Thomas Jefferson Planning District Commission
Thursday, September 7, 2023 at 7 pm
In-Person Meeting
Water Street Center, 407 E. Water Street
Charlottesville, VA 22902

AGENDA

Join Zoom Meeting:
https://us02web.zoom.us/j/88317367922?pwd=aCtyN1JhOUViY0hHMEFLVlhsVjMyUT09
Meeting ID: 883 1736 7922
By call-in: 1(301) 715-8592#

1. **Call to Order** — 7:00 – 7:00
   a. Call to Order, Roll Call – *Chair Gallaway, Ruth Emerick*
   b. Vote to Allow Electronic participation, if needed – *Ruth Emerick*
   c. Welcome to TJPD Commision - Lyle Solla-Yate, City of Charlottesville Planning Commission – *Ned Gallaway*
   d. Welcome to TJPDC – Davy Sells, AmeriCorps VISTA Member
2. **Matters from the Public** — 7:00 – 7:10
   a. Comments by the public are limited to no more than 2 minutes per person.
   b. Comments provided via email, online, web site, etc. *(Read by Ruth Emerick)*
   c. **Presentation:** Program Year 2022 HOME-CDBG Consolidated Annual Performance Evaluation Report (CAPER) Draft – *Laurie Jean Talun*
   d. **Public Hearing:** Draft 2022 HOME-CDBG CAPER – *Chair Gallaway*
      Comment Period – August 15, 2023 – August 30, 2023
3. **Presentation, Public Hearing, Discusssion**
   a. Staff Transition and Introduction/Welcome – *Chritine Jacobs* — 7:10 – 7:15
   b. Blue Ridge Cigarette Tax Board (BRCTB) Update – *David Blount* — 7:15 – 7:25
   c. Virginia Telecommunication Initiative (VATI) Update - *Gorjan Gjorgievski* — 7:25 – 7:35
4. *** Consent Agenda** — 7:35 – 7:37

   Action Items:
   a. * Minutes of June 1, 2023 Meeting
   b. * Minutes of June 22, 2023 Special Meeting
   c. *Executive Director Annual Contract – September 2023-2024
5. **New Business**
   a. *May, June and July Financial Reports – *Christine Jacobs* — 7:37 – 7:50
      i. May, June, and July Dashboard Report
      ii. May, June, and July Consolidated Profit & Loss Statements
      iii. May, June, and July Comparative Balance Sheets
      iv. June and July Accrued Revenue Reports
   b. Bike Route 76 – *Christine Jacobs* — 7:50 – 7:55
   c. Southeast Crescent Regional Commission (SCRC) Participation – *Christine Jacobs* — 7:55 – 8:00
      i. Invitation to Participate Letter, SCRC Overview, County Economic Designations
   d. Virginia Telecommunications Initiative (VATI) 2024 Unsolicited Proposal – *David Blount* — 8:00 – 8:10
   e. Draft FY24-28 Agency Strategic Plan/Presentation– *Christine Jacobs* — 8:10 – 8:25
   f. Draft FY25 Projected Operating Budget – *Christine Jacobs* — 8:25 – 8:35
      i. FY25 Projected Operating Budget Total
      ii. FY25 Projected Revenue
      iii. FY25 Projected Per Capita and Local Contributions
6. *** Resolutions** — 8:35 – 8:40
   a. *Resolution Adopting the 2022 HOME-CDBG CAPER – *Christine Jacobs*
   b. *Resolution of Support to Re-Route US BIKE Route 76 from US-15 to Historic Palmyra – *Christine Jacobs*

c. *Resolution of Authorization to Apply and Administer the Southeast Crescent Regional Commission Local Development District Capacity Building Grant - *Christine Jacobs*

d. *Resolution Accepting an Unsolicited Proposal for Extending Broadband Access in Several Counties – *Christine Jacobs*

