

Guests and the public may join via Zoom Online Meeting

<https://us02web.zoom.us/j/89949192443?pwd=d2J4Uy92eE1jVUVvL0oyK29LdWFzZz09>

Meeting ID: 899 4919 2443 Passcode: 318188

By call-in 1 (301) 715-8592#

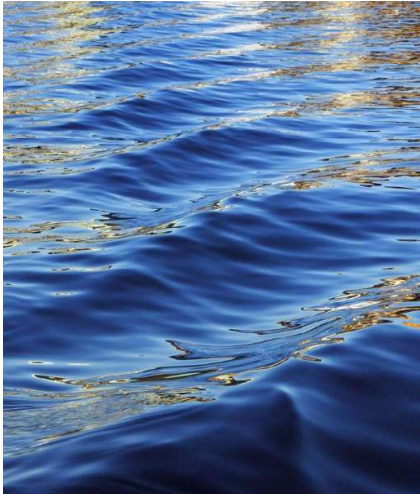
1. **Call to Order & Roll Call** 7:00 - 7:05
 - a. Notice of Electronic Meeting and Commissioner and Public Protocol and Roll Call (Read by Ruth Emerick)
2. **Matters from the Public** 7:05 – 7:15
 - a. Comments by the public are limited to no more than 2 minutes per person.
 - b. Comments provided via email, online, web site, etc. (Ruth Emerick)
3. **Presentations**
 - a. 50th Anniversary Resolution, Presented by Delegate Hudson – David Blount
 - b. Virginia Telecommunications Initiative (VATI) 2022 Update – Lori Allshouse
 - c. Watershed Improvement Program (WIP) Update – Isabella O'Brien
 - d. Hazard Mitigation Plan Update – Ian Baxter
4. *** Consent Agenda** 7:45 – 7:45

Action Items:

 - a. *Minutes of June 2, 2022 Meeting
 - b. *Minutes of June 23, 2022 Special Meeting
5. **New Business** 7:45 – 8:15
 - a. *Quarterly Financial Update
 - i. June Financial Dashboard Report
 - ii. May and June Profit & Loss Statements
 - iii. May and June Balance Sheets
 - iv. FY 22 Accrued Revenues Report
 - b. *Authorization to Engage in Auto Auction Memo – Ruth Emerick
 - c. Virginia Telecommunications Initiative (VATI) 2023 Unsolicited Proposal – David Blount
6. *** Resolutions** 8:15 – 8:20
 - a. *Resolution Accepting an Unsolicited Proposal for Extending Broadband Access in Several Counties
7. **Executive Director's Report** 8:20– 8:30
 - a. Monthly Report – Christine Jacobs
8. **Other Business** 8:30 – 8:50
 - a. Roundtable Discussion by Jurisdiction
 - b. Items for Special Meeting mid-August (TBD) – Review VATI 2023 Proposals
 - c. Items for Next Meeting –September 1, 2022
 - i. Draft FY24 Projected Budget and Local Revenue Requests
 - ii. HOME & CDBG CAPER Draft Presentation and Public Hearing
 - iii. Blue Ridge Cigarette Tax Board Update
 - iv. Legislation on All-Virtual Meetings for Regional Bodies Update
9. ***Closed Session - *per Code of Virginia 2.2-3711 (A)1** 8:50 – 9:00
 - a. Employee – Individual Employee(s) Discussion
 - b. *Public Session Resumes

*Personnel Actions to take place in public session
- *ADJOURN** 8:50
- *Designates Items to be Voted On***





Chesapeake Bay Phase III WIP Update

Presented to the TJPDC
August 4th, 2022

What is the Watershed Implementation Plan?

- The Chesapeake Bay Total Daily Maximum Load (TMDL) was established in 2010 by the EPA
 - Prompted by continued poor water quality in the CB & its Tributaries
 - Historic and Comprehensive Clean Up Plan to guide state, local, and federal actions to clean the bay and its connected streams
 - Specifically for Virginia: 20.5% reduction in Nitrogen, 25.2% reduction in phosphorus, and 20.8% reduction in sediment delivered to the Bay
- Other pollutants exist, and additional local TMDL's can be put into place to support further the bay effort
- WIP ensures Virginia is sticking to set goals!

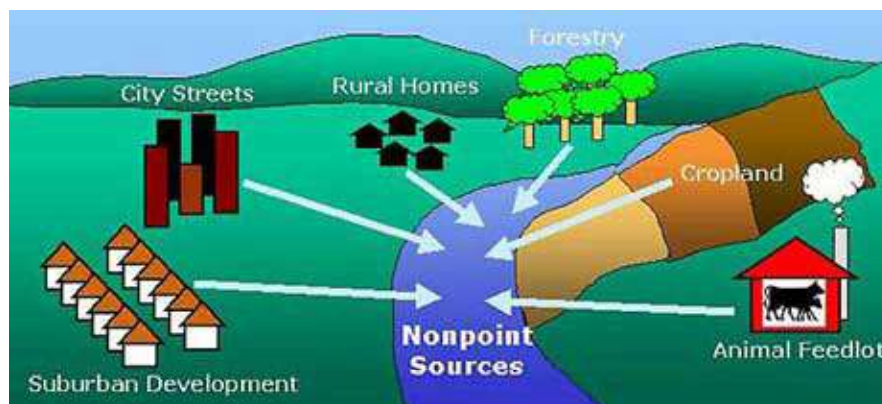
How is the TMDL regulated?

- MS4- Municipal Separate Storm Sewer System
 - [Learn More](#)
- Urbanized Areas and High Populations must be granted permits for MS4's which are regulated
 - Tasked with identifying, monitoring, and controlling discharges from system
 - Best Management Practices help control pollutants
- TJPDC: UVA, Charlottesville, and Albemarle, excluding Greene, Fluvanna, Nelson, and Louisa

Photo Source:
https://www.pca.state.mn.us/sites/default/files/styles/primary_840px_wide/public/Storm-water-MS4-infographic.png?itok=4hajeD4F



Rural Localities & Non Point Source Pollution



Nonpoint source pollution is difficult to control because it comes from many different sources and locations.

Source: https://oceanservice.noaa.gov/education/tutorial_pollution/04nonpointsource.html

Why should we care locally?

Chris Greene Lake Closed for Swimming and to Dogs Due to Algae Bloom

Chris Greene Lake is currently experiencing a harmful algae bloom and is closed for swimming. People and dogs are prohibited from swimming in the lake until further notice. Hiking trails and the dog park remain open, and boating is still permitted.

There have been no reported health problems, however, the Department of Parks and Recreation closed the lake after test results showed harmful algae present. People and pets are prohibited from contact with the water until further notice. Walnut Creek Lake is not effected.

Thank you for your cooperation.

Harmful algae bloom found in sections of Lake Anna, public advised to avoid water contact

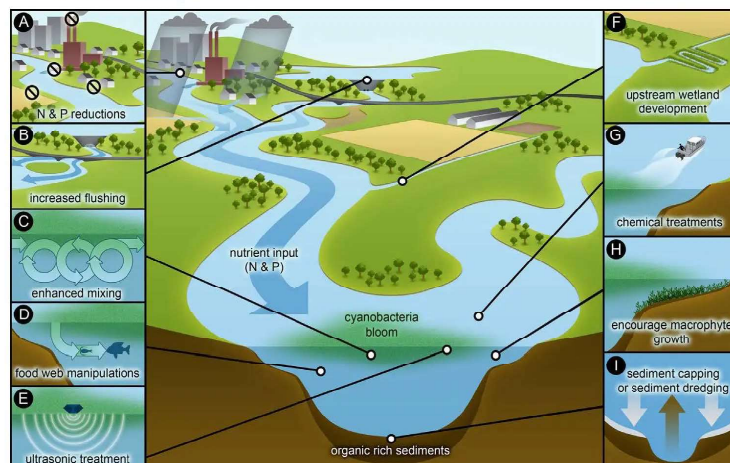
<https://www.wric.com/health/harmful-algae-bloom-found-in-sections-of-lake-anna-public-advised-to-avoid-water-contact/>



5

What are the Solutions?

Various approaches currently in use to control CyanoHABs--
including control measures in the watershed and within the ecosystem
In most cases, it is the "nutrient knob" that is most feasible to control



Source: <https://mavensnotebook.com/2021/04/14/delta-isb-harmful-algal-blooms-in-the-delta-and-elsewhere/>

6

What is a Best Management Practice?

- Best Management Practice (BMP) means a practice, or combination of practices, that is determined to be an effective and practicable (including technological, economic, and institutional considerations) means of preventing or reducing the amount of pollution generated by nonpoint sources to a level compatible with water quality goals.
- Planning District Commission's across Virginia were contracted by DEQ to provide coordination and technical assistance to local governments and other stakeholders in the region.
- [Chesapeake Bay Program Quick Reference Guide to Best Management Practices](#)

Co-benefits to Effective Management

- Groundwater protection
- Reduced flooding
- Less frequent dredging of ponds/lakes
- Landscape Beautification
- Wildlife protection
- Seafood
- Recreational activities (fishing, swimming, boating)
- Economic Development
- Decreased water treatment costs over time

TJPDC Coordination and Technical Assistance

Milestone	Completion Date	Progress/Details
Activity 1: Facilitation of Chesapeake Bay Phase III WIP implementation with localities and regional partners		
REQUIRED DELIVERABLES		
Develop regionally-specific tasks for inclusion in an annual Scope of Service for implementation during calendar year 2023, building from this scope of service. (by September 30, 2022)	September 30 th	TJPDC prepared a FY2022-23 WIP Sustainability Program through a cooperative process involving the region's counties (Albemarle, Fluvanna, Greene, Louisa and Nelson), the City of Charlottesville, and the Virginia Department of Environmental Quality. It has been completed with regard to reasonable 2025 EPA/DEQ TMDL goals.
Host and facilitate meetings (quarterly at a minimum) on Bay WIP topics, or include Bay WIP issues on agendas for existing meetings, with participation from member local governments (encourage attendance from other stakeholders). (by December 31, 2022)	Ongoing	PLANNED SUBMISSION TO DEQ (9/30/22): WIP 2023 Scope and Schedule RRBC Sixth Annual Conference (Fall 2022) RRBC Board Meetings (May 6th, 2022) Climate Action Liaison Committee Monthly Meetings Rivanna Stormwater Education Partnership (RSEP) Meetings PDC Riparian Consortium Monthly Meetings Hazard Mitigation Working Group Meetings Solid Waste Alternatives and Advisory Committee Meetings Charlottesville Climate Vulnerability Workshop (June 8th)
Update Commissioners and local boards (as appropriate) on progress of key contract deliverables and other key Bay related issues as needed. (by September 30, 2022)	Ongoing	TJPDC Commission Locality Board Meeting Update: August 4 th CBP Local elected official Water Resources Capacity survey share RRBC Board Meeting (May 6th)
Facilitate the sharing of information on local, regional, and state efforts on Environmental Justice, where available, between DEQ, the PDC, and localities including the coordination of discussions and training to be provided by DEQ. Gather and compile data, information, and outputs on locality-specific efforts on Environment Justice including any efforts on mapping, defining terms, tools, resources used, how communities identify, and specific needs localities have to undertake such efforts, and provide such to DEQ. (by December 31, 2022)	Ongoing	House Bill 49- TJPDC working with Delegate Faris (patron) to support, amend, and write substitutes for House Bill 49--an extension of the Scenic Rivers Act, OFFICIALLY PASSED 2022 GA SESSION TJPDC Legislative Newsletter: bi-monthly updates on legislative programs and bills. Environmental Justice Symposium attendance and information share Meetings with Local Planning Directors to share resources on Mapping Environmental Justice and implementation of environmental justice Words from Your Watershed Seasonal Newsletter Archive here: https://tjpd.org/our-work/watershed-implementation-plan-wip/ VAMPO Emerging Environmental Policy and Planning Issues Webinar EPA Mid Atlantic Summit: Overview of Environmental Justice Information share with DEQ on EJ training for localities FEMA Risk Reduction Consultation Lunch & Learn: 2022 Policy Updates from the Commonwealth Resilience Brief

Attend meetings of Virginia's Chesapeake Bay Stakeholders Advisory Group, local Watershed Roundtables, Chesapeake Bay Program and other related groups, as available/necessary. Relay key information to localities and regional stakeholders. (by December 31, 2022)	Ongoing	DEQ Spring 2022 Bay PDC Meeting (May 9th) Lake Anna Water Quality and HAB Stakeholder Meetings Rivanna River Basin Commission Board and Conference Meetings Climate Action Liaison Committee Meetings PDC Riparian Consortium Monthly Meetings Southeast New England Program STEWMAP webinar (June 27th)
Educate local stakeholders about the direct local benefits of implementing BMPs in their communities (instead of focusing on the Bay area exclusively); and engage and encourage citizens to participate by promoting the benefits to their local communities. Develop, maintain and update, as needed, web page(s), newsletters, factsheets, guidebooks, social media or similar marketing materials that inform local stakeholders about WIP activities. Provide and disseminate these educational materials for the public and for localities to distribute. Work with DEQ to create template documents and web content that PDCs can personalize and disseminate to the public and localities. As available, share information with localities and regional stakeholders on state, federal, and private BMP implementation funding opportunities. (by December 31, 2022)	Ongoing	Grant/Financial Assistance info sharing from DEQ and state agencies General info sharing with environmental locality contacts Urban and Community Forestry Assistance Grant Program shared with enviro. locality contacts TJPDC Water Quality Guide Brochures at Rivanna Riverfest RSEP Table (April 30 th) Words from your Watershed Seasonal Newsletter on BMP's, upcoming events, grant opportunities, environmental justice/legislation NFWF Small Watershed Grant continued... Greene County applied for Visitor's Center Project (TJPDC as Fiscal Agent) RRBC and TJPDC Facebook social media regular posts https://www.facebook.com/RivannaRiverBasinCommission https://www.facebook.com/PDC10 https://tjpd.org/our-work/watershed-implementation-plan-wip/ Website BMP Share
Activity 2: Regionally Specific Initiatives/Programmatic Actions and Optional Deliverables		
Regionally Specific Initiatives/Programmatic Actions - REQUIRED DELIVERABLES		
Continue to create Thomas Jefferson Quality Guide booklets and update social media with the #LoveYourWatershed RSEP postings. (by December 31, 2022)	Ongoing	RSEP: Look for social media postings on: Social Media: https://www.facebook.com/RivannaRiverBasinCommission PDC Love Your Watershed (LYW) Website: https://rivanna-stormwater.org/additional-resources/love-your-watershed/ LYW Facebook Postings: http://rivannariverbasin.org/ Thomas Jefferson Water Quality Guide Booklet #7 planned for summer with support of intern
TJPDC to assist localities with planning and applying for Community Flood Preparedness Fund grants and loans through DCR, as well as other state agencies. (by December 31, 2022)	Ongoing	Sharing Upcoming Grant Application Deadlines with Locality Contacts Facilitated Albemarle and Charlottesville with Applications submitted in April of 2022- TJPDC supported planning for the Community Flood Preparedness Grant that Albemarle applied for in April; funding support to increase capacity of the public to engage in the development of Flood Preparedness Plan and identification of Nature Based Solutions Sharing requested resources and meeting with Scottsville, Albemarle, & Charlottesville who recently were awarded funds

Develop WIP III educational materials for public and for localities to distribute such as brochures, newsletters, or other marketing items alongside the Rivanna Stormwater Education Partnership (RSEP) (by December 31, 2022)	Ongoing	TJPD Water Quality Guide Brochures at Rivanna Riverfest RSEP Table (April 30 th) Utility Bill Inserts (Front/Back) Master Gardener's Native Plant Guide <i>Words from your Watershed</i> Seasonal Newsletter Love your Watershed stickers and magnets "Don't Pollute, leads to waterway" "Where does the rain go?" Placemats for kids Healthy Lawn Brochure Do Not Dump Metal Signage Illicit Discharge Detection and Elimination Hotline Information on BMP and WIP on Rivanna River Basin Commission Facebook Page https://tjpd.org/our-work/watershed-implementation-plan-wip/
OPTIONAL DELIVERABLES		
Share regional information from the Bay Program analysis of land cover change with local governments. Support local adoption of procedures, plans, policies and/or programs to support forest conservation and other land policies that reduce the impact of future development. (by December 31, 2022)	Ongoing	Regional Hazard Mitigation Grant Meetings PDC Hazard Mitigation Working Group GIS Land Cover data sharing James Young, FEMA - regular updates & coordination with PDC Urban Rivanna Corridor Plan (Adopted February 2022) Hazard Mitigation Plan (2023 Update) Chesapeake Bay Program Land Use/Land Cover Change Data Project Webinar (May 24 th) Chesapeake Bay Land Use Workgroup Attendance Letter of Support to RCA for Rivanna River Resilience Partnership NFWF grant Bicycle and Pedestrian Infrastructure Assessment of Scottsville and Stanardsville
Research grant opportunities to assist localities in identifying BMP implementation projects such as creating wetlands systems to serve as retention areas for water flowing from Towns to the Chesapeake Bay; installing rain gardens to reduce impervious surface area; and establishing a forest buffer/tree planting/stormwater management pilot program on publicly owned lands. Attend grant information sessions, workshops, webinars, etc. sponsored by DEQ, Chesapeake Bay Program and other related agencies. Maintain and update, as needed, a matrix of potential grant project priorities for the region with total project costs, potential funding sources, partners, application deadlines and any other critical information. Disseminate funding information to localities; update websites and other applicable resources. Assist localities in applying for funds and provide grant writing assistance when needed. (by December 31, 2022)	Ongoing	Greene County Visitor's Center Revitalization/BMP Project (TJPD Fiscal Agent) Letter of Support to the Rivanna Conservation Alliance for the Resilience Partnership Environmental Grants Tracking Document and Informational sharing with Locality Contacts <i>Words From Your Watershed</i> Newsletter: Funding Opportunities section Responding to Climate Change Webinar Chesapeake Bay Webinar Series: Leveraging Funding to Maximize Multiple Benefits Nonpoint Source Program RFA Webinar CBP: Financing Riparian Buffers Webinar EPA Mid Atlantic Summit Overview of BIL funding Resiliency Academy: Resilience in Transportation Infrastructure

When requested, update the environmental sections of local government comprehensive plans and create model WIP III language for inclusion. (by December 31, 2022)	Ongoing	Regional Hazard Mitigation Plan Update- Ian Baxter and Isabella O'Brien Solid Waste and Recycling Plan Update- Shirese Franklin and Isabella O'Brien Draft Plan Available here: https://tjpd.org/our-work/solid-waste/ Urban Rivanna Corridor Plan- Completed & Adopted February 2022 Sandy Shackleford, Nick Morrison, and Dominique Lavorata TJPD Transit Visioning Plan: Lucinda Shannon Bicycle and Pedestrian Infrastructure Assessment of Stanardsville and Scottsville
Activity 3: <u>Project administration</u>		
REQUIRED DELIVERABLES		
Submit the interim PDC contract report and reimbursement request. (by June 30, 2022)	6/30/22	2022 INTERIM REPORT SUBMISSION: 6/30/22
Submit regionally-specific tasks for inclusion in the 2023 Proposed Scope of Service as described in 1.a above. (by September 30, 2022)	09/30/22	2022 PROPOSED SCOPE OF WORK: 09/30/22
Submit the final PDC contract report and final reimbursement request. (by December 31, 2022)	12/31/22	2022 CONTRACT SUBMISSION: 12/31/22

Stay Engaged on WIP

- Words From Your Watershed Quarterly [Newsletter](#): [WFYW Signup](#)
- [TJPDC WIP Webpage](#)
- [Rivanna River Basin Commission Website](#)
- [RRBC Facebook](#)
- [TJPDC Facebook Page](#)
- Email me: iobrien@tjpd.org

Funding....

