

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)

Minutes, April 6, 2023

COMMISSIONERS PRESENT	IN PERSON	REMOTE	STAFF PRESENT	IN PERSON	REMOTE
City of Charlottesville			Christine Jacobs, Executive Director	x	
Michael Payne			David Blount, Deputy Director	x	
Liz Russell			Ruth Emerick, Chief Operating Officer	x	
Albemarle County			Sandy Shackelford, Planning and Transportation Director	x	
Ned Gallaway, Chair	x		Gorjan Gjorgjievski, VATI Administrative Assistant	x	
Jim Andrews					
Fluvanna County					
Tony O'Brien, Vice Chair	x				
Keith Smith, Treasurer	x				
Greene County					
Dale Herring	x				
Andrea Wilkinson	x				
Louisa County					
Rachel Jones			GUESTS/PUBLIC PRESENT		
Tommy Barlow	x				
Nelson County					
Jesse Rutherford	x				
Ernie Reed	x				

1. CALL TO ORDER:

a. Call to Order, Roll Call:

The Thomas Jefferson Planning District Commission (TJPDC) Commission Vice Chair, Tony O'Brien, presided and called the meeting to order at 7:05 pm. Ruth Emerick took attendance by roll call and certified that a quorum was present.

b. Vote to Allow Electronic Participation: Not needed.



2. MATTERS FROM THE PUBLIC:

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

3. PRESENTATIONS:

a. Regional Transit Governance Study

Sandy Shackelford, Planning and Transportation Director, and Scott Baker from AECOM presented an update on the Regional Transit Governance Study. The study examines existing governance structures in the region around transit provision and will identify potential governance structures to increase funding and coordination. The study will be completed by December 2023.

b. FY24 CA-MPO Unified Work Program (UPWP) Update

Sandy Shackelford, Planning and Transportation Director, gave an update on the draft Unified Work Program (UPWP) and budget for fiscal year 2024.

4. CONSENT AGENDA: Action Items

- a. **Minutes of March 2, 2023, Meeting**
- b. **January Financial Reports**

Christine Jacobs reviewed the March 2, 2023, meeting minutes and January Financial Reports.

Motion/Action: On a motion by Jesse Rutherford, seconded by Tommy Barlow, the Commission unanimously approved the consent agenda as presented.

5. NEW BUSINESS:

a. Appointment of Nominating Committee for FY24 TJPDC Officers

The Nominating Committee for FY24 Commission officers consists of Dale Herring, Tony O'Brien, and Jesse Rutherford.

b. FY24 Draft Annual Operating Budget

Christine Jacobs presented a draft operating budget for FY24. It is a balanced budget with projected revenues of \$46,443,681 and projected expenditures of \$46,443,681. There is an anticipated budget shortfall of \$51,766 which would require a reserve transfer.

c. Central Virginia Regional Housing Partnership Appointment

Christine Jacobs recommended that Shannon Meade serve as the TJPDC-appointed Health Industry Representative on the Regional Housing Partnership.

Motion/Action: On a motion by Keith Smith, seconded by Dale Herring, the Commission unanimously voted to appoint Shannon Meade, HIV & Harm Reduction Manager at the Blue Ridge Health District, as the TJPDC Appointed Health Industry Representative for the Central Virginia Regional Housing Partnership.

6. RESOLUTIONS:

a. FY24 Rural Transportation Work Program/Budget Resolution

Motion/Action: On a motion by Keith Smith, seconded by Dale Herring, the Commission unanimously approved the FY24 Rural Transportation Work Program resolution and funding.

7. EXECUTIVE DIRECTOR'S REPORT:

Monthly Report:

Project milestones for VATI were shared, including the completion of nearly 340 miles of field data collection, over 1,600 miles of fiber design, over 390 miles of make ready work, over 110 miles of aerial fiber placement, nearly 100 miles of underground fiber placement, nearly 80 miles of splicing, and 865 passings. Staff observed work in the field in Greene County in March. A quarterly stakeholders meeting was held in March with 36 participants.

The RHP's 2nd Annual Summit, Coming Back Home, was held March 24th at the Omni Charlottesville. The event had over 215 registered attendees. Staff has received positive feedback on both the organization and content of the event.

Staff submitted a VA Housing Tier II grant for implementation of the Regional Housing Partnership's newly adopted strategic plan. Staff also is working to recruit an AmeriCorps VISTA to support the RHP's strategic plan implementation.

TJPDC was awarded a US Department of Transportation Safe Streets and Roads for All (SS4A) grant. Staff is meeting with FHWA representatives to review contracts and prepare to receive award funding.

Additionally, staff is scheduling meetings with each locality to review the scope of work and determine if any adjustments will be made.

The draft HOME Consolidated Plan is open for public comment and a public hearing is scheduled for the next Commission meeting on May 4.

The CA-MPO is continuing to work on the Long-Range Transportation Plan. Draft goals/objectives have been vetted through stakeholder groups, and public engagement is scheduled to begin in June. The draft Transportation Improvement Program, indicating planned federal funding for transportation improvements in the MPO area, is available for public comment and will be considered for approval at the Policy Board meeting in May.

Two applications were submitted to DEQ for a Chesapeake Bay Program Assistance Agreement Grant to support tree plantings at Southwood Mobile Home Park and Azalea and Pen Parks in Charlottesville and Albemarle. The TJPDC STEW-Map survey is being developed and will be released to local environmental stewards mid-April. The UDSA Forest Service Stewardship Assessment and Mapping Project (STEW-Map) and survey will help us to develop an interactive publicly accessible map and database of organizational characteristics, geographic turf, and networks of the environmental stewards actively supporting the environment within the region.

Staff is working to compile the 2022 TJSWPU Solid Waste and Recycling Report for submittal to DEQ in April. Staff is presenting recommendations for Sustainable Materials Management Waste Reduction Goals to Albemarle Solid Waste Alternatives Advisory Committee in their April Meeting.

The next Rivanna River Basin Commission Board Meeting will be held April 14 at 11:00 am at the Albemarle County Office Building on 5th Street.

8. OTHER BUSINESS:

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

b. Items for Next Meeting – May 4, 2023

- i. HOME 5-year Consolidated Plan and Annual Action Plan Presentation and Public Hearing
- ii. Legislative Report
- iii. FY24 Operating Budget Final Consideration and Resolution
- iv. TJPDC Officer Slate Notice from Nominating Committee
- v. DHCD CDBG Regional Priorities – For Approval

9. CLOSED SESSION: per Code of Virginia 2.2-3711 (A) 1

a. Employee – Individual Employee(s) Discussion

Using the attached closed session form, prepared by David Blount, the TJPDC Commission entered into a closed session per Code of Virginia 2.2-3711(A)1. Participants of the public were placed into the online 'waiting room' in Zoom until the closed session ended.

b. Public Session Resumes

Per the attached closed session form, the public session resumed, and any visitors were re-admitted into the TJPDC Commission Zoom meeting.

ADJOURNMENT:

Motion/Action: On a motion by Dale Herring, seconded by Jesse Rutherford, the Commission unanimously voted to adjourn the April 6, 2023, Commission meeting at 9:15 pm.

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