7. Executive Director's Report 8:40 – 8:45

a. Monthly Report

8. Other Business 8:45– 8:55

a. Roundtable Discussion by Jurisdiction

b. Next Meeting – October 5, 2023,
Items for Next Meeting:
   i. FY25 Projected Budget for Consideration/Approval
   ii. FY24-28 Agency Strategic Plan for Consideration/Approval
   iii. Annual DHCD Funding Agreement
   iv. Watershed Improvement Program (WIP) Update
   v. Public Private Education Act Public Hearing – VATI 2024 Unsolicited Proposal

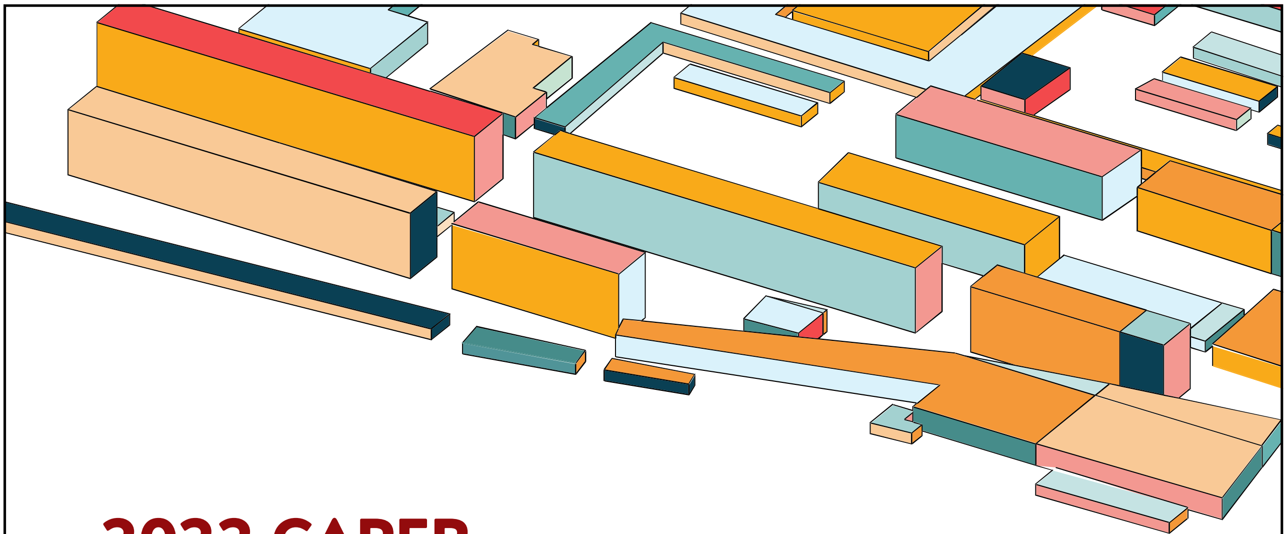
9. *ADJOURN 8:55

Designates Items to be Voted On

TJPDC fully complies with Title VI of the Civil Rights Act of 1964 in all programs and activities. TJPDC provides reasonable accommodations for persons who require special assistance to participate in public involvement opportunities. For more information, to request language translation or other accommodations, or to obtain a Discrimination Complaint Form, contact Lucinda Shannon at (434) 979-7310, lshannon@tjpdc.org or visit the website www.tjpdc.org.

TJPD Commissioners	
Ned Gallaway, Chair	Albemarle County
Jim Andrews	Albemarle County
Tony O’Brien, Vice Chair	Fluvanna County
Keith Smith, Treasurer	Fluvanna County
Dale Herring	Greene County
Andrea Wilkinson	Greene County
Tommy Barlow	Louisa County
Rachel Jones	Louisa County
Jesse Rutherford	Nelson County
Ernie Reed	Nelson County
Michael Payne	City of Charlottesville
Lyle Solla-Yates	City of Charlottesville