- IJIA with \$40 million allocated to Chesapeake Bay Restoration
- National Fish & Wildlife Foundation
- Chesapeake Bay Trust
- USDA
- DEQ
- DCR
- DOF
- VOF
- USDOF

Non Regulatory Locality Actions

- Apply for funding to implement stormwater best management practices on locality owned property, or contact the TJPDC for grant assistance
- Work with local nonprofits to organize tree plantings/invasive removals/etc
- Distribute information on WIP with your network
- Encourage citizens to contact their SWCD for financial and technical assistance with septic pump outs
- Incorporate BMP's and Green Infrastructure into grant applications and comprehensive planning, and reach out to the TJPDC for assistance
- Reach out when issues arise!

Attachment A: Narrative Progress Summary Report

Chesapeake Bay Regulatory and Accountability Program (CBRAP) Project

Please submit this form electronically, along with the rest of the quarterly report material to your DEQ Project Manager.

Project Title	2022 Chesapeake Bay Watershed PDC Locality Implementation Program		
Contract #	17214		
Organization	Thomas Jefferson PDC		
Select Report Type	☒ Interim (by 06/30/22) ☐ Final (by 12/31/22)		
Name & Title of Individual Reporting	Isabella O'Brien Planner 1	Date:	6/30/2022

Progress Summary:

Provide a brief description of activity deliverables (as outlined in the Scope of Services) that have been completed to date. For deliverables that require submitting a product to DEQ, note the product and any particular information needed to explain it. Provide a brief status on any incomplete deliverables or those that might be behind schedule. Note any other challenges or setbacks that have arisen.

****PLEASE VISIT THE TJPDC WEBSITE BELOW FOR ALL WIP ****
2022 INTERIM SUBMISSION EVIDENCE AND MATERIALS

[<https://tjpd.org/our-work/watershed-implementation-plan-wip/>]

DELIVERABLE 1A- The Scope of Work for the TJPDC 2023 Watershed Implementation Plan will be completed by 09/30/22 in conjunction with the deliverables provided by DEQ with EPA approval. The PDC will consult and collaborate with many of the regional environmental groups and stakeholders noted below.

DELIVERABLE 1B-

PDC Riparian Consortium Meetings

TOPICS ADDRESSED AT MEETINGS:

1. What would be most helpful for watershed planning and riparian restoration to the localities in your PDC footprint in the Middle or Upper James watershed (especially urban localities)?
2. What are the greatest opportunities and challenges for engaging localities and for growing collaboration in the watershed?
3. How can the Consortium best support your PDC in watershed planning, riparian restoration, WIP reporting, and other watershed activities?

Rivanna Stormwater Education Partnership Monthly Meetings

- **DATES:** February 22nd 10-12, March 29th 10-12, April 26th 10-12, May 24th 10-12, June 28th 10-12, Future Meetings: September 27th 10-12, October 25th 10-12, November 22nd 10-12
- **MEMBERS:** Amy Moyer <amy.moyer@tjswcd.org>; Andrea Bowles <abowles@rivanna.org>; Anne Coates <anne.coates@tjswcd.org>; Audrey Kirschner <audrey.kirschner@tjswcd.org>; Olenslager, Brittany E (beo2zh) <beo2zh@virginia.edu>; Dan Frisbee <frisbee@charlottesville.gov>; Garrod, Dawson (dlg9e) <dlg9e@virginia.edu>; Greg Harper <gharper@albemarle.org>; Isabella O'Brien <iobrien@tjpdcc.org>; Wenger, Jess (jsw6d) <jsw6d@virginia.edu>; John Coles <jcoles@k12albemarle.org>; Kristel Riddervold <riddervold@charlottesville.gov>; Laurel Williamson <lwilliamson2@albemarle.org>; Lindsay Snoddy <lcsnoddy@k12albemarle.org>; lisawittenborn <lisawittenborn@rivannariver.org>; Starvos Calos <scalos@albemarle.org>; Tim Brown tbrown@serviceauthority.org
- TJPDC working alongside the Rivanna Stormwater Education Partnership (RSEP) to promote the #LoveYourWatershed campaign. The RRBC Facebook and website are used to share this content, especially in the midst of Covid.

Rivanna River Basin Commission Meetings (MAY 6th)

Meeting minutes, recording, and packet included on the webpage below. Topics covered at the RRBC commission meetings include a broad range of local water quality topics. The WIP contract was shared and made available with commissioners (listed below).

<https://rivannariverbasin.org/about-the-commission/>

Albemarle County

Ann Mallek, Board of Supervisors
Bea LaPisto Kirtley, Board of Supervisors
VACANT, Appointed Citizen

City of Charlottesville

Michael Payne, City Councilor
Lloyd Snook, City Councilor
Jason Halbert, Appointed Citizen

Fluvanna County

Mozell Booker, Board of Supervisors
Tony O'Brien, Board of Supervisors
Marvin Moss, Appointed Citizen

Greene County

Dale Herring, Board of Supervisors
Abbey Heflin, Board of Supervisors
Alex Vidales, Appointed Citizen

Culpeper SWCD

Steve Morris

Thomas Jefferson SWCD

Lonnie Murray

Rivanna River Basin Commission Input Meetings

The TJPDC has been working to develop a work plan for the Rivanna River Basin Commission to better support the watershed and corresponding localities in coming years. As part of the development process, TJPDC staff reached out to locality planners and water resources staff to gain their feedback on priority watershed topics and barriers. These meetings were scheduled as part of the RRBC work plan, however topics on WIP including Environmental Justice and water quality issues were discussed. Evidence of meetings available in WIP folders.

UVA Multi Objective Watershed Project Meeting (APRIL 29th)

TJPDC staff participated in meeting soliciting feedback on UVA's multi objective watershed research project.

Bay PDC Meetings

- BAY PDC SPRING MEETING
 - Internally developed stakeholder group of Bay PDC's WIP program managers and other stakeholders
 - **ATTENDEES:** Isabella O'Brien <iobrien@tjpd.org>; Normand Goulet <ngoulet@novaregion.org>; Rebekah Cazares (Plan RVA) <rcazares@planrva.org>; Sarah Stewart <SStewart@planrva.org>; Gabriel Irigaray <girigaray@rvarc.org>; amcgee <amcgee@rvarc.org>; jsteelman <jsteelman@a-npdc.org>; hunter <hunter@cspdc.org>; mfooster <mfooster@virginiasheartland.org>; ktillman@virginiasheartland.org; jruffa <jruffa@craterpdc.org>; jrickards <jrickards@mppdc.com>; Luke Peters <luke.peters@bgllc.net>; michael.zehner@bgllc.net; csmith <csmith@mppdc.com>; jbateman <jbateman@nnpdc17.state.va.us>; jcrockett <jcrockett@nsvregion.org>; abrebner <abrebner@craterpdc.org>; rebecca <rebecca@cspdc.org>; kelly.hitchcock <kelly.hitchcock@cvpdc.org>; medwards medwards@rrregion.org

DEQ DISCUSSION WITH BAY PDC's (MAY 9th)

- **ATTENDEES:** james.kline@deq.virginia.gov; emeil@a-npdc.org; jsteelman@esvaplan.org; jsteelman; adoyle@a-npdc.org; bonnie@cspdc.org; hunter; kelly.hitchcock; gary.christie@cvpdc.org; mfooster <mfooster@virginiasheartland.org>; ktillman@virginiasheartland.org; jruffa; abrebner; Luke Peters; michael.zehner@bgllc.net; boyles@gwregion.org; gibson@gwregion.org; Katherine Filippino; llawrence@mppdc.com;

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jcrockett; bdavis@nsvregion.org; Normand
Goulet; lindat@novaregion.org; rlazaro@novaregion.org;
medwards; pmauney@rrregion.org; mheeter@planrva.org; Sarah
Stewart; mbittner@planrva.org; rcazares@planrva.org; jholmes@rvarc.org;
amcgee; girigaray@rvarc.org; Christine Jacobs; Isabella
O'Brien; ewells@rvarc.org; justin.williams@deq.virginia.gov; jutta.schneider@deq.virginia.gov;
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susan.hale@deq.virginia.gov; amber.foster@deq.virginia.gov; heather.mackey@deq.virginia.gov;
vlent.lassiter@deq.virginia.gov; daniel.moore@deq.virginia.gov;
mary.jacobs@deq.virginia.gov

Climate Action Liaison Committee Meetings

Members: Riddervold, Kristel <RIDDERVOLD@charlottesville.gov>; Trimble, Andrea Ruedy (art2k) <art2k@virginia.edu>; Jennifer Whitaker <jwhitaker@rivanna.org>; Magill, Sena <smagill@charlottesville.gov>; Payne, Michael <mpayne@charlottesville.gov>; Sandy Shackelford <SShackelford@tjpd.org>; Don Sundgren <des5j@virginia.edu>; Sanders, Samuel <sanderss@charlottesville.gov>; Isabella O'Brien <iobrien@tjpd.org>; Gabe Dayley <gdayley2@albemarle.org>; Greg Harper <gharper@albemarle.org>; Smalls, Stacey smallss@charlottesville.gov

Charlottesville Climate Vulnerability Assessment Workshop (June 8th, 2022)

Charlottesville is working on its climate action plan and asked for input from local staff on climate vulnerabilities in Charlottesville.

DELIVERABLE 1C- Update Commissioners and Local Boards

Chesapeake Bay Program Local Elected Officials Survey Share: Responses from VA were limited, so PDC's shared a survey to learn more about the capacity of local elected officials to respond to Water Resources topics within their community. The results from the survey are used to inform the development of tools and resources for elected officials.

Presentation planned for August at the TJPD Commission Meeting: Update on WIP for the Regional Board Members- The Thomas Jefferson Planning District Commission is directed by a twelve-member board, consisting of **two representatives appointed by each local governing board, more than half of whom are local elected officials**. The Commissioners have varied backgrounds and **currently serve on various boards and committees in the region**.

<https://tjpd.org/commissioners/>

Rivanna River Basin Commission Meeting (May 6th)

Meeting minutes, recording, and packet included on the webpage below. Topics covered at the RRBC commission meetings include a broad range of local water quality topics. The WIP contract was shared and made available with commissioners (listed below). More material evidence available in WIP folders.

<https://rivannariverbasin.org/about-the-commission/>

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Alex Vidales, Appointed Citizen

Culpeper SWCD

Steve Morris

Thomas Jefferson SWCD

Lonnie Murray

DELIVERABLE 1D- Facilitation of Sharing on Environmental Justice

- Environmental Justice Symposium shared to local planning staff, to Rivanna River Basin Commission Facebook Page and local environmental staff. The agenda is within the shared WIP folders.
- TJPDC worked with Delegate Farris to support, amend, and write substitutes for House Bill 49, which was an extension of Scenic Rivers Act, which was passed in 2022.
- *Words from your Watershed* Newsletter Developed by the TJPDC, sharing information on environmental justice updates with locality stakeholders and the public. Archive on WIP website at the bottom: <https://tjpd.org/our-work/watershed-implementation-plan-wip/>
- General Information sharing on environmental justice mapping, learning resources, and other tools as requested or available. (Evidence in WIP folders)
- Attended VAMPO Webinar: Emerging Environmental Policy and Planning Issues
- Meeting with Chad Martin, DEQ, Environmental Justice Coordinator for the Blue Ridge Region to learn more about his position
- The TJPDC provides legislative services as part of the support offered to local Jurisdictions. David Blount develops a legislative newsletter for local stakeholders. When pertinent updates are made to watershed legislation, information is shared with David Blount to include in the next installment of the Legislate Update Newsletter. Access Archive: <https://tjpd.org/our-work/legislative-liaison/>
- Environmental Justice Report Out: Data table has been developed and information will continue to be collected on locality efforts relating to Environmental Justice. (Material Evidence in WIP folders).
 - Used to share information on resources for DEQ EJ training organized by Jake Kline
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DELIVERABLE 1E- Attend Local Watershed Roundtables and relay key information

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 - TJPD Facebook page: <https://www.facebook.com/PDC10>
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DELIVERABLE 2A- Water Quality Guide Booklets and social media sharing

Look for social media postings on:

RRBC Facebook: <https://www.facebook.com/RivannaRiverBasinCommission>

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TJPDC WIP Page: <http://tjpd.org/WIP>

TJPDC **Water Quality Guide Booklet #7** development planned for summer with the support of intern. Material evidence to be provided as part of the final submission.

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- At the RRBC Commission Meeting held May 6th, TJPDC shared the contract deliverables and reminded commissioners that TJPDC staff can update the environmental sections of locality comprehensive plans upon request through the Watershed Implementation Plan. Evidence available: <https://rivannariverbasin.org/about-the-commission/> here under meeting agendas, minutes and recordings for 2022. Recording is linked.
- **Stanardsville and Scottsville Bike and Pedestrian Infrastructure Assessment:** Aside from supporting the environmental programs at the TJPDC, Isabella has also supported the Rural Transportation Program, as part of this assessment for Albemarle and Greene, I included information on BMP's when developing a multimodal network as well as the environmental benefits of strengthening a multimodal network. More evidence to be provided in final submission, as it is currently being drafted.
- **TJPDC Transit Vision Plan:** currently being developed by TJPDC's transportation manager, Lucinda Shannon <https://tjpd.org/our-work/transit-planning/>

DELIVERABLE 3A: Interim Report submitted by June 30th, 2022.

DELIVERABLE 3B: Regionally Specific Tasks Identified and Submitted by September 30th.

Regionally Specific Tasks to be identified and submitted by September 30th.

DELIVERABLE 3C: PDC contract report and final imbursement request by December 31st.

Evidence to be provided with final contract submission. Due to the TJPDC's invoicing schedule, the invoice for June could not be completed for the interim report, however, a request for JUNE reimbursement will be provided with the last six months of the Calendar Year in the Final WIP Contract Submission.

Attachment A: Narrative Progress Summary Report

Chesapeake Bay Regulatory and Accountability Program (CBRAP) Project

Please submit this form electronically, along with the rest of the quarterly report material to your DEQ Project Manager.

Project Title	2022 Chesapeake Bay Watershed PDC Locality Implementation Program		
Contract #	17214		
Organization	Thomas Jefferson PDC		
Select Report Type	☒ Interim (by 06/30/22) ☐ Final (by 12/31/22)		
Name & Title of Individual Reporting	Isabella O'Brien Planner 1	Date:	6/30/2022

Progress Summary:

Provide a brief description of activity deliverables (as outlined in the Scope of Services) that have been completed to date. For deliverables that require submitting a product to DEQ, note the product and any particular information needed to explain it. Provide a brief status on any incomplete deliverables or those that might be behind schedule. Note any other challenges or setbacks that have arisen.

****PLEASE VISIT THE TJPDC WEBSITE BELOW FOR ALL WIP ****
2022 INTERIM SUBMISSION EVIDENCE AND MATERIALS

[<https://tjpd.org/our-work/watershed-implementation-plan-wip/>]

DELIVERABLE 1A- The Scope of Work for the TJPDC 2023 Watershed Implementation Plan will be completed by 09/30/22 in conjunction with the deliverables provided by DEQ with EPA approval. The PDC will consult and collaborate with many of the regional environmental groups and stakeholders noted below.

