative (VATI) Update**



City of Charlottesville

Albemarle County

Fluvanna County

Greene County

Louisa County

Nelson County

Lori Allshouse, VATI Program Director, gave an update on the progress of the punch list items required to enter into a contract with the Department of Housing and Community Development (DHCD) to administer the regional VATI broadband grant. Lori discussed next steps, to including the need to enter into various contracts (Three-Party Agreements with each jurisdiction, TJPDC/DHCD).

4. CONSENT AGENDA: Action Items

a. Minutes of May 5, 2022

b. Monthly Financial Reports

Motion/Action: On a motion by Dylan Bishop, seconded by Jim Andrews, the Commission unanimously approved the consent agenda as presented; Tony O'Brien abstained.

5. NEW BUSINESS:

a. Regional Housing Partnership Appointment

The Commission recommended Shelby Edwards, Executive Director of the Public Housing Association of Residents (PHAR), as the Urban Resident Representative for the Central Virginia Regional Housing Partnership.

There were no candidates nominated from the floor.

Motion/Action: On a motion by Michael Payne, seconded by Ned Gallaway, the Commission unanimously appointed Shelby Edwards to the Central Virginia Regional Housing Partnership as the urban resident representative.

b. Juneteenth Approval

Following the lead of the federal government, the State of Virginia and the local governments in our region, the TJPDC will observe Juneteenth, the oldest known commemoration of the end of slavery in the U.S., as a paid holiday.

Motion/Action: On a motion by Jim Andrews, seconded by Dylan Bishop, the Commission unanimously approved TJPDC observance of Juneteenth on June 20, 2022.

6. RESOLUTIONS:

a. Resolution to Elect TJPDC Officers for FY23

At the May 5th commission meeting, the Nominating Committee recommended following slate of officers for FY23:

1. Ned Gallaway, Chair
2. Tony O'Brien, Vice Chair
3. Keith Smith, Treasurer
4. Christine Jacobs, Secretary

Motion/Action: On a motion by Andrea Wilkinson, seconded by Jim Andrews, the Commission unanimously approved the election of the recommended slate of officers.

b. Resolution Endorsing the Submission of SmartScale Applications Requesting Transportation Funding by the TJPDC

The TJPDC is eligible to submit four applications for SmartScale funding for transportation projects within the Planning District. All projects are confirmed to be consistent with the Urban Long Range Transportation Plan. Due to no TJPDC meeting in July, Commission support is requested now prior to the August 3rd submission deadline.

Motion/Action: On a motion by Ned Gallaway, seconded by Tony O'Brien, the Commission unanimously approved the Resolution Endorsing the Submission of Smart Scale Applications Requesting Transportation Funding by the Thomas Jefferson Planning District as presented by staff.

c. Resolution Endorsing the Submission of SmartScale Applications Requesting Transportation Funding by the Localities (Rural)

Rural jurisdictions within our region will be submitting applications for transportation projects. As part of their applications, jurisdictions are required to obtain support/consistency from the TJPDC. All projects are confirmed to be consistent with the Rural Transportation Plan. Due to no TJPDC meeting in July, Commission support is requested now prior to the August 3rd submission deadline.

Motion/Action: On a motion by Dylan Bishop, seconded by Jim Andrews, the Commission unanimously approved the Resolution Endorsing the Submission of Smart Scale Applications Requesting Transportation Funding by the Localities as presented by staff.

d. Resolution Endorsing the Submission of SmartScale Applications Requesting Transportation Funding by the Localities (Urban)

Urban jurisdictions within our region will be submitting applications for transportation projects. As part of their applications, jurisdictions are required to obtain support/consistency from the TJPDC. All projects are confirmed to be consistent with the Urban Long Range Transportation Plan. Due to no

TJPDC meeting in July, Commission support is requested now prior to the August 3rd submission deadline.

Motion/Action: On a motion by Tony O'Brien, seconded by Ned Gallaway, the Commission unanimously approved the Resolution Endorsing the Submission of Smart Scale Applications Requesting Transportation Funding by the Localities as presented by staff.

e. Resolution to Approve VATI Broadband Grant Contracts

Staff recommended that the Commission authorize the Executive Director to negotiate and commit the TJPDC to the resulting contracts, as well as take all other actions necessary, consistent with the Commission Bylaws and approved Procedures Governing Purchases, to fulfill the TJPDC's responsibilities as the VATI grant administrator. Further, the resolution authorized the Executive Director to make project-related payments in excess of \$100,000 to fulfil TJPDC's responsibilities as the VATI grant administrator.

Motion/Action: On a motion by Andrea Wilkinson, seconded by Dylan Bishop, the Commission unanimously approved the Resolution to Approve VATI Broadband Grant Contracts as presented by staff.

7. EXECUTIVE DIRECTOR'S REPORT:

Monthly Report: Staff attended a HousingX conference in Newport News, and the Regional Housing Partnership Chair participated in a presentation on the RHP's work in the region. The Regional Housing Partnership is interested in hosting an in-person Housing Summit in December. Virginia Housing awarded a \$15,000 sponsorship to support the summit. Staff will be working to raise an additional \$35,000 to hold the event. Staff recommended that the Commission gather for a special session on Thursday, June 23rd for review and support of the proposed Housing Preservation Grant activities that will be included in the TJPDC's application, which is due before the next regular meeting in August. TJPDC has received proposals from consultants to complete the required HOME-ARP gap and needs analysis and issued a notice to proceed in early June. A public meeting was held for the North29 Corridor study. Staff is working with VDOT and the project consultants on one additional public meeting. Consultants for the Regional Transit Vision plan presented to the Regional Transit Partnership at its May meeting. The consultants will present their recommended scenarios to the Charlottesville City Council and the Albemarle County Board of Supervisors. TJPDC staff will present to the Nelson, Greene, Fluvanna, and Louisa Boards of Supervisors to share an update on the draft regional vision. Staff members have begun reaching out to planning staff in our rural localities to develop a Rural Transportation Program Strategic Plan. RideShare is working with all the region's transit agencies to plan promotions for Clean Commute month in May.

9. OTHER BUSINESS:

a. Roundtable Discussion by Jurisdiction: Each Commissioner was invited to share updates from their jurisdictions.

a. Next Meeting: August 4, 2022

ADJOURNMENT:

Motion/Action: On a motion by Tony O'Brien, seconded by Dylan Bishop, the Commission unanimously voted to adjourn the June 2, 2022 Commission meeting at 8:31 pm.

Commission materials and meeting recording may be found at www.tjpd.org