TJPDC Staff	
Christine Jacobs	Executive Director
David Blount	Deputy Director
Ruth Emerick	Chief Operating Officer
Laura Greene	Finance Director
Sandy Shackelford	Planning and Transportation Director
Lucinda Shannon	Senior Regional Planner
Sara Pennington	TDM Program Manager
Ryan Mickles	Regional Transportation Planner
Curtis Scarpignato	Regional Transportation Planner
Ian Baxter	Regional Housing Planner
Laurie Jean Talun	Regional Housing Grants Manager
Lori Allshouse	VATI Program Director
Gorjan Gjorgjievski	VATI Administrative Assistant
Isabella O’Brien	Regional Environmental Planner
Otis Collier	BRCTB Compliance Agent
Brandon Boccher	Housing Program Assistant
Gretchen Thomas	Administrative Assistant



2022 CAPER
REPORT ON HOME AND CDBG ACTIVITIES

1

HOME FUNDS SPENT

$274,800	$297,600	$24,000
Rental Units	Homeowner Rehabilitation Projects	Down Payment Assistance

2

HOUSEHOLDS SERVED

1	30	4
Rental Units Constructed	Homeowner Rehabilitation Projects	Down Payment Assistance

3

MATCH FUNDS CONTRIBUTED

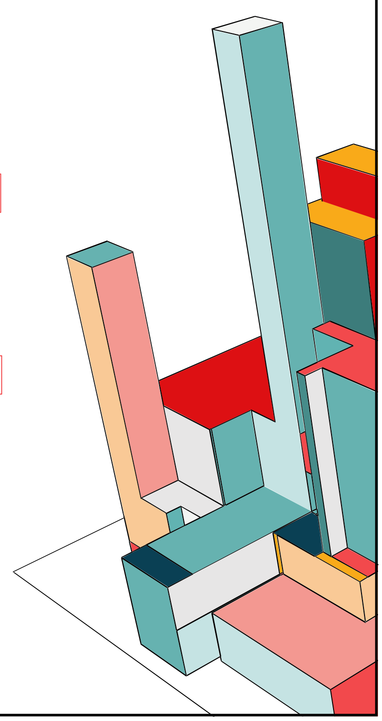
$187,500
Charlottesville Redevelopment and Housing Authority

$67,800
Community Services Housing

$225,000
Habitat for Humanity of Greater Charlottesville

$167,970
Piedmont Housing Alliance

$186,770
Virginia Supportive Housing

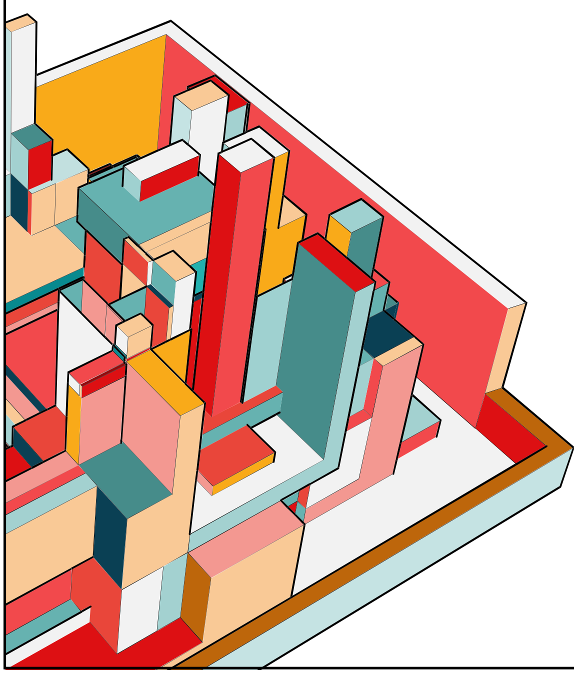


4

REHABILITATION STANDARDS ADOPTED

- Inspection procedures and frequency
- Compliance with state and local ordinances and codes
- HUD Uniform Physical Condition Standards
- Required Health and Safety deficiencies to address immediately
- Accessibility Requirements from the Rehabilitation Act of 1973
- Major Systems maintenance
- Lead Based Paint
- Disaster Mitigation
- Contracts