DELIVERABLE 1B-

PDC Riparian Consortium Meetings

TOPICS ADDRESSED AT MEETINGS:

1. What would be most helpful for watershed planning and riparian restoration to the localities in your PDC footprint in the Middle or Upper James watershed (especially urban localities)?
2. What are the greatest opportunities and challenges for engaging localities and for growing collaboration in the watershed?
3. How can the Consortium best support your PDC in watershed planning, riparian restoration, WIP reporting, and other watershed activities?

Rivanna Stormwater Education Partnership Monthly Meetings

- **DATES:** February 22nd 10-12, March 29th 10-12, April 26th 10-12, May 24th 10-12, June 28th 10-12, Future Meetings: September 27th 10-12, October 25th 10-12, November 22nd 10-12
- **MEMBERS:** Amy Moyer <amy.moyer@tjswcd.org>; Andrea Bowles <abowles@rivanna.org>; Anne Coates <anne.coates@tjswcd.org>; Audrey Kirschner <audrey.kirschner@tjswcd.org>; Olenslager, Brittany E (beo2zh) <beo2zh@virginia.edu>; Dan Frisbee <frisbee@charlottesville.gov>; Garrod, Dawson (dlg9e) <dlg9e@virginia.edu>; Greg Harper <gharper@albemarle.org>; Isabella O'Brien <iobrien@tjpdcc.org>; Wenger, Jess (jsw6d) <jsw6d@virginia.edu>; John Coles <jcoles@k12albemarle.org>; Kristel Riddervold <riddervold@charlottesville.gov>; Laurel Williamson <lwilliamson2@albemarle.org>; Lindsay Snoddy <lcsnoddy@k12albemarle.org>; lisawittenborn <lisawittenborn@rivannariver.org>; Starvos Calos <scalos@albemarle.org>; Tim Brown tbrown@serviceauthority.org
- TJPDC working alongside the Rivanna Stormwater Education Partnership (RSEP) to promote the #LoveYourWatershed campaign. The RRBC Facebook and website are used to share this content, especially in the midst of Covid.

Rivanna River Basin Commission Meetings (MAY 6th)

Meeting minutes, recording, and packet included on the webpage below. Topics covered at the RRBC commission meetings include a broad range of local water quality topics. The WIP contract was shared and made available with commissioners (listed below).

<https://rivannariverbasin.org/about-the-commission/>

Albemarle County

Ann Mallek, Board of Supervisors
Bea LaPisto Kirtley, Board of Supervisors
VACANT, Appointed Citizen

City of Charlottesville

Michael Payne, City Councilor
Lloyd Snook, City Councilor
Jason Halbert, Appointed Citizen

Fluvanna County

Mozell Booker, Board of Supervisors
Tony O'Brien, Board of Supervisors
Marvin Moss, Appointed Citizen

Greene County

Dale Herring, Board of Supervisors
Abbey Heflin, Board of Supervisors
Alex Vidales, Appointed Citizen

Culpeper SWCD

Steve Morris

Thomas Jefferson SWCD

Lonnie Murray

Rivanna River Basin Commission Input Meetings

The TJPDC has been working to develop a work plan for the Rivanna River Basin Commission to better support the watershed and corresponding localities in coming years. As part of the development process, TJPDC staff reached out to locality planners and water resources staff to gain their feedback on priority watershed topics and barriers. These meetings were scheduled as part of the RRBC work plan, however topics on WIP including Environmental Justice and water quality issues were discussed. Evidence of meetings available in WIP folders.

UVA Multi Objective Watershed Project Meeting (APRIL 29th)

TJPDC staff participated in meeting soliciting feedback on UVA's multi objective watershed research project.

Bay PDC Meetings

- BAY PDC SPRING MEETING
 - Internally developed stakeholder group of Bay PDC's WIP program managers and other stakeholders
 - **ATTENDEES:** Isabella O'Brien <iobrien@tjpd.org>; Normand Goulet <ngoulet@novaregion.org>; Rebekah Cazares (Plan RVA) <rcazares@planrva.org>; Sarah Stewart <SStewart@planrva.org>; Gabriel Irigaray <girigaray@rvarc.org>; amcgee <amcgee@rvarc.org>; jsteelman <jsteelman@a-npdc.org>; hunter <hunter@cspdc.org>; mfooster <mfooster@virginiasheartland.org>; ktillman@virginiasheartland.org; jruffa <jruffa@craterpdc.org>; jrickards <jrickards@mppdc.com>; Luke Peters <luke.peters@bgllc.net>; michael.zehner@bgllc.net; csmith <csmith@mppdc.com>; jbateman <jbateman@nnpdc17.state.va.us>; jcrockett <jcrockett@nsvregion.org>; abrebner <abrebner@craterpdc.org>; rebecca <rebecca@cspdc.org>; kelly.hitchcock <kelly.hitchcock@cvpdc.org>; medwards medwards@rrregion.org

DEQ DISCUSSION WITH BAY PDC's (MAY 9th)

- **ATTENDEES:** james.kline@deq.virginia.gov; emeil@a-npdc.org; jsteelman@esvaplan.org; jsteelman; adoyle@a-npdc.org; bonnie@cspdc.org; hunter; kelly.hitchcock; gary.christie@cvpdc.org; mfooster <mfooster@virginiasheartland.org>; ktillman@virginiasheartland.org; jruffa; abrebner; Luke Peters; michael.zehner@bgllc.net; boyles@gwregion.org; gibson@gwregion.org; Katherine Filippino; llawrence@mppdc.com;

csmith; jdavis@nnpdc17.state.va.us; jbateman;
jcrockett; bdavis@nsvregion.org; Normand
Goulet; lindat@novaregion.org; rlazaro@novaregion.org;
medwards; pmauney@rrregion.org; mheeter@planrva.org; Sarah
Stewart; mbittner@planrva.org; rcazares@planrva.org; jholmes@rvarc.org;
amcgee; girigaray@rvarc.org; Christine Jacobs; Isabella
O'Brien; ewells@rvarc.org; justin.williams@deq.virginia.gov; jutta.schneider@deq.virginia.gov;
bryant.thomas@deq.virginia.gov; kevin.mclean@deq.virginia.gov;
susan.hale@deq.virginia.gov; amber.foster@deq.virginia.gov; heather.mackey@deq.virginia.gov;
vlent.lassiter@deq.virginia.gov; daniel.moore@deq.virginia.gov;
mary.jacobs@deq.virginia.gov

Climate Action Liaison Committee Meetings

Members: Riddervold, Kristel <RIDDERVOLD@charlottesville.gov>; Trimble, Andrea Ruedy (art2k) <art2k@virginia.edu>; Jennifer Whitaker <jwhitaker@rivanna.org>; Magill, Sena <smagill@charlottesville.gov>; Payne, Michael <mpayne@charlottesville.gov>; Sandy Shackelford <SShackelford@tjpd.org>; Don Sundgren <des5j@virginia.edu>; Sanders, Samuel <sanderss@charlottesville.gov>; Isabella O'Brien <iobrien@tjpd.org>; Gabe Dayley <gdayley2@albemarle.org>; Greg Harper <gharper@albemarle.org>; Smalls, Stacey smallss@charlottesville.gov

Charlottesville Climate Vulnerability Assessment Workshop (June 8th, 2022)

Charlottesville is working on its climate action plan and asked for input from local staff on climate vulnerabilities in Charlottesville.

DELIVERABLE 1C- Update Commissioners and Local Boards

Chesapeake Bay Program Local Elected Officials Survey Share: Responses from VA were limited, so PDC's shared a survey to learn more about the capacity of local elected officials to respond to Water Resources topics within their community. The results from the survey are used to inform the development of tools and resources for elected officials.

Presentation planned for August at the TJPD Commission Meeting: Update on WIP for the Regional Board Members- The Thomas Jefferson Planning District Commission is directed by a twelve-member board, consisting of **two representatives appointed by each local governing board, more than half of whom are local elected officials**. The Commissioners have varied backgrounds and **currently serve on various boards and committees in the region**.

<https://tjpd.org/commissioners/>

Rivanna River Basin Commission Meeting (May 6th)

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DELIVERABLE 1D- Facilitation of Sharing on Environmental Justice

- Environmental Justice Symposium shared to local planning staff, to Rivanna River Basin Commission Facebook Page and local environmental staff. The agenda is within the shared WIP folders.
- TJPDC worked with Delegate Farris to support, amend, and write substitutes for House Bill 49, which was an extension of Scenic Rivers Act, which was passed in 2022.
- *Words from your Watershed* Newsletter Developed by the TJPDC, sharing information on environmental justice updates with locality stakeholders and the public. Archive on WIP website at the bottom: <https://tjpd.org/our-work/watershed-implementation-plan-wip/>
- General Information sharing on environmental justice mapping, learning resources, and other tools as requested or available. (Evidence in WIP folders)
- Attended VAMPO Webinar: Emerging Environmental Policy and Planning Issues
- Meeting with Chad Martin, DEQ, Environmental Justice Coordinator for the Blue Ridge Region to learn more about his position
- The TJPDC provides legislative services as part of the support offered to local Jurisdictions. David Blount develops a legislative newsletter for local stakeholders. When pertinent updates are made to watershed legislation, information is shared with David Blount to include in the next installment of the Legislate Update Newsletter. Access Archive: <https://tjpd.org/our-work/legislative-liaison/>
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- **Urban Rivanna Corridor Plan** prepared by TJPDC staff and adopted by Charlottesville and Albemarle in February of 2022. <https://tjpd.org/our-work/area-plans/urban-rivanna-river-corridor-plan/#:~:text=The%20Urban%20Rivanna%20River%20Corridor,refocus%20attention%20on%20the%20Rivanna.>
- **TJPDC Solid Waste and Recycling Plan** The Solid Waste and Recycling Plan was by amended by TJPDC staff this Spring and includes information on waste reduction and best practices. Available here: <https://tjpd.org/our-work/solid-waste/>
- At the RRBC Commission Meeting held May 6th, TJPDC shared the contract deliverables and reminded commissioners that TJPDC staff can update the environmental sections of locality comprehensive plans upon request through the Watershed Implementation Plan. Evidence available: <https://rivannariverbasin.org/about-the-commission/> here under meeting agendas, minutes and recordings for 2022. Recording is linked.
- **Stanardsville and Scottsville Bike and Pedestrian Infrastructure Assessment:** Aside from supporting the environmental programs at the TJPDC, Isabella has also supported the Rural Transportation Program, as part of this assessment for Albemarle and Greene, I included information on BMP's when developing a multimodal network as well as the environmental benefits of strengthening a multimodal network. More evidence to be provided in final submission, as it is currently being drafted.
- **TJPDC Transit Vision Plan:** currently being developed by TJPDC's transportation manager, Lucinda Shannon <https://tjpd.org/our-work/transit-planning/>

DELIVERABLE 3A: Interim Report submitted by June 30th, 2022.

DELIVERABLE 3B: Regionally Specific Tasks Identified and Submitted by September 30th.

Regionally Specific Tasks to be identified and submitted by September 30th.

DELIVERABLE 3C: PDC contract report and final imbursement request by December 31st.

Evidence to be provided with final contract submission. Due to the TJPDC's invoicing schedule, the invoice for June could not be completed for the interim report, however, a request for JUNE reimbursement will be provided with the last six months of the Calendar Year in the Final WIP Contract Submission.

NATURAL HAZARD MITIGATION PLAN UPDATE 2023

TJPD Commission Update August 2022

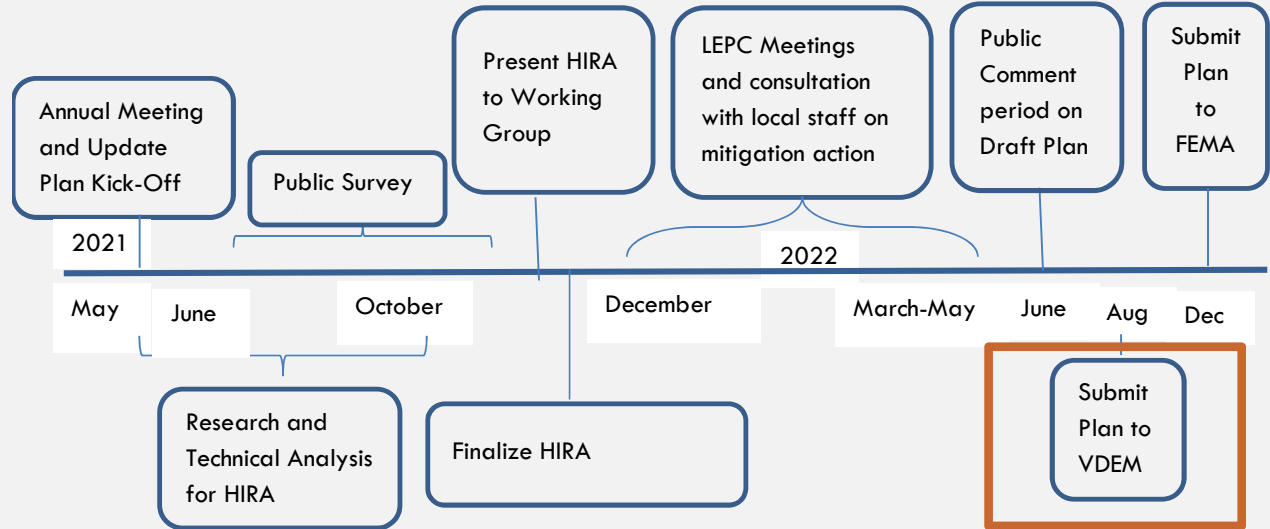
Ian Baxter, TJPD Planner II

NATURAL HAZARD MITIGATION PLANNING

- Purpose: Prepare for natural disasters before they occur
- Incentive: FEMA requires Natural HMPs as a condition for eligibility in certain mitigation grant programs
- Plan includes the following sections:
 1. Planning Process – the process through which the plan was developed, including public input
 2. Community Profile – general information about communities in the planning district
 3. Hazard Identification and Analysis – general information about potential hazards in the planning district, the historic record of hazard events, and the probability of future events
 4. Vulnerability Assessment – analysis of the human impact hazards could cause, with estimated potential losses for various hazard scenarios
 5. Capabilities Assessment – a survey of current local capacity to mitigate natural hazards
 6. Mitigation Strategy – goals, objectives, and action items selected to mitigate hazards identified in the region

TIMELINE

The following timeline depicts the major points along the process of the plan update:



BOARD PRESENTATIONS

TJPDC staff presented to all governing boards in the planning district to solicit questions, encourage public comment to each locality's residents, and map out next steps

Presentations:

- May: Town of Mineral
- June: Charlottesville, Albemarle, Nelson, Greene, Fluvanna, Town of Scottsville
- July: Town of Louisa, Louisa County

NEXT STEPS

- Await VDEM response (incorporate comments)
- Submit to FEMA
- Work towards formal adoption by all localities

GRANT INFORMATION

- VDEM is planning for upcoming Hazard Mitigation Assistance funding opportunities, and webinars will be held August 2022 covering the following mitigation grant programs:
 - Flood Mitigation Assistance (FMA)
 - Hazard Mitigation Grant Program (HMGP)
 - Building Resilient Infrastructure and Communities (BRIC)

Hazard Mitigation Grant Opportunities

Hazard Mitigation Grant Program (HMGP) (FY22)

What is it?

The HMGP assists States, Tribes, and local communities in implementing long-term hazard mitigation measures following a major disaster declaration.

Who is eligible?

State and local governments, private nonprofit organizations and institutions, Indian Tribes and authorized Tribal organizations, and Alaska native villages and organizations, Individuals and businesses may not apply directly to the State or FEMA, but eligible local governments or private nonprofit organizations may apply to benefit the private entity – AFTER a major disaster declaration.

What types of activities can be funded?

The HMGP can be used to fund projects to protect either public or private property, as long as the project fits within State and local government mitigation strategies to address areas of risk and complies with HMGP guidelines.

Examples of projects include:

- Acquiring and relocating structures from hazard-prone areas
- Retrofitting structures to protect them from floods, high winds, earthquakes, or other natural hazards
- Constructing certain types of minor and localized flood control projects
- Constructing safe rooms inside schools or other buildings in tornado-prone areas

What is the cost?

- 75% federal match
- 25% state/local match

What is the timeline?

TBD – depends on how much money has been spent from initial disaster disbursement and VDEM timeline

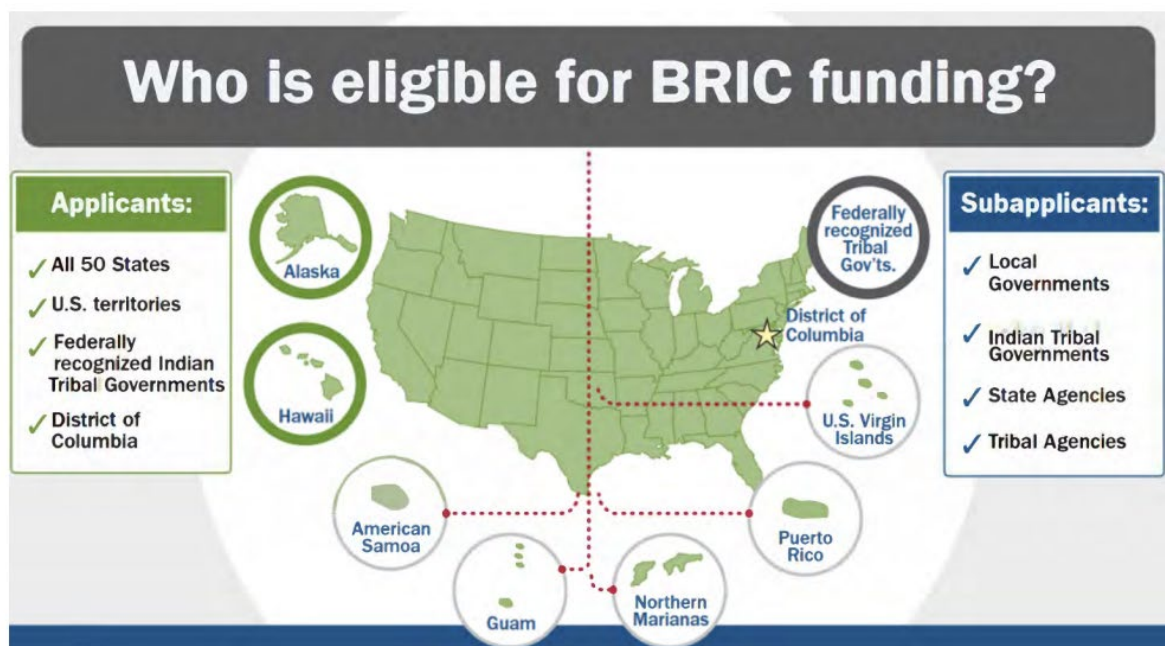
Building Resilient Infrastructure and Communities (BRIC) ***(FY22)***

What is it?

BRIC grants support states, local communities, tribes, and territories as they undertake hazard mitigation projects, reducing the risks they face from natural hazards. BRIC is a FEMA pre-disaster hazard mitigation program that has replaced the previously-existing Pre-Disaster Mitigation (PDM) program.

Two-tiered grant program: subapplicants apply to VDEM or to FEMA as part of national competition of hazard mitigation projects. Around \$1 billion is made available annually.

Who is eligible?



- Local governments, including cities, townships, counties, special district governments, state agencies, and federally recognized tribal governments (who choose to apply as subapplicants) are considered subapplicants and must submit subapplications to their state/territory/tribal applicant agency.
- Subapplicants must have a FEMA-approved Local or Tribal Hazard Mitigation Plan by the application deadline and at the time of obligation of grant funds for mitigation projects and Capability and Capacity-building activities (with the exception of mitigation planning).

What types of activities can be funded?

- **Capability- and Capacity-Building Activities:** Enhance the knowledge, skills, and expertise of the current workforce to expand or improve the administration of mitigation assistance. Subcategories of projects include project scoping, building code, partnership, and hazard mitigation planning activities.
- **Mitigation Projects:** Cost-effective projects designed to increase resilience and public safety; reduce injuries and loss of life; and reduce damage and destruction to property, critical services, facilities, and infrastructure.
- **Wildfire and Wind Retrofit Projects**
- **Nature-Based Infrastructure Projects**
- **Nature-Based Flood Protection Projects**
- **Technical Assistance Projects**
- **Earthquake Early Warning System Projects**

Projects must:

- be cost-effective (according to FEMA's Benefit-Cost Analysis requirements);
- decrease risk and impacts of future potential natural hazards;
- meet the 2015 or 2018 International Building Codes;
- be consistent with the applicant's FEMA-approved hazard mitigation plans; and
- satisfy historic preservation and environmental compliance requirements.

What is the cost?

- 75% federal match
- 25% state/local match

What is the timeline?

FY22 pre-applications due to VDEM on November 10, 2022. After a pre-application is reviewed for eligibility and processed by VDEM, applicant will complete more detailed project application with scope of work, cost, etc.

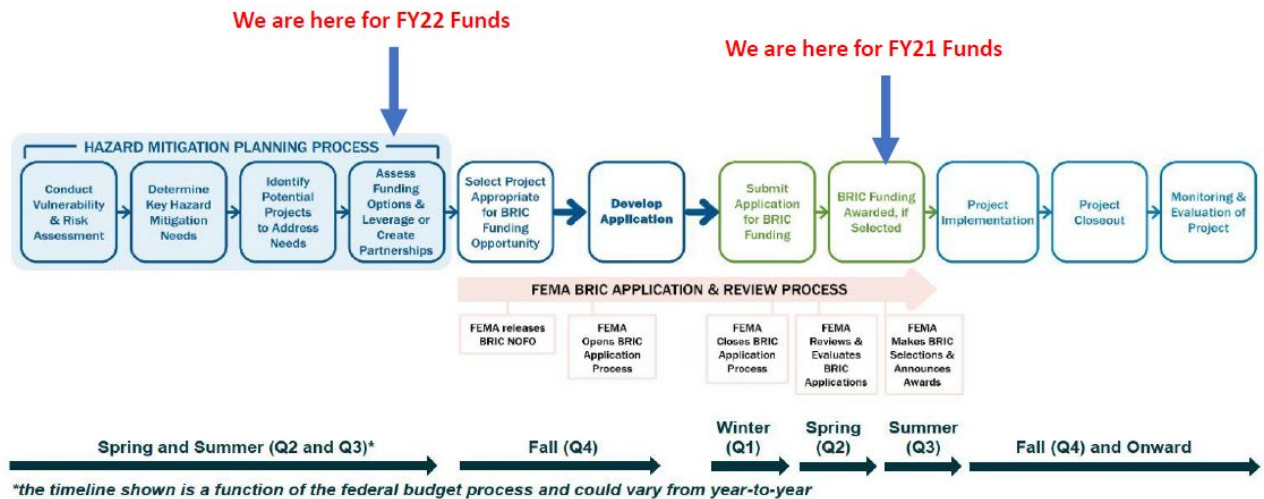


Figure 3. BRIC Program Process Overview

Building Resilient Infrastructure and Communities (BRIC) Technical Assistance (FY22)

What is it?

Planning support for both project and application-specific needs of a community. Examples of project or application-specific assistance needs include, but are not limited to:

- Support applying the Benefit-Cost Analysis methodology to nature-based solutions and other future conditions
- Developing a project involving collaboration between multiple communities
- Assistance with understanding or completing environmental planning and historic preservation requirements
- Examples of community-wide resilience assistance needs include, but are not limited to:
 - Building a shared understanding of resilience across local government departments
 - Bringing stakeholders together to discuss innovative mitigation solutions
 - Matching mitigation solutions to funding mechanisms
 - Identifying partnership opportunities or local mitigation partnership network

Who is eligible?

Local governments, including cities, townships, counties, special district governments, state agencies, and federally recognized tribal governments

Priority may be given to communities that:

- Have not received a project subaward under BRIC, the Pre-Disaster Mitigation (PDM) grant program, the Flood Mitigation Assistance (FMA) grant program, or the Hazard Mitigation Grant Program (HMGP) within the past 5 years
- Have not received an Advance Assistance or capability- and capacity-building subaward under BRIC, PDM, FMA, or HMGP within the past 5 years
- Are tribal entities
- Are designated as economically disadvantaged rural communities (documentation to support this designation must be included with the letter of interest) or a disadvantaged community as defined by Executive Order 14008, including tribal nations.
- Have demonstrated a compelling need (e.g., communities with significant disadvantaged populations, communities with multiple major disaster declarations within the past 5 years, etc.)

What is the cost?

N/A

What is the timeline?

All communities interested must submit one letter of interest for non-financial Direct Technical Assistance

- Community point of contact information, including name, position, address, phone number, and email
- A description of the community's challenges to meet this mitigation need for Direct Technical Assistance
- Proposed deliverables and timelines, including duration of technical assistance
- The extent of the community's capacity to assist in the Direct Technical Assistance activity and the staff available to commit to participate in the activity

Letter of interest due ~January 2023

Flood Mitigation Assistance (FMA) Grant

What is it?

The Flood Mitigation Assistance Program is a competitive grant program that provides funding to states, local communities, federally recognized tribes and territories. FEMA chooses recipients based on the applicant's ranking of the project and the eligibility and cost-effectiveness of the project.

Flood Mitigation Assistance (FMA) funds may be used for projects that reduce or eliminate the risk of repetitive flood damage to buildings insured by the National Flood Insurance Program including:

- Project Scoping

- Technical Assistance
- Community Flood Mitigation Projects - local level drainage/flood control projects to improve drainage and reduce flood risk for communities and can include numerous activities such as drainage pipes, pump stations, topographic grading, seawalls, marsh restoration, and other nature-based solutions.
- Individual Structure/Property-Level Flood Mitigation Projects - mitigate the risk of flooding to individual NFIP-insured structures and give priority to properties meeting SRL and RL definitions. These project types include Acquisition, Acquisition Relocation, Relocation, Elevation, Mitigation Reconstruction, and Dry floodproofing of historic or commercial structures.
- Management Costs

Who is eligible?

- Local governments, including cities, townships, counties, special district governments, state agencies, and federally recognized tribal governments (who choose to apply as subapplicants) are considered subapplicants and must submit subapplications to their state/territory/tribal applicant agency.
- Subapplicants must have a FEMA-approved Local or Tribal Hazard Mitigation Plan by the application deadline and at the time of obligation of grant funds for mitigation projects and Capability and Capacity-building activities (with the exception of mitigation planning).
- All subapplicants for FMA must be participating in the NFIP, and not be withdrawn or suspended, to be eligible to apply for grant fund.

What is the cost?

Cost share is required for all subapplications funded by the Flood Mitigation Assistance program. Generally, the cost share for this program is 75% federal / 25% non-federal. Contributions of cash, third-party in-kind services, materials, or any combination thereof, may be accepted as part of the non-federal cost share.

What is the timeline?

FY22 pre-applications due to VDEM on November 10, 2022. After a pre-application is reviewed for eligibility and processed by VDEM, applicant will complete more detailed project application with scope of work, cost, etc.

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

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)

Minutes, June 23, 2022

COMMISSIONERS PRESENT		STAFF PRESENT	
City of Charlottesville		Christine Jacobs, Executive Director	x
Michael Payne		David Blount, Deputy Director/Legislative Director	x
Lyle Solla-Yates	x	Don Reed, Finance Director	
Albemarle County		Ruth Emerick, Chief Operating Officer	
Ned Gallaway	x	Sandy Shackelford, Planning/Transportation Director	
Jim Andrews	x	Shirese Franklin, Planner II	x
Fluvanna County		Ian Baxter, Planner II	
Tony O'Brien	x	Lucinda Shannon, Senior Regional Planner	
Keith Smith, Treasurer	x	Sara Pennington, TDM/Rideshare Program Manager	
Greene County		Gretchen Thomas, Administrative Assistant	
Dale Herring, Vice Chair	x	Isabella O'Brien, Planner I	
Andrea Wilkinson	x	Ryan Mickles, Planner III	
Louisa County		Lori Allshouse, Program Director - VATI	
Rachel Jones	x	GUESTS/PUBLIC PRESENT	
Tommy Barlow (9:05 am)	x	Neil Williamson, Free Enterprise Forum	x
Nelson County			
Jesse Rutherford, Chair	x		
Dylan Bishop			

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) Chair, Jesse Rutherford, presided and called the meeting to order at 9:01 am. Christine Jacobs read the Notice of Electronic Meeting and Commissioner and Public Protocol. David Blount 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:

Shirese Franklin reviewed recent funding amounts and uses of the current Housing Preservation Grant (HPG), as well as the Intergovernmental Review item on the TJPDC Application for the Housing Preservation Grant. TJPDC has served as the HPG grantee for the past six years, and under this next grant, will continue to contract with local housing non-profits to carry out housing repair, rehabilitation and modification projects in the region. The grant application must be submitted by July 11.

4. RESOLUTION:

a. Inter-Governmental Review and Resolution of Support for Housing Preservation Grant

Motion/Action: On a motion by Lyle Solla-Yates, seconded by Dale Herring, the Commission unanimously approved the Resolution of Inter-Governmental Review and Project Support for Housing Preservation Grant in the amount of \$215,000.

5. OTHER BUSINESS:

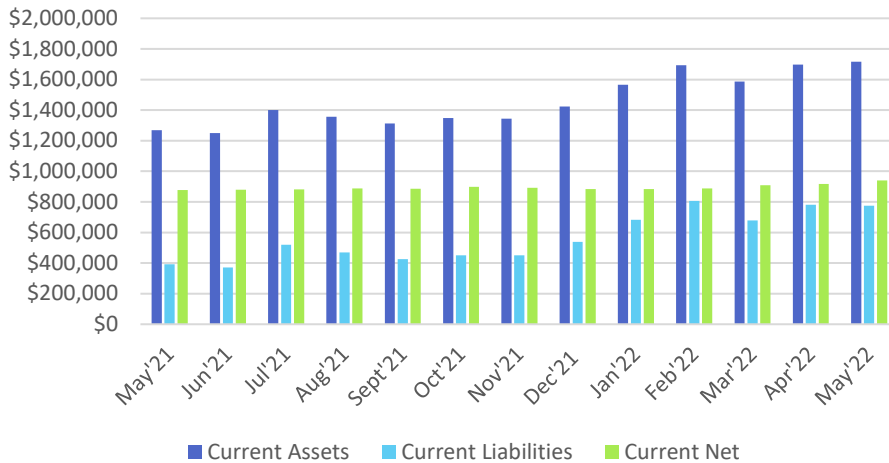
ADJOURNMENT:

Motion/Action: On a motion by Lyle Solla-Yates, seconded by Tommy Barlow, the Commission unanimously voted to adjourn the June 23, 2022 Commission meeting at 9:15 am.

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

NET QUICK ASSETS

Target = \$525,713 (5 months operating expenses)
12 Month Average Monthly Operating Expenses = \$105,143



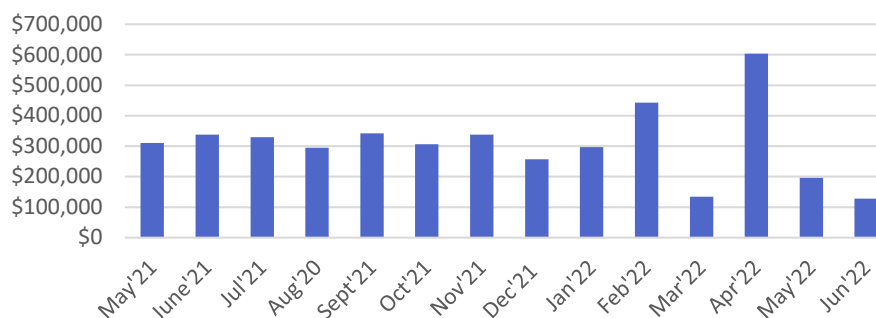
MONTHLY NET QUICK ASSETS

May'21 = \$876,846
Jun'21 = \$879,382
Jul'21 = \$881,176
Aug'21 = \$886,917
Sept'21 = \$886,391
Oct'21 = \$897,702
Nov'21 = \$892,289
Dec'21 = \$882,982
Jan'22 = \$883,614
Feb'22 = \$887,621
Mar'22 = \$908,525
Apr'22 = \$917,249
May'22 = \$940,919
Jun'22 = \$928,020

NET QUICK ASSETS are the highly liquid assets held by the agency, including cash, marketable securities and accounts receivable. Net quick assets (NQA) are calculated as current assets (cash + marketable securities + prepaid assets + accounts receivable) minus current liabilities of payables and deferred revenue. The target is 5 months of operating expenses (TJPDC costs minus pass-through and project contractual expenses), based on a rolling twelve-month average. The Commission has earmarked excess NQA above the target as Capital Reserves. As of the end of June 2022, the TJPDC had 8.83 months of operating expenses. The rolling twelve-month average operating expenses increased to \$105,143. The 3-month average of expenses is \$125,343. Actual operating expenses for June were \$142,203 compared to \$126,286 in May. The increased operating expenses were primarily due to budgeted one-time end of fiscal year bonuses and the purchase of necessary technology replacements and additions. Capital reserves = \$928,020 - \$525,713 = \$402,307.

UNRESTRICTED CASH ON HAND

Target = \$127,427 (4 months operating expenses)
Alarm = <\$210,285 (average oper exp 2 mos)



UNRESTRICTED CASH ON HAND

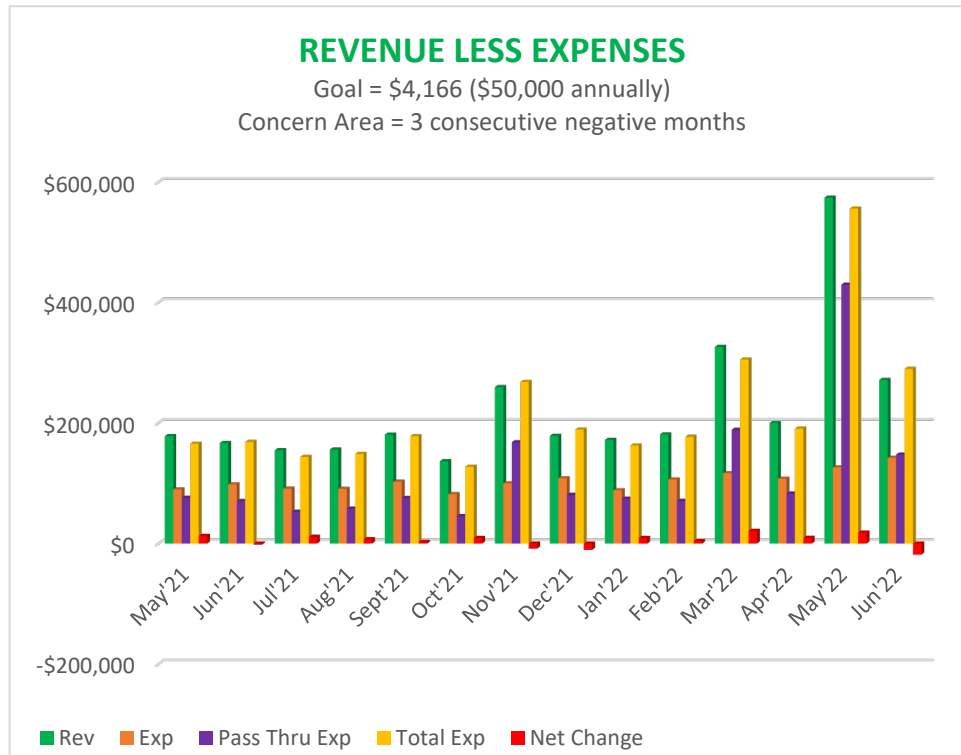
consists of funds held in checking and money market accounts immediately available to TJPDC for expenses. Cash does not include pass-through deposits in transit. Total cash minus notes payable minus deferred revenue = Unrestricted Cash on Hand.

MONTHS OF UNRESTRICTED CASH

divides unrestricted cash on hand by the agency's average

monthly operating expenses to give the number of months of operation without any additional cash received. Unrestricted cash has decreased to \$127,463 at the end of June 2022, which represents 1.21 months of operating expenses. The decrease in unrestricted cash on hand is due to larger grants requiring larger up-front outlays

as well as new grants that only permit quarterly reimbursements. Finally, it is due to several projects that require final deliverables prior to reimbursement.



MONTHLY NET REVENUE

May'21 = \$12,695
June'21 = (\$1,788)
Jul'21 = \$11,242
Aug'21 = \$7,223
Sept'21 = \$2,582
Oct'21 = \$9,237
Nov'21 = (\$8,348)
Dec'21 = (\$10,435)
Jan'22 = \$9,246
Feb'22 = \$4,015
Mar'22 = \$21,052
Apr'22 = \$9,499
May'22 = \$18,214
Jun'22 = (\$18,409)

NET REVENUE is the surplus or shortfall resulting from monthly revenues minus expenses. **The net gain in May**

was \$18,214. Due to budgeted one-time staff bonuses, holidays in June, and the purchase of necessary technology, **the net gain for June was (\$18,409) for a total FY23 net gain of \$51,187 for the fiscal year.** (Expenses are revised over time as they may be reclassified from operating expenses to assets). The Accrued Revenue Report shows total available funds of \$312,471 for the remaining 2 months in FY22 (\$156,235.65 per month). Actual operating expenses for May were \$126,286 and \$142,203 for June with a 3-month average of \$125,343.

NOTES

1. Target is a reasonable expectation that the TJPDC may reach this level to achieve our long-range financial goals. A plan will be developed showing how these target goals are expected to be achieved through daily financial management practices.
2. Concern is a level where staff will immediately identify causes of the change in financial position, whether this is a special one-time circumstance caused by a financial action or whether a trend is emerging caused by one of more operational or financial circumstances and prepare a plan of action to correct or reverse the trend.
3. Back up documentation and details of this Financial Dashboard can be found in the monthly financial statements of Balance Sheet, Consolidated Profit and Loss Report, and the Accrued Revenue Report supplied to the TJPDC Commissioners.
4. The average monthly operating expense is a rolling twelve-month average of operating expenses (TJPDC costs minus pass-through and project contractual expenses).
5. The TJPDC earmarked some of TJPDC's reserves for a building or capital fund in FY18, tied to Net Quick Assets.

Thomas Jefferson Planning District Commission
Consolidated Profit and Loss
May 2022

1:11 PM
07/26/22
Accrual Basis

	May 22	Budget	Jul '21 - M...	YTD Budget	Annual Bu...
Ordinary Income/Expense					
Income					
41100 · Federal Funding Source	224,924	247,833	1,155,316	2,765,930	3,013,763
4120 · State Funding Source	49,547	56,366	508,133	625,369	681,735
4130 · Local Source	285,724	164,776	1,643,749	1,812,533	1,977,309
42000 · Local Match Per Capita	13,302	17,289	146,326	146,051	159,620
4280 · Interest Income	628	63	1,852	688	750
Total Income	574,125	486,326	3,455,376	5,350,571	5,833,177
Gross Profit	574,125	486,326	3,455,376	5,350,571	5,833,177
Expense					
61000 · Personnel	84,060	78,640	826,301	912,723	993,772
6900 · Overhead Allocation	0	(1,707)	0	1,707	0
6260 · COGS	0		8,171		
62391 · Postage Expense	97	193	1,590	2,118	2,311
62392 · Subscriptions, Publications	73	46	156	504	550
62393 · Supplies	217	618	4,973	6,802	7,420
62394 · Audit -Legal Expenses	4,650	0	22,275	16,500	16,500
6240 · Advertising	4,770	2,565	18,223	28,902	31,467
62401 · Professional Dev-Conference	0	0	147	0	0
62404 · Meeting Expenses	97	42	1,656	464	506
62410 · TJPDC Contractual	6,644	6,348	61,875	71,479	77,827
6382 · Contractual Service Grants	10,594		12,994		
6281 · Dues	35	944	8,623	10,387	11,331
62850 · Insurance	521	296	5,942	3,251	3,546
62890 · Printing/Copier	270	284	3,810	3,147	3,431
63200 · Rent Expense	8,249	8,172	89,809	89,887	98,058
63210 · Equipment/Data Use	1,578	2,454	24,475	26,989	29,443
63220 · Telephone Expense	584	567	5,957	6,233	6,800
63300 · Travel-Vehicle	1,416	1,307	8,246	14,416	15,723
6345 · Janitorial Service	305	300	1,960	3,300	3,600
6390 · Professional Development	2,127	1,230	14,909	13,535	14,765
Total Expense	126,286	102,298	1,122,092	1,212,343	1,317,050
Net Ordinary Income	447,839	384,028	2,333,285	4,138,228	4,516,127
Other Income/Expense					
Other Expense					
83000 · HOME Pass-Through	147,107	50,746	669,369	558,208	608,954
8399 · Grants Contractual Services	282,518	319,076	1,595,653	3,509,841	3,828,918
Total Other Expense	429,625	369,823	2,265,022	4,068,049	4,437,872
Net Other Income	(429,625)	(369,823)	(2,265,022)	(4,068,049)	(4,437,872)
Net Income	18,214	14,205	68,263	70,179	78,255

Thomas Jefferson Planning District Commission
Consolidated Profit and Loss
June 2022

9:37 AM
07/22/22
Accrual Basis

	Jun 22	Budget	Jul '21 - Ju...	YTD Budget	Annual Bud...
Ordinary Income/Expense					
Income					
41100 · Federal Funding Source	164,423	247,833	1,321,072	3,013,763	3,013,763
4120 · State Funding Source	50,618	56,366	558,751	681,735	681,735
4130 · Local Source	42,956	164,776	1,686,705	1,977,309	1,977,309
42000 · Local Match Per Capita	12,550	13,569	158,876	159,620	159,620
4280 · Interest Income	917	63	2,769	750	750
Total Income	271,463	482,606	3,728,173	5,833,177	5,833,177
Gross Profit	271,463	482,606	3,728,173	5,833,177	5,833,177
Expense					
61000 · Personnel	109,093	81,049	935,394	993,772	993,772
6900 · Overhead Allocation	0	(1,707)	(0)	0	0
6260 · COGS	0		8,171		
62391 · Postage Expense	141	193	1,731	2,311	2,311
62392 · Subscriptions, Publications	0	46	156	550	550
62393 · Supplies	939	618	5,912	7,420	7,420
62394 · Audit -Legal Expenses	625	0	22,900	16,500	16,500
6240 · Advertising	4,357	2,565	22,580	31,467	31,467
62401 · Professional Dev-Conference	0	0	147	0	0
62404 · Meeting Expenses	168	42	1,824	506	506
62410 · TJPDC Contractual	6,089	6,348	67,963	77,827	77,827
6382 · Contractual Service Grants	0		12,994		
6281 · Dues	0	944	8,623	11,331	11,331
62850 · Insurance	621	296	6,563	3,546	3,546
62890 · Printing/Copier	727	284	4,538	3,431	3,431
63200 · Rent Expense	8,249	8,172	98,058	98,058	98,058
63210 · Equipment/Data Use	8,082	2,454	32,557	29,443	29,443
63220 · Telephone Expense	414	567	6,370	6,800	6,800
63300 · Travel-Vehicle	1,110	1,307	9,356	15,723	15,723
6345 · Janitorial Service	90	300	2,050	3,600	3,600
6390 · Professional Development	1,499	1,230	16,407	14,765	14,765
Total Expense	142,203	104,707	1,264,294	1,317,050	1,317,050
Net Ordinary Income	129,260	377,899	2,463,879	4,516,127	4,516,127
Other Income/Expense					
Other Expense					
83000 · HOME Pass-Through	67,273	50,746	736,642	608,954	608,954
8399 · Grants Contractual Services	80,396	319,077	1,676,049	3,828,918	3,828,918
Total Other Expense	147,669	369,823	2,412,691	4,437,872	4,437,872
Net Other Income	(147,669)	(369,823)	(2,412,691)	(4,437,872)	(4,437,872)
Net Income	(18,409)	8,076	51,187	78,255	78,255

Thomas Jefferson Planning District Commission

Balance Sheet Prev Year Comparison

As of May 31, 2022

	May 31, 22	May 31, 21	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1100 · Cash	667,641.04	681,759.02	-14,117.98
1189 · Capital Reserve	411,094.00	324,032.00	87,062.00
Total Checking/Savings	1,078,735.04	1,005,791.02	72,944.02
Accounts Receivable			
1190 · Receivable Grants	617,732.66	242,470.93	375,261.73
Total Accounts Receivable	617,732.66	242,470.93	375,261.73
Other Current Assets			
1310 · Prepaid Rent	833.34	833.34	0.00
1330 · Prepaid Insurance	8,601.15	10,490.07	-1,888.92
1360 · Prepaid Other	10,123.88	6,967.82	3,156.06
Total Other Current Assets	19,558.37	18,291.23	1,267.14
Total Current Assets	1,716,026.07	1,266,553.18	449,472.89
Fixed Assets			
1411 · Power Edge T340 Server	9,175.61	9,175.61	0.00
1413 · Server Software	5,197.50	5,197.50	0.00
1400 · Office furniture and Equipment	92,151.29	123,885.29	-31,734.00
1499 · Accumulated Depreciation	-97,816.61	-120,272.77	22,456.16
Total Fixed Assets	8,707.79	17,985.63	-9,277.84
TOTAL ASSETS	1,724,733.86	1,284,538.81	440,195.05
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2100 · Accounts Payable-General	301,089.81	16,609.43	284,480.38
Total Accounts Payable	301,089.81	16,609.43	284,480.38
Credit Cards			
2155 · Accounts Payable Credit Card	4,526.13	4,136.42	389.71
Total Credit Cards	4,526.13	4,136.42	389.71
Other Current Liabilities			
2150 · Accounts Payable Grants	0.00	0.00	0.00
2468 · 401A VRS Contribution	-2,221.54	0.00	-2,221.54
2469 · Hybrid VRS Contribution	0.00	112.29	-112.29
2470 · Hybrid-457	0.00	117.08	-117.08
2800 · Deferred Revenue	471,713.04	374,921.51	96,791.53
Total Other Current Liabilities	469,491.50	375,150.88	94,340.62
Total Current Liabilities	775,107.44	395,896.73	379,210.71
Long Term Liabilities			
2200 · Leave Payable	39,182.24	40,843.12	-1,660.88
Total Long Term Liabilities	39,182.24	40,843.12	-1,660.88
Total Liabilities	814,289.68	436,739.85	377,549.83
Equity			
3000 · General Operating Fund	431,087.62	394,122.42	36,965.20
3100 · Restricted Capital Reserve	411,094.00	324,032.00	87,062.00
Net Income	68,262.56	129,644.54	-61,381.98
Total Equity	910,444.18	847,798.96	62,645.22
TOTAL LIABILITIES & EQUITY	1,724,733.86	1,284,538.81	440,195.05

Thomas Jefferson Planning District Commission
Balance Sheet Prev Year Comparison
As of June 30, 2022

	Jun 30, 22	Jun 30, 21	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1100 · Cash	565,818.59	666,586.06	-100,767.47
1189 · Capital Reserve	411,094.00	324,032.00	87,062.00
Total Checking/Savings	976,912.59	990,618.06	-13,705.47
Accounts Receivable			
1190 · Receivable Grants	459,989.03	243,388.57	216,600.46
Total Accounts Receivable	459,989.03	243,388.57	216,600.46
Other Current Assets			
1310 · Prepaid Rent	625.00	625.00	0.00
1330 · Prepaid Insurance	7,877.00	8,366.00	-489.00
1360 · Prepaid Other	12,713.59	10,739.35	1,974.24
Total Other Current Assets	21,215.59	19,730.35	1,485.24
Total Current Assets	1,458,117.21	1,253,736.98	204,380.23
Fixed Assets			
1411 · Power Edge T340 Server	9,175.61	9,175.61	0.00
1413 · Server Software	5,197.50	5,197.50	0.00
1400 · Office furniture and Equipment	92,151.29	123,885.29	-31,734.00
1499 · Accumulated Depreciation	-98,553.13	-121,009.47	22,456.34
Total Fixed Assets	7,971.27	17,248.93	-9,277.66
TOTAL ASSETS	1,466,088.48	1,270,985.91	195,102.57
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2100 · Accounts Payable-General	77,769.38	35,305.80	42,463.58
Total Accounts Payable	77,769.38	35,305.80	42,463.58
Credit Cards			
2155 · Accounts Payable Credit Card	13,936.30	10,618.53	3,317.77
Total Credit Cards	13,936.30	10,618.53	3,317.77
Other Current Liabilities			
2150 · Accounts Payable Grants	0.00	0.00	0.00
2800 · Deferred Revenue	438,391.40	340,673.22	97,718.18
Total Other Current Liabilities	438,391.40	340,673.22	97,718.18
Total Current Liabilities	530,097.08	386,597.55	143,499.53
Long Term Liabilities			
2200 · Leave Payable	42,622.55	42,206.74	415.81
Total Long Term Liabilities	42,622.55	42,206.74	415.81
Total Liabilities	572,719.63	428,804.29	143,915.34
Equity			
3000 · General Operating Fund	431,087.62	394,122.42	36,965.20
3100 · Restricted Capital Reserve	411,094.00	324,032.00	87,062.00
Net Income	51,187.23	124,027.20	-72,839.97
Total Equity	893,368.85	842,181.62	51,187.23
TOTAL LIABILITIES & EQUITY	1,466,088.48	1,270,985.91	195,102.57

Accrued Revenue by Grant or Contract
For Year Ending June 30, 2022

Program Code	PROGRAM CONTRACTS/GRANTS Without Pass-Thrus	TOTAL PROGRAM CONTRACT/ GRANT AMOUNT	JULY 2021	AUGUST 2021	SEPTEMBER 2021	OCTOBER 2021	NOVEMBER 2021	DECEMBER 2021	JANUARY 2022	FEBRUARY 2022	MARCH FY22	APRIL FY22	MAY FY22	JUNE 2022	YEAR TO DATE FY22	PREVIOUS YEARS	ESTIMATED BUDGET AMOUNT FOR FY23+	GRANT TO DATE	GRANT- CONTRACT REMAINING FY22	NOTES
110	State Support to PDC (DHCD)	89,971	6,330	6,331	9,831	7,497	7,497	7,497	7,497	7,497	7,497	7,497	7,497	7,503	89,971			89,971	0	State funding to TJPDC General
110	TJPDC Corporation	35												35	35			35	0	S01(c)3 Non-profit Arm
110	Bank Interest	2,767	59	64	56	62	66	82	106	130	257	340	628	917	2,767			2,767	0	Investment Pool Savings Income
170/171	Rural Transportation	58,000	7,184	4,458	3,238	2,297	2,704	2,872	2,453	4,047	7,779	7,867	9,739	3,575	58,213			58,213	-213	VOOT Rural Transp Planning
190/195/198	MPO-PL	190,065	10,754	5,094	5,865	5,062	6,725	5,976	9,576	11,236	9,488	9,799	11,874	12,224	103,673		86,392	103,673	0	MPO PL Transp Planning
191/196/199	MPO-FTA	98,647	4,741	3,147	3,313	3,700	5,561	5,290	4,407	8,655	15,182	7,769	8,363	5,002	75,130		23,517	75,130	0	MPO FTA Transit Planning
273	Water Street Center	0	0	0	0	0	0	0	0	0	0	0	0		0			0	0	Rental Fees
273	Office Leases - Rent	25,200	1,150	2,070	3,010	1,950	1,810	1,950	1,250	2,420	2,720	860	3,460	2,550	25,200			25,200	0	Rental Fees
277	Legislative Liaison	102,981	6,486	6,515	7,263	5,705	8,050	5,942	12,988	14,189	10,330	2,905	3,243	4,410	88,026		14,955	88,026	0	David Legis Operations - Deferred
278	VAPDC-ED	52,440	4,167	4,167	4,167	4,352	4,166	4,167	4,167	4,536	5,035	4,167	4,782	4,567	52,440			52,440	0	Contract for Admin Services
296	Member Per Capita	159,620	13,303	13,303	13,303	13,303	13,303	13,302	13,302	13,302	13,302	13,302	13,302	13,293	159,620			159,620	0	Local Govt Annual Contributions
303	Solid Waste	20,260	3,724	3,864	5,051	1,483	464	990	1,265	988	1,396	808	208	19	20,260			20,260	0	Contract for annual reporting
315	Standardsville TAP	36,500	530	706	367	112	551	865	1,382	905	533	321	602	877	7,751	23,499	5,250	31,250	0	*VDOT Streetscape Contract
907	WIP Phase III - Contract #4	58,000	4,779	4,189	3,005	2,465	4,136	5,982	0	0	0				24,556	33,464		58,020	-20	Watershed Improvement Plan
907	WIP Phase III - Contract #5	58,000	0	0	0	0	0	0	2,878	2,970	7,884	3,676	2,379	2,632	22,419	0	35,581	22,419	0	*Watershed Improvement Plan
908	RRBC	18,551	1,581	2,961	2,647	1,850	2,204	1,004	2,076	773	427	1,129	1,446	453	18,551			18,551	0	Rivanna Commission
Program Code	PROGRAM COTRACTS/GRANTS With Pass-Thrus	0																		
181	RTP-TDM	50,000	4,087	4,590	3,971	2,329	2,619	3,304	4,401	256	2,502	2,029	3,252	4,357	37,697		12,303	37,697	0	*Regional Transit Partnership - Deferred for Transit Govern
	RTP Pass-Thru	0	0	0	0	0	0	0	0	0	0	0			0			0	0	Grant Match if needed
182	Regional Transit Grant	34,138	1,021	1,757	2,274	2,550	2,755	1,629	1,883	1,091	3,443	3,250	2,063	4,616	28,332	5,045	761	33,377	0	*Regional Transit Vision Plan - Admin
	Regional Transit Pass-Thru	315,862	0	0	39,232	0	63,079	35,768	0	34,243	19,287		23,334	28,210	243,153		72,709	243,153	0	*Regional Transit Vision Plan - Consultant
183	Albemarle Transit Grant	14,950	2,829	1,631	863	1,300	371	696	1,506	2,290	914		159		12,559	5,626	0	18,185	-3,235	Albemarle Transit Expansion - Admin
	Alb Transit Pass-Thru	84,858	13,083	14,768	6,911	18,281	10,232	5,438	8,537	0	5,587				82,837	2,021	0	84,858	0	Albemarle Transit Expansion - Consultant
193	Rideshare	152,293	11,360	13,797	10,844	13,231	10,686	8,464	11,038	9,873	13,311	16,339	14,254	19,096	152,293			152,293	0	Rideshare TDM Program Marketing & Management
	Rideshare Pass-Thru	6,489	0	0	0	0	0	0	1,445	3,475	825	238	506		6,489			6,489	0	Potential contract for marketing plan
330	Hazard Mitigation	64,000	502	1,475	4,895	3,313	2,760	3,492	3,623	2,470	5,269	5,460	4,570	2,900	40,729	8,435	14,836	49,164	0	*24 month planning project resiliency
	Haz Mit Pass-Thru	0	0	0	0	0	0	0	0	0	0	0			0			0	0	Technical Support/Mapping (if needed)
726	HOME ARP	30,380	0	0	0	3,034	2,301	3,595	3,629	2,766	2,188	3,117	4,586	5,164	30,380			30,380	0	*HUD-ARPA Planning funds (not to exceed 5% of grant)
	HOME ARP Pass-Thru	0	0	0	0	0	0	0	0	0	0				0		0	0	0	*Consultant for Gap Analysis
727	HOME TJPDC Admin	62,395	5,904	5,908	6,673	4,655	7,276	3,943	3,805	2,565	6,934	4,193	5,989	4,550	62,395			62,395	0	*HUD HOME Housing Grants Admin
	HOME Pass-Thru	736,641	32,414	20,529	24,234	0	78,148	38,200	57,706	28,187	169,864	72,980	147,106	67,273	736,641			736,641	0	*HUD HOME Housing Grants Construction
728	Housing Preservation Grant Admin	22,056	1,502	2,267	1,678	2,200	1,757	1,476	815	1,320	1,772	2,183	2,646	2,440	22,056			22,056	0	*USDA Housing Repair Admin
	HPG Pass-Thru	115,899	0	15,406	4,973	0	6,250	0	1,155	0	12,049	9,744	18,709	47,613	115,899			115,899	0	*USDA Housing Repair Construction
729	Affordable Housing	4,500	2,396	604	1,000	0	0	500	0	0	0				4,500			4,500	0	Regional Housing Partnership
	RHP - Strategic Plan	20,000	0	0	0	0	10,400	0	5,525	0	5,063				20,988			20,988	-988	Spark Mill - RHP Strategic Planning Consultant
732	VERP	17,500	2,216	558	1,645	0	0	0	452	1,073	1,992	1,027	1,273	910	11,146		6,354	11,146	0	*VA Eviction Planning Grant - Admin
	VERP Pass-Thru	279,234	7,250	7,250	0	27,815	0	0	0	2,520	0	5,436	7,814	4,573	62,658		216,576	62,658	0	*VA Eviction Planning Grant - Consultants
733	VA Housing	35,048	1,108	4,614	1,629	3,406	1,155	2,767	2,999	1,677	3,338	3,769	5,165	3,421	35,048			35,048	0	*VA Housing PDC - Admin
	VA Housing Pass-Through	500	0	0	0	0	0	0	0	0	500				500			500	0	*VA Housing PDC - Construction/Partnership
760	Blue Ridge Cigarette Tax Board	50,714	437	1,450	2,123	3,481	2,081	10,101	699	3,548	7,368	4,167	9,769	5,490	50,714			50,714	0	Includes Admin and One-time start up costs
	Cig Tax Pass-Through	1,143,844	0	0	0	0	0	0	208,102	217,967	260,960	224,659	232,156		1,143,844			1,143,844	0	Pass through - direct costs
761	VATI - Admin	54,859	0	0	0	0	0	0	0	10,192	6,571	11,854	13,711	12,531	54,859			54,859	0	VATI Admin - 36-42 months
	VATI Pass-Through	1,750,000	0	0	0	0	0	0	0	0	0				0		1,750,000		0	Program/Construction Pass-Through
	TOTAL - All Programs	6,148,775	154,620	155,323	178,771	135,729	259,107	175,292	380,667	397,161	611,567	430,885	564,620	271,166	3,714,908	199,090	2,239,234	3,913,998	-4,457	TOTAL - All Programs
	Pass Thru Sub-totals	4,453,327	52,747	57,953	75,350	46,096	168,109	79,406	282,470	286,392	474,135	313,057	429,625	147,669	2,413,009	2,021	2,039,285	2,415,030	(988)	Pass-Thru Subtotal

\$105,143 12 month average
\$125,343 3 month average
\$142,203 last month

Total Grant Funds Remaining	-4,457
Pass-through funds	-\$988
TJPDC Available Funds	-\$3,468
Remaining Available funds	-\$3,468.37

*Indicates unspent finds can 'roll-over' in FY23

MEMO

To: Thomas Jefferson Planning District Commissioners
From: Ruth Emerick, Chief Operating Officer
Date: July 26, 2022
Re: Authorization to Engage in Auto Auction

Purpose:

To provide the Commission with an update on vehicle procurement and seek authorization to engage in auto auctions.

Background:

The Cigarette Tax Compliance Agent will be conducting regular site visits throughout the Blue Ridge Cigarette Tax Board's (BRCTB) member jurisdictions, including Charlottesville, the counties of Albemarle, Augusta, Fluvanna, Greene, Madison, and Orange and the Town of Madison. Due to the expected frequency and duration of such travel, it is impractical to reimburse for mileage or use rental vehicles in the long term.

Virginia state contracts for new vehicles have had narrow windows for ordering vehicles from dealerships, with lead times for new vehicles approaching one year for delivery due to supply chain issues. Similarly, the used vehicle market has extremely limited stock and significantly higher prices than before the pandemic.

The Virginia Public Procurement Act allows public bodies to procure goods through public auction, provided that it is in the best interests of the public to do so. Using a public auto auction to procure a vehicle has the potential to reduce the wait time to get a vehicle and save money on that purchase. There is at least one public auto auction located within 100 miles of TJPDC.

Recommendation:

Staff recommends that the TJPDC Commission authorize staff to use public auction to procure a vehicle, up to a maximum purchase price of \$35,000 per the BRCTB's authorization at its March meeting.

If there are any questions or comments, please contact Ruth Emerick at remerick@tjpd.org.

MEMO

To: TJPDC Commissioners
From: Lori Allshouse, VATI Program Director and David Blount, Deputy Director
Date: August 4, 2022
Re: VATI Broadband Update

Purpose:

To provide the Commission with an update on TJPDC work and activities on broadband projects.

Summary:

The TJPDC continues to work closely with Firefly Fiber Broadband to complete required documents, contracts and various “punch list” items in order to get under contract with the Department of Housing and Community Development (DHCD) to officially get the VATI 2022 broadband project up and running. At this writing, staff has completed most tasks with assistance from Firefly, most recently having secured approval of agreements with the 13 local government partners and working diligently on a contract with Firefly prior to signing agreement with DHCD.

Attention also has turned to the VATI 2023 grant program. In early July, the TJPDC submitted a Notice of Application to DHCD, stating the TJPDC’s intention to apply for the 2023 funding to expand broadband into areas not covered by our current VATI 2022 project. This notice was required to be submitted to DHCD in order to be able to submit an application later this month for 2023 VATI funding. The notice is in no way binding on any of the 13 counties or TJPDC, but will allow for further discussions over the coming weeks as to the feasibility of submitting an application. While conversations have taken place in some VATI 2022 counties about a next application for VATI funding, we recognize that such talks have not taken place in all counties, and it is likely some may not have interest in or a need to be part of an additional application.

In the meantime, the TJPDC has received an unsolicited proposal (attached) pursuant to Guidelines for the Public-Private Education and Infrastructure Act of 2002 adopted by the Commission in April of 2022. Tonight, the Commission is asked to accept an unsolicited proposal from an Internet Service Provider (ISP) for publication and consideration for applying for Fiscal Year 2023 (FY23) Virginia Telecommunications Initiative (VATI) funds.



Unsolicited Proposal For Fiber Network Expansion for Universal Broadband Access

July 28, 2022

Prepared for:
Thomas Jefferson Planning District

Prepared by:
Gary Wood | CEO
Dennis Reece | General Manager

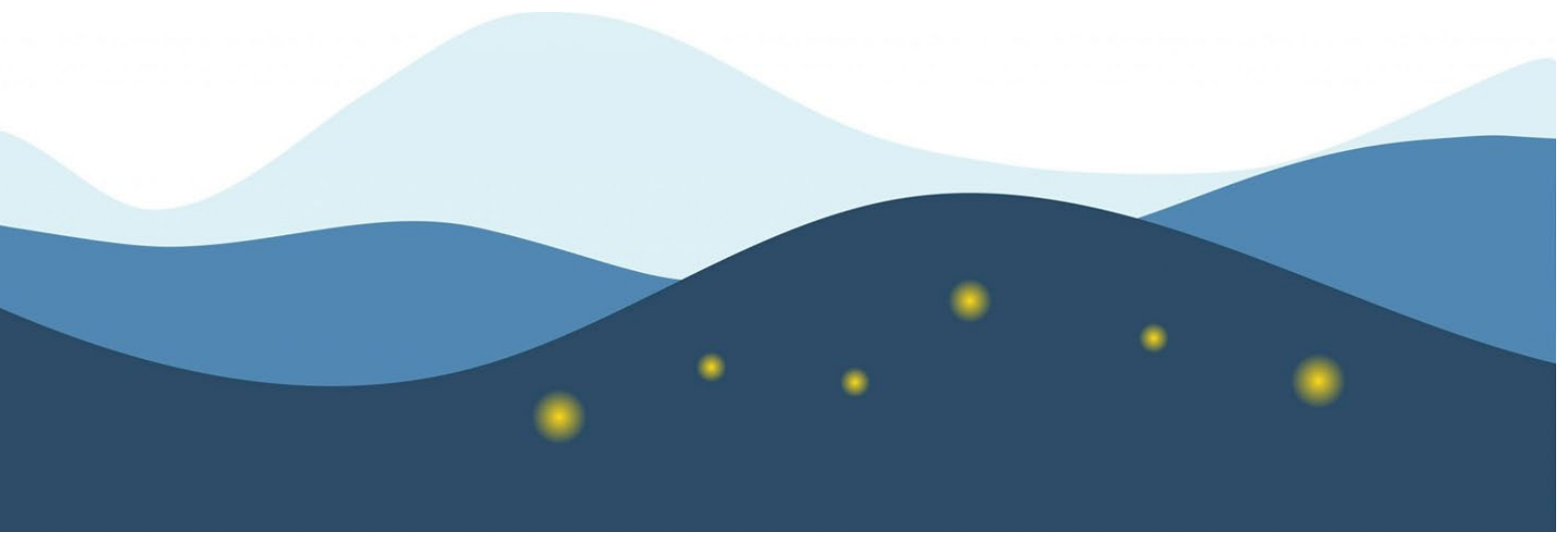




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Thomas Jefferson Planning District – Unsolicited Proposal for Universal Broadband Access

Christine Jacobs, Executive Director
Thomas Jefferson Planning District

Dear Ms. Jacobs,

Firefly Fiber BroadbandSM appreciates the partnership with the Thomas Jefferson Planning District (TJPD) in a project to bring more than \$300 million in infrastructure investment to the region with the construction of more than 4,300 miles of fiber to bring internet access to more than 42,000 locations in thirteen counties that include TJPD members and other neighboring counties. The 2022 VATI grant project will assure that every location in Albemarle, Amherst, Appomattox, Buckingham, Campbell, Cumberland, Fluvanna, Goochland, Greene, Louisa, Madison, Nelson and Powhatan either within this project, through other VATI 2022 projects, or through the present incumbent providers have access to broadband internet service. The Firefly project will build a state-of-the-art fiber optic network and deliver service of up-to-one gigabit per second speeds to each location.

For the 2023 VATI grant program, the definition of an eligible location has been changed to include all locations that do not presently have service that provides at least 100 mbps download and 20 mbps upload speed. This change allows thousands more locations to be eligible for grant funds to help offset the cost to bring fiber optic technology and gigabit speed internet access.

Firefly is excited to provide this proposal to partner with the Thomas Jefferson Planning District to develop a project and associated VATI application to assure that all newly defined unserved or underserved locations in the same 13 counties have access to broadband service that meets the new definition of served.

Firefly is a 4-year-old company that has almost 15,000 active accounts with a goal of exceeding 20,000 by year end. We have already established a reputation for high quality internet service and customer service.

- We are 100% FTTP Internet Service Provider
 - We have diverse connections to our upstream providers on 100Gbps circuits which can be expanded as needed
- We only offer two residential plans both with symmetrical speeds
 - 100Mbps for \$49.99 and 1Gbps for \$79.99
 - No data caps, no promotional pricing, no slow downs
 - Carrier Grade Wi-Fi 6 Router is included for FREE – no rental fees
- We are currently building 20-25 miles of fiber per week in rural Central Virginia
- We are an Eligible Telecommunication Company (ETC); and we offer VoIP phone services, e-Rate, SIP trunking and other telecommunications services
- We also participate in the Lifeline Federal Assistance Program and the FCC Affordable Connectivity Program

Our attached proposal shares the details and demonstrates how we are the right partner for the Thomas Jefferson Planning District for the 2023 VATI grant program.

Best Regards,

Gary Wood
President and CEO



Qualifications and Experience

Central Virginia Electric Cooperative (CVEC) is completing a project to build a fiber optic network across its 4500-mile electric distribution system in the next month, finishing in just four years and a full year earlier than the original schedule. Firefly Fiber BroadbandSM is a wholly-owned subsidiary of CVEC; it leases the full fiber network from CVEC and provides retail internet and voice over IP services to homes and businesses.

Virginia law does not allow an electric cooperative to sell retail internet service, but the Virginia code does allow electric cooperatives to own subsidiaries engaged in any legal business in Virginia. Firefly is a separate company, but it shares the executive management of CVEC and can call on the resources of the 110 CVEC employees as well as the 25 Firefly employees who are dedicated to the internet business. Firefly is not regulated and does not have territorial restrictions like its parent CVEC. As Firefly and CVEC are completing the electric cooperative fiber system, Firefly has begun to expand its wings to reach off system locations.

Firefly Fiber Broadband is led by a team with Gary Wood, Bruce Maurhoff, Tina Mallia, and Dennis Reece. The team has led the construction of the fiber network, the retail marketing effort and the delivery of retail internet service, proving the ability to complete fiber network construction on time, within budget constraints, and in compliance with federal, state and local laws and regulations. CVEC and Firefly have worked together to manage the finance and grant compliance for the fiber build. This same team is responsible for the pursuit, award, and administration of two grants from the Virginia Tobacco Region Revitalization Commission, two Virginia Telecommunications Initiative Grants, RDOF, CARES funding, several county-level grants, a \$28.6 million FCC Connect America Fund II auction award, a \$34 million Rural Digital Opportunity Fund auction award, a \$28 million USDA ReConnect program grant/loan award, and a \$14.1 million USDA ReConnect Round 2 grant within the past three years. In partnership with TJPD, Firefly is embarking on the VATI 2022 project with \$112 million in state and local grant funds. Firefly is well positioned financially, forecast to have a positive margin in 2022 its second in only four full years of providing internet service and building an asset base rapidly; it is backed by its parent CVEC with 85 years of operating a rural utility system with sound financial practices and excellent credit.

Gary Wood is the President and Chief Executive Officer at Central Virginia Electric Cooperative (CVEC) & Central Virginia Services, Inc. (CVSI) dba Firefly Fiber Broadband (Firefly). With 32 years of service at CVEC, Mr. Wood has served as CEO of the electric cooperative since 2008. During his tenure, the electric cooperative has made great strides in improving reliability of service and has created Solar Share, a popular community solar program. CVEC regularly achieves high scores among its peers in member and employee satisfaction. Since 2018, Mr. Wood has overseen the development and build of the system-wide fiber network that is being constructed on CVEC infrastructure. The \$130 million project, originally slated to take five years to complete, will be completed in 2022 which is one year earlier than expected. In 2021, Firefly announced their Regional Internet Service Expansion (RISE) program that seeks to combine private investment with state and federal support to offer internet to every underserved home or business in 13 central Virginia counties. Mr. Wood earned a BSEE from the University of Virginia as an electrical engineering undergraduate and an MBA from Auburn University.

Bruce Maurhoff is the Senior Vice President and Chief Operating Officer for CVEC & CVSI. He earned his engineering degree as an undergraduate at Grove City College in Pennsylvania. He has 35 years of experience in building electric distribution infrastructure in Georgia and Virginia electric cooperatives. He is known for consistently overseeing projects that are built safely and with long term reliability in mind. Projects run smoothly because Mr. Maurhoff understands all the aspects of many projects and communicates them clearly. Mr. Maurhoff's vision for success is an asset to CVEC & CVSI. Without a doubt, he translates his vision to other employees, partner consultants and



contractors at an operational level. He is familiar with construction requirements of the National Electric Safety Code as well as the unique requirements of the local organizations such as the Virginia Department of Highways. He serves on the board of the Blue Ridge Power Agency, an affiliate of CVEC. He is a registered professional engineer in the state of Virginia. Mr. Maurhoff's role includes oversight of Operations, Engineering, and Information Technology. Mr. Maurhoff leads the safety program for CVEC and led a CVEC-Firefly team that developed the first formal safety manual among cooperative fiber subsidiaries in Virginia.

Tina Mallia is the Vice President and CFO for CVEC & CVSI. Ms. Mallia has been instrumental in establishing the Cooperative as a leader in its industry. She is an energetic, innovative, and passionate leader who is an asset to CVEC for her financial expertise and for her much broader impact as a company officer. Ms. Mallia's sphere of influence is broad. Her role includes oversight of accounting, finance, human resources, member services and corporate communications. Ms. Mallia has created structure to improve efficiency and developed metrics that allow better analysis and uncover opportunities. She has led an effort to restructure debt and corporate financing to exploit the low interest rate environment, delivering improved margins and reducing future debt payments for generations of future cooperative members. Ms. Mallia is a Certified Public Accountant and earned her degree from Hofstra University in New York. Prior to joining the Cooperative 12 years ago, Tina served as an audit manager for an accounting firm in New York and Virginia.

Dennis Reece is the General Manager of CVSI. Mr. Reece has more than 24 years of telecommunications experience. He was the Assistant General Manager and Chief Operating Officer of Citizens Telephone Cooperative, Inc. in Floyd, Virginia for twelve years before joining CVSI in early 2020. Mr. Reece has extensive experience with grants, regional/local partnerships, and fiber construction and operations. In 2009, he took the lead, in partnership with the New River Valley Planning District Commission, on an \$11.5 million NTIA BTOP grant for a 200-mile middle mile fiber project; this was one of the few NTIA projects that was completed on time and on budget. In 2015, Mr. Reece led the creation of a master plan to build FTTP to all members of Citizens Telephone Cooperative and the plan started with building FTTH in the Town of Floyd in 2016. He took the lead on the VATI 2019 grant application for a \$816,727 project in partnership with Floyd County to build FTTH to the Copper Hill area of the county. He also successfully managed the completion of two Virginia Tobacco Region Revitalization Commission grant projects. Mr. Reece earned undergraduate degree from the Pamplin College of Business at Virginia Tech.

Mr. Reece will use his expertise experience to lead the build for this project, with the full support of the Firefly team with more than 100 years of experience in fiber system construction, operation and project management. He will also lead and oversee the team of contractors who will provide additional services for Firefly on the project. He is a local resident who is familiar with the region and who will give the project the priority it requires.

For construction, CVEC and Firefly have used the same team of Conexon for design and project management, and S&N Communications for fiber construction. Conexon is the leading fiber system designer in the electric cooperative community, responsible for tens of thousands of miles of design and construction oversight each year. S&N is a large regional contractor headquartered in Louisa, with experience in large projects such as Verizon builds in northern Virginia and Virginia Beach as well as Google fiber projects in Atlanta and San Antonio. Along with its utility partners in AEP, Dominion and Rappahannock Electric Cooperative, Firefly will deploy more 250 personnel daily in design and construction for the project. The high level of safety performance for S&N and their depth of staff to provide the necessary line technicians, equipment operators and splicers provide an assurance of success to the project.



Firefly has a proven record of success in fiber projects and success in growth and currently serves almost 15,000 active subscribers. Starting 2019 with 0 paying subscribers, it will approach 20,000 at the end of 2022. Firefly has operational staff, such as line techs and installers working out of Colleen, Appomattox, and Palmyra with customer service staff located at its office in Palmyra, VA. The company has the technical capabilities and the depth of labor to provide for installation in the homes of new subscribers and maintenance of the entire fiber system from communication hut to the wireless connections inside the homes. Firefly is hiring the best and brightest with experience in the industry and currently has 31 employees and growing. This local company will be a great partner for TJPd in assuring gigabit speed service is available at every location in the 13 county region.

Firefly has experience with structures for the ownership of the fiber used to serve its subscribers. Firefly leases all fiber in CVEC cables, almost all fiber in REC cables and some fibers in Dominion cables as well as owning its own fiber assets when that option provides the most economical and timely solution to providing broadband service. For this project, Firefly will use the same method of reviewing options for direct ownership as well as having its utility partners Dominion Energy and Rappahannock Electric Cooperative use the build and lease model to provide the fiber necessary to assure universal service to unserved locations within the region.



Project Characteristics

The project will seek to make world class, fiber-to-the-home connected internet service at speeds up to one gigabit per second available at every home and business location identified as unserved within the 13 counties. The first option for construction would be utilizing existing utility poles. Firefly has a close relationship with American Electric Power (AEP), Dominion Energy, Rappahannock Electric Cooperative (REC) and Southside Electric Cooperative from other projects and will work to determine the best possible options for leveraging these assets already in place. If the make ready work to prepare the poles makes the aerial build cost prohibitive, Firefly will consider building underground facilities. There are no known environmental or condemnation impacts. The Virginia state code includes a provision that allows facilities for internet access to be placed in existing utility easements, reducing the need for individual easements and rights of way. Firefly will obtain any other easements necessary to assure success of the project.

Firefly will operate and maintain the system after construction with Firefly network and operations staff for all fiber owned by Firefly and REC, and Dominion will provide maintenance for any fiber it owns and leases to Firefly. Firefly builds its network to local, state, and federal requirements and works closely with the utilities and with Virginia Department of Transportation (VDOT) including permits and bonding requirements.

Firefly understands the interest of TJPD and the partner counties on an expedited timeline. The project schedule will be dependent somewhat on the method of construction and on the completion of the adjacent facilities in the 2022 VATI project. The project will leverage the construction built in the 2022 VATI project. The 2023 VATI project will begin after contracts are in place for the project and continue for 18 to 24 months.

Internet service will be available at symmetrical gigabit level speed to every home and business. Firefly has a 100Gbps backhaul connection from the network head end that can be easily expanded as necessary to ensure each user will be able to transmit and receive at the 1Gbps rate should they choose to. Expansion to 200Gbps is anticipated as the subscriber base grows. Network monitoring will ensure there is never a slow down or lack of bandwidth for the users to access the internet at the speed at which they pay.

The broadband services being offered will be Fiber to the Premise (“FTTP”). Both Passive Optical Network (“PON”) and Active Ethernet equipment can be used to meet both residential and business needs. PON is a shared bandwidth technology and Active Ethernet is dedicated bandwidth. For

Residential Fiber to the Home (“FTTH”) service, G-PON will be deployed and for Business Fiber service either G-PON or Active Ethernet will be used based on business needs. As needed, a different card can be inserted in a hub chassis and 10G-PON can be run on the same fibers as the G-PON and offer even higher speeds once we upgrade the equipment at the select homes/businesses.

Our tiered pricing structure has no contracts, bandwidth limits, data-caps, overages, and no hidden fees or introductory pricing. A carrier-grade Wi-Fi 6 (latest standard) router is included at no charge, and only symmetrical bandwidth plans are offered. There are two residential plans: 100Mbps for \$49.99 / month and 1Gbps for \$79.99 / month. Standard business plans are 100Mbps for \$79.99 / month; 250Mbps for \$149.99 / month; and 1Gbps for \$249.99 / month. Advanced business services are offered and include dedicated point-to-point or point-to-multipoint connections, and these are quoted on a case-by-case basis. Residential voice with unlimited long distance is \$34.99 / month if stand-alone; a \$5 credit is given if combined with internet service. Business phone service starts at \$29.99 / month with unlimited long distance.

Firefly is an active participant in the federal Affordable Connectivity Program (ACP) which provides a \$30 monthly supplement to qualified applicants to help offset monthly charges for low-and-



moderate income households, veteran households and others. Firefly is committed to exploring and accessing all possible methods to make internet service affordable to every household.

With its subscriber satisfaction priority and service first focus, Firefly is the best partner for TJPd to assure universal broadband access within the region. We have experience in rural infrastructure construction, maintenance and operation. Both Firefly and CVEC have recent subscriber and member satisfaction scores among the best in the nation. We are local, and Firefly's ownership does not prioritize profit over service. Firefly is the right fit for rural broadband and for a partnership with TJPd.



Project Scope, Permits and Financing

The project will identify all unserved households and develop a plan to assure service is available to each through the expansion of the Firefly fiber networks or in rare occasions, the use of the Virginia state long extension assistance plan to connect the location to incumbent providers. The initial estimate without detailed development is that there are between 5,000 and 10,000 unserved locations that do not have available 20Mbps upload and 100Mbps download speed internet service within the 13 counties.

We are including a map showing the 13 counties and the area already served by Firefly. There are several known areas for inclusion in the project and they are circled in red. Further investigation during the development of the project might lead to additional locations. Goochland, Powhatan and Louisa have areas for further investigation and other counties might also have areas of unserved locations.

Firefly will use a combination of speed test surveys, field data gathering, and county government input to finalize the project scope in time for the final VATI application to be completed.

At present, known permit requirements include the Virginia Department of Transportation, Army Corps of Engineers, Department of Environmental Quality, National Park Service, regional railroads for work done within their easements, and local planning departments/town permits for any hut locations. The new fiber will cross the incumbent electric utilities who are partners to Firefly as well as rural water and sewer utilities in the areas within the project. The final scoping will identify any other necessary permits. Firefly is familiar with the permit application processes and will assure that permits are available on a timely basis.

As the areas requiring extended service get smaller and more sparse, the cost to serve them goes up on a per passing basis. Combined with the cost impacts of constrained supply chains and labor markets push the total price up. Higher density in some areas help balance the increased capital cost on a per passing basis. Preliminary estimates place the cost of the project between \$15 million and \$30 million, but the cost may go up if other areas of need are identified during our survey and field data gathering phase of the project.

The 2023 VATI project will follow a finance structure similar to the 2022 TJPD – Firefly VATI project. Firefly and other private entities will provide the equity and debt necessary for the matching funds, with requests for grant funds from the VATI program and smaller matching grants from the counties in which we will build. TJPD will be the administrator of the grants and project but not be requested to provide financial support.

Firefly has looked at the cost, revenues, and margins closely. Firefly can support approximately \$4,000 in investment per connected home in rural areas. Given that some locations in this project might overlap cable providers who are not delivering 20Mbps upload but still be the internet provider of choice for subscribers, Firefly assumes a 40% initial take rate growing to 50% over the first five years. The budget and level of grant request will be calculated on this basis.

The necessary capital to match the grant funding request will come from Firefly for the Firefly-owned fiber, from REC for the REC-owned fiber and from Dominion should fiber be needed through their middle mile program. Each of those entities is financially sound and capable of providing equity and accessing the necessary debt from multiple sources to finance the construction of the network. Firefly has relationships with multiple private banks for fiber infrastructure loans.



Project Benefit and Compatibility

Fiber to the Home (FTTH) or Fiber to the Premise (FTTP) offer a lot of benefits to a community, including tax revenues, economic development, remote work, and remote learning.

The pandemic highlighted the need for true broadband services with higher upload speeds not just download. With families attempting to work from home and students attending virtual classrooms as shown that asymmetrical broadband even with a high download can cause performance issues within the home. A high definition 1080p video call uses 3.8Mbps upload and 3Mbps download; when you have two adults using this for work and kids using this or something similar for remote classrooms, a 10Mbps bandwidth upload can quickly bottleneck causing video and audio issues, especially if other devices are using bandwidth at the same time.

Firefly has experienced great interest and enthusiasm for its projects bringing fiber throughout the local central Virginia communities. Firefly also embraces each opportunity to become an active community member and supporter, giving back to the subscribers through sponsorship of local events and support for local groups providing technical training to enhance digital literacy. These 13 counties will benefit indirectly in many ways.

Regional residents will benefit directly from having reliable, competitively priced broadband service. A typical family in CVEC territory realizes \$1500 to \$2500 in savings depending upon previous provider prices for internet service, telephone service and television subscriptions. Even those who do not choose Firefly often benefit when incumbent providers offer more competitive pricing once Firefly service is available in the area.

Residents and the county governments benefit from higher home values. A study in 2015 found that on average having FTTH will increase the value of a home by 3.1% and up to 7% for gigabit connected homes.

- <https://www.fiberbroadband.org/blog/study-shows-home-values-up-3.1-with-access-to-fiber>
- For a home valued at \$170,000, that is an increase ranging from \$5,270 to \$11,900.

The economic development benefits of FTTP in a community has been researched, but it hard to put an exact number due to external variables and most studies that can found online are from outside the US. Having FTTH for employees living in the community is an important factor in attracting and retaining employees in addition to the business benefits and the attraction of new employers.

- Deloitte published a study in April 2021 titled “Broadband for all: charting a path to economic growth”. This study highlights the impact of the COVID-19 pandemic has placed on the US economy at a pivotal moment when economic prosperity depends on reliable, affordable, and fast internet connectivity to all as well as how it has highlighted significant gaps and the digital divide. It also looks at the economic benefits of broadband.
 - <https://www2.deloitte.com/content/dam/Deloitte/us/Documents/process-and-operations/us-broadband-for-all-economic-growth.pdf>

Fiber is future-proof, and it can help revitalize communities. A recent study has demonstrated how valuable a fiber network can be to a city. Chattanooga, TN built a citywide fiber optic network a decade ago and since then has had an economic impact of over \$2.69 billion. According to a study produced by the University of Tennessee, the project saved or created 9,516 jobs in Hamilton



County. The network has enabled residents and businesses to continue to operate even through the pandemic. Amongst some of its important benefits, the infrastructure has helped to close the digital education divide enabling low-income households to have internet access.

The project fits into the goal of the Commonwealth and the recent federal goal of having fiber-based internet broadband access to as many locations as possible. It will enhance economic development opportunities for the TJPD and the surrounding central Virginia region, as all businesses today consider access to broadband to be as essential to their operation as having adequate electric service. The project will not have any negative impact on planning or zoning or other aspect of land use. It is good project, and a necessary project for the counties within the regional project to continue to thrive for the decades ahead.



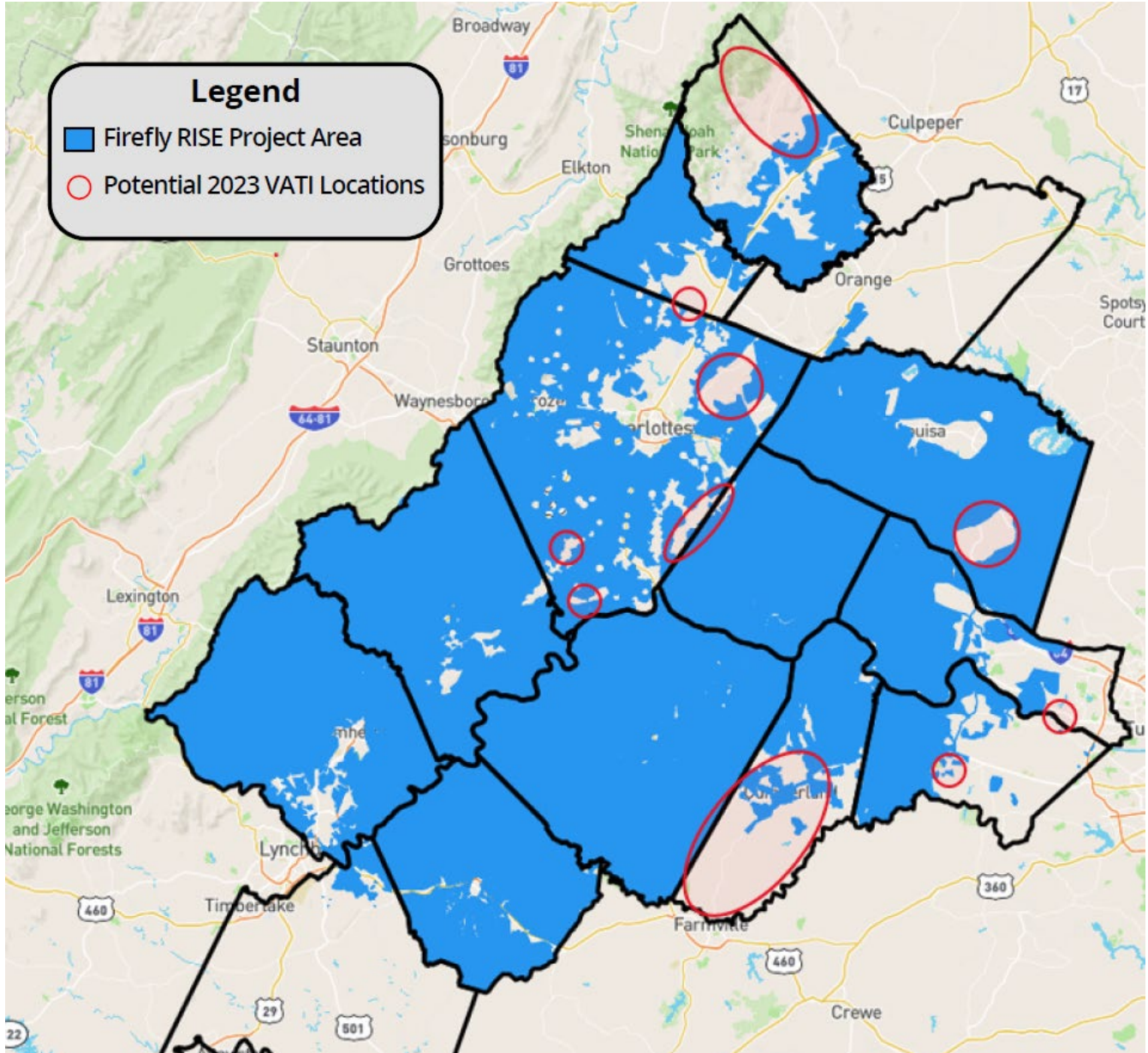
Firefly References

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Christian Goodwin, County Administrator
Louisa County
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Candy McGarry, County Administrator
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Proposed Project Map





Points of Contact

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Thomas Jefferson Planning District Commission
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**RESOLUTION ACCEPTING an UNSOLICITED PROPOSAL for EXTENDING
BROADBAND ACCESS in SEVERAL COUNTIES**

WHEREAS, under §§ 56-575.1 *et seq* of the *Code of Virginia*, and Guidelines for the Public-Private Education and Infrastructure Act of 2002 that were adopted by the Thomas Jefferson Planning District Commission (TJPDC), the TJPDC is authorized to develop and/or operate public-private partnerships for a wide range of qualifying projects; and

WHEREAS, the TJPDC has submitted a letter of intent to apply the VATI 2023 grant application to the Department of Housing and Community Development (DHCD); and

WHEREAS, DHCD requires applicants such as the TJPDC to include a private-sector internet service provider as the co-applicant; and

WHEREAS, a proposal to serve as a co-applicant for the VATI 2023 Grant program to provide a qualifying regional project related to fiber network expansion for universal broadband access has been delivered to TJPDC by an Internet Service Provider (ISP) on an unsolicited basis; and

WHEREAS, the proposed project seeks to build off of a previous proposal that was approved by the Commission to provide families and businesses with access to high-speed broadband internet service; and

WHEREAS, the submitted proposal seeks to identify and serve areas in the Counties of Albemarle, Amherst, Appomattox, Buckingham, Campbell, Cumberland, Fluvanna, Goochland, Greene, Louisa, Madison, Nelson, and Powhatan, which are part of the TJPDC's VATI 2022 grant, which are unserved according to the updated DHCD definition of broadband in the VATI 2023 Program Guidelines and Criteria; now, therefore be it

RESOLVED, that the Thomas Jefferson Planning District Commission does hereby accept an unsolicited proposal from an ISP for publication and consideration for applying for Fiscal Year 2023 (FY23) Virginia Telecommunications Initiative (VATI) funds; now, therefore be it further

RESOLVED, that the Thomas Jefferson Planning District Commission authorizes the Executive Director and TJPDC staff to analyze the unsolicited proposal regarding the specifics, advantages, disadvantages, and the long and short-term costs of the qualifying project.

Adopted this 4th day of August 2022.

Christine Jacobs, Executive Director
Thomas Jefferson Planning District Commission

Ned Gallaway, Commission Chair
Thomas Jefferson Planning District Commission

Date

Date

MEMORANDUM

To: TJPDC Commissioners
From: Christine Jacobs, Executive Director
Date: August 4, 2022
Re: Executive Director's Report

Purpose: To review the current agenda packet and inform Commissioners of Agency Activities since June 23, 2022.

Administration

- August 4, 2022 Meeting Agenda
 - 1. Call to Order and Roll Call**
 - a. Reading of the Electronic Meeting Notice (Read by Ruth Emerick)
 - 2. Matters from the Public**
 - a. Comments from public – limited to no more than 2 minutes per person
 - b. Comments received via written and electronic communication (Read by Ruth Emerick)
 - 3. Presentations**
 - a. TJPDC 50th Anniversary Resolution, Presented by Delegate Sally Hudson – David Blount
 - b. Virginia Telecommunication Initiative (VATI) 2022 Update – Lori Allshouse will provide an update on the 2022 VATI/DHCD Contract Negotiation Record progress and share next steps in the process.
 - c. Watershed Improvement Program (WIP) Program – Isabella O'Brien will update the Commission on the calendar year activities to date, as well as detail upcoming WIP activities for the remainder of the calendar year.
 - d. Hazard Mitigation Plan Update – Ian Baxter will provide an update on the Hazard Mitigation Plan process as well as share Hazard Mitigation Grant Opportunities, to include: Building Resilient Infrastructure and Communities (BRIC, FY22), Building Resilient Infrastructure and Communities Technical Assistance (BRIC, FY22), and Flood Mitigation Assistance (FMA). A 4-page Hazard Mitigation Grant Opportunities handout is included in the packet as well as a copy of Ian's presentation.
 - 4. *Consent Agenda**
 - a. Minutes of the June 2, 2022 Commission Meeting
 - b. Minutes of the June 23, 2022 Special Commission Meeting

***Staff recommends a motion to approve the consent agenda.**

5. New Business

- a. Quarter 4 Financial Update – Staff will provide an update of the 4th quarter financials. The commission packet includes the following:
 - i. June Financial Dashboard Report
 - ii. June Profit & Loss Statement
 - iii. June Balance Sheet
 - iv. FY22 Accrued Revenues Report

Total income for May was \$574,125 and for June was \$271,463 with operating expenses of \$126,286 in May and \$142,203 in June. Pass-through expenses in May were \$429,625 and in June were \$147,669. There was a net gain in May of \$18,214 and an expected net loss in June of (\$18,409). It is not uncommon for there to be a net loss in June due to holidays and staff vacation. Additionally, budgeted one-time bonuses were paid in June and scheduled technology purchases were made. Net Quick Assets are \$928,020, which is 8.83 months of operating expenses (well in excess of the targeted 5 months). The unrestricted cash on hand has dropped to 1.21 months, below the target of 4 months. This is primarily due to the fact that we have larger grants that require us to hold larger receivable amounts. Additionally, we have several grants that only allow quarterly reimbursement. The capital reserves balance is \$402,307. **The year-end net gain is a \$51,187 for fiscal year 2022.**

- b. Authorization to engage in auto auctions – Ruth Emerick, Chief Operating Officer, will present a memo to the Commission on the need to potentially use auto-auctions as a means of procuring a vehicle for the use of the Blue Ridge Cigarette Tax Board compliance agent. Staff is asking the Commission to vote to authorize staff to engage in public auto-auctions, as needed.

Staff recommends a motion to authorize TJPDC staff to engage in public auto auctions as a means to secure a vehicle.

- c. In early July, TJPDC staff submitted a Notice of Application to the Department of Housing and Community Development (DHCD) stating the TJPDC's intention to apply for 2023 Virginia Telecommunications Initiative (VATI) funding to expand broadband into areas not covered by our current 2022 VATI project. This notice is required to be able to submit an application for 2023. David Blount will discuss the receipt of an unsolicited proposal from an Internet Service Provider. In the resolutions section of the agenda, the Commission will be asked to accept the unsolicited proposal for publication and consideration for applying for Fiscal Year 2023 VATI funds.

6. Resolutions

- a. Resolution Accepting an Unsolicited Proposal for Extending Broadband Access in Several Counties - Christine Jacobs

Staff recommends a motion to adopt the resolution accepting an unsolicited proposal for extending broadband access in several counties.

7. Executive Director's Monthly Report

Administration –

- i. Personnel updates: Otis Collier was hired as the Compliance Agent for the Blue Ridge Cigarette Tax Board. Mr. Collier will be working with us part-time. Staff continues to interview for the full-time Planner II/III/IV position. Sandy Shackelford, Director of Planning and Transportation, will be returning from leave on August 8th. Staff looks forward to her return.
- ii. The FOIA council will be meeting to develop a model policy for allowable all-virtual public meetings in accordance with § 2.2-3708.3 (effective September 1, 2022). TJPDC staff will review the model policy and bring a recommended policy to the Commission in their September meeting for consideration.
- iii. The TJPDC provides a quarterly report to our jurisdictions which details the activities of the TJPDC across all program areas in a given quarter. Staff will be exploring a redesign of the quarterly report to make it more visually appealing and to add project/program work by jurisdiction. Staff will bring a draft to the Commissioners in the November meeting for feedback.
- iv. 50th Anniversary Next Steps – Staff will convene the 50th Anniversary working group to identify potential opportunities to celebrate the TJPDC's milestone.
- v. Staff attended the Southeast Regional Directors Institute (SERDI) Annual Conference in Annapolis, MD in May, Housing Forward Virginia's HousingX innovation conference in May (where Commissioner Smith presented), the Virginia Transit Association Conference in Roanoke, VA in June, the VAMPO Annual meeting in Richmond, VA in June, the State Hazard Mitigation Plan Working group in Richmond, VA in June, and the Annual VAPDC Summer Conference in Staunton, VA in July.

Housing –

- i. DHCD released a Notice of Funding Opportunity for another round of Virginia Eviction Reduction Pilot funds for calendar year 2023. Applications are due September 16th, 2022. TJPDC intends to submit an application and will be issuing a Request for Proposals (RFP) to identify potential project partners.
- ii. The Regional Housing Partnership is interested in hosting an in-person Housing Summit in December 2022 (pending space availability and sufficient funding). Staff applied for, and was awarded, a \$15,000 Housing Events Sponsorship from Virginia Housing to support the summit. Staff will be working to secure additional funding in sponsorships, donations, and contributions to hold the event.
- iii. Staff submitted all application materials for the US Department of Agriculture's FFY22 Housing Preservation Grant.
- iv. Progress has been made on the Virginia Housing Development Grant. All sub-recipients are under contract and development work has begun. Reimbursement requests are due to Virginia Housing quarterly.
- v. All requirements of the Virginia Housing Tier I Strategic Planning grant have been completed. Staff will submit the approved Central Virginia Regional Housing Partnership's 5-year strategic plan to Virginia Housing, seeking reimbursement for direct expenses incurred (\$20,000) in the development of the plan.
- vi. Work has begun in earnest on the HOME-ARP program. Partners for Economic Solutions (contracted consultant) has conducted focus groups to gather quantitative

and qualitative data to include in a required gaps and needs analysis that will be included in a required amended annual action plan. Staff anticipates submitting the amended action plan to HUD before the end of the calendar year. A draft of the plan will come before the commission at a future meeting along with a required public hearing.

Transportation –

- i. Staff submitted four TJPDC, four MPO, and supported three Nelson County Smart Scale Applications to VDOT on August 1st.
- ii. The Commonwealth Transportation Board approved their Six-Year Improvement Plan, which included funding for a Regional Transit Governance Study. Upon contracting, the TJPDC is prepared to issue a Notice to Proceed. The governance study has an 18-month timeframe.
- iii. The Regional Transit Vision plan was set to be completed in September of 2022. Staff has extended the project by 2 months in order to continue additional outreach and engagement. Staff held an in-person event at the Downtown Transit Center in July and were successfully able to talk to nearly 60 current transit users. Consultants have presented the draft Transit Vision to Albemarle County and the City of Charlottesville, and staff presented to Fluvanna, Louisa, Greene, and Nelson counties in June and July. The revised completion date for the plan is November 2022.
- iv. Staff completed a bike and pedestrian infrastructure assessment in the towns of Scottsville and Stanardsville as a part of the FY22 Rural Work Program. The final draft of the report was presented to the Rural Technical Advisory Committee in their July meeting and a copy of the report was forwarded to the towns.
- v. Staff will be pursuing a Safe Streets for All (SS4A) grant through the US Department of Transportation to develop regional/local safety action plans. A safety action plan is required to be eligible for transportation safety improvement funds through SS4A.

Environment –

- i. Staff completed a draft 5-year strategic work plan for the Rivanna River Basin Commission. The Commission is having its second annual meeting in August during which elections will take place for leadership. Staff is planning for the RRBC annual conference, which has a tentative date of September 29th where speakers will discuss solar facility legislative updates and storm water best management practices for localities to use.

Economic Development –

- i. The TJPDC was awarded an \$80,000 grant (with additional \$20,000 local match) from the US Economic Development Administration (EDA) under its Economic Adjustment Assistance grant to develop a Comprehensive Economic Development Strategy. Staff attended a kick-off meeting with the EDA on July 29th. A strategic advisory committee will be created consisting of staff in each jurisdiction along with public, private, and nonprofit stakeholders throughout the region. We will be working alongside the Rappahannock-Rapidan Regional Commission as they develop their CEDS plan and will incorporate a ‘super-regional’ chapter linking the two plans. The EDA grant has an 18-month period of performance.

8. Other Business

- a. Round table discussions from Commission members about topics of interest from each jurisdiction.
- b. The next Commission meeting is Thursday, September 1, 2022. Items for the September meeting may include but are not limited to 1) Draft FY24 Projected Budget and Local Revenue Request, 2) HOME & CDBG CAPER Draft Presentation and Public Hearing, 3) Blue Ridge Cigarette Tax Board update, and 4) Legislation update on All-Virtual Meetings for Regional Bodies.

9. Closed Session - *per Code of Virginia 2.2-3711 (A) 1

- a. **Employee** – Individual Employee(s) Discussion

Adjourn

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION

Closed Session Draft Minutes, Thursday, August 4, 2022

Minutes prepared by Christine Jacobs

COMMISSIONERS PRESENT		STAFF PRESENT	
City of Charlottesville		Christine Jacobs, Executive Director	
Michael Payne		David Blount, Deputy Director/Legislative Director	
Lyle Solla-Yates			
Albemarle County			
Ned Gallaway, Chair			
Jim Andrews			
Fluvanna County			
Tony O'Brien, Vice-Chair			
Keith Smith, Treasurer			
Greene County			
Dale Herring			
Andrea Wilkinson			
Louisa County			
Rachel Jones		GUESTS/PUBLIC PRESENT	
Tommy Barlow			
Nelson County			
Jesse Rutherford			
Ernie Reed			

Closed Session:

Motion to Enter Closed Session: I, _____, move that the Commission be convened to a closed session pursuant to personnel exemption found in Sec. 2.2-3711(A)1 of the Code of Virginia to discuss personnel issues. Motion seconded by _____.

Roll call vote:

_____ (Aye) (Nay) Michael Payne	_____ (Aye) (Nay) Andrea Wilkinson
_____ (Aye) (Nay) Lyle Solla-Yates	_____ (Aye) (Nay) Rachel Jones
_____ (Aye) (Nay) Jim Andrews	_____ (Aye) (Nay) Tommy Barlow
_____ (Aye) (Nay) Tony O'Brien	_____ (Aye) (Nay) Jesse Rutherford
_____ (Aye) (Nay) Keith Smith	_____ (Aye) (Nay) Ernie Reed
_____ (Aye) (Nay) Dale Herring	_____ (Aye) (Nay) Ned Gallaway

Motion (Passed) (Failed).



Motion to Exit Closed Session: I, _____, move that the Commission exit closed session. Motion seconded by _____ for the committee to exit closed session.

Roll call vote:

_____ (Aye) (Nay) Michael Payne	_____ (Aye) (Nay) Andrea Wilkinson
_____ (Aye) (Nay) Lyle Solla-Yates	_____ (Aye) (Nay) Rachel Jones
_____ (Aye) (Nay) Jim Andrews	_____ (Aye) (Nay) Tommy Barlow
_____ (Aye) (Nay) Tony O'Brien	_____ (Aye) (Nay) Jesse Rutherford
_____ (Aye) (Nay) Keith Smith	_____ (Aye) (Nay) Ernie Reed
_____ (Aye) (Nay) Dale Herring	_____ (Aye) (Nay) Ned Gallaway

Motion (Passed) (Failed).

Motion to Certify: I _____ move that the Commission certify that to the best of each member's knowledge, only public business matter lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed session were heard, discussed, or considered in the closed session. Motion seconded by _____ to Certify.

Roll call vote:

_____ (Aye) (Nay) Michael Payne	_____ (Aye) (Nay) Andrea Wilkinson
_____ (Aye) (Nay) Lyle Solla-Yates	_____ (Aye) (Nay) Rachel Jones
_____ (Aye) (Nay) Jim Andrews	_____ (Aye) (Nay) Tommy Barlow
_____ (Aye) (Nay) Tony O'Brien	_____ (Aye) (Nay) Jesse Rutherford
_____ (Aye) (Nay) Keith Smith	_____ (Aye) (Nay) Ernie Reed
_____ (Aye) (Nay) Dale Herring	_____ (Aye) (Nay) Ned Gallaway

Motion (Passed) (Failed).

Certified: _____ Christine Jacobs