5



TIMELINE

Aug 15-30: Public Comment Period
Aug 21: Charlottesville first hearing
Sept 5: Charlottesville second hearing
Sept 7: TJPDC hearing
Sept 29: Due to HUD

6

Thomas Jefferson Planning District Commission

Program Year 2022 CAPER

Consolidated Annual Performance Evaluation Report

for the

City of Charlottesville

and the

Thomas Jefferson HOME Consortium

Adopted by the Thomas Jefferson Planning District Commission: Sep 7, 2023

Adopted by Charlottesville City Council: Aug 21, 2023

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)
This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The HOME program's goals are to assist first-time homebuyers, preserve existing housing stock by rehabilitating owner-occupied homes, and develop new housing units for home ownership or rental. HOME Consortium activities are carried out through nonprofit housing foundations in the region: the Albemarle Home Improvement Program (AHIP), the Fluvanna/Louisa Housing Foundation (F/LHF), the Nelson County Community Development Foundation (NCCDF), and Skyline CAP (serving Greene County). HOME funds are often combined with other funding, extending the reach and effectiveness of the program.

The process of developing the anticipated 21 rental units has begun, is not recorded in the charts here because the units have not been completed yet. These units will be developed in Fluvanna County, and the purchase of land is underway by FLHF at the time of writing this report. The HOME CHDO set-aside funds are allocated to a locality on a rotation basis to provide funding for development of one or more new housing units, either rental units or homes for purchase. For PY22, it was Fluvanna County's turn in the rotations. Funds will be used to develop affordable rental housing. HOME CHDO funds from Grant Year 2020 have been used to advance the development of affordable homeowner homes in Southwood.

CHDO from PY21 is NCCDF. NCCDF has worked with Renaissance Ridge to ensure the development of affordable housing using HOME funds. Ultimately, approximately 20 units will be dedicated to workforce housing for qualifying (under 80% AMI) Nelson County residents. Future HOME funds will be used to assist low-income homebuyers with down payments in order to purchase the units.

The region has a high level of capacity to carry out these housing projects. HOME funds, in turn, contribute to the stability and sustainability of the housing foundations in the region. Progress toward goals outlined in the five-year Consolidated Plan and one-year Action Plan has been steady and positive. Overall, HOME funds are meeting critical needs in our region.

On September 20, 2021, Charlottesville City Council established the following priorities for CDBG & HOME: access to affordable housing (including but not limited to low income housing redevelopment); workforce development (including but not limited to efforts to bolster Section 3 training opportunities); microenterprise assistance; access to quality childcare; homeowner rehabilitation, and homeownership opportunities through down payment assistance.

These priorities then informed the review of applications by the city's CDBG/HOME Taskforce and their subsequent funding recommendations for consideration by the city's Planning Commission and approval by City Council.

On June 21, 2022, Charlottesville City Council approved funding awards to seven (7) CDBG programs an one (1) HOME program: critical replacement of an outdated HVAC system for a local group home for adults with developmental disabilities; business and financial trainings for area small businesses and entrepreneurs; construction of an ADA-compliant pedestrian footbridge across a branch of the Rivanna River to connect a neighborhood many low-to-moderate income and public housing residents to a nearby public park currently undergoing its own expansion and upgrades; energy-efficiency home & roof repairs for income-qualified homeowners to make possible installation of solar panels by Dominion Energy; an associated green energy jobs training program for income-qualified participants; employment-related tutoring program serving adults identified as functionally non-proficient; and employment development services by and for residents of city publicly-supported housing.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Enhance & Improve Access to Neighborhood Amenities	Non-Housing Community Development	CDBG: $	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	0	0.00%	2000	4238	211.90%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Ensure Housing is to Accessible Residents	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	22				
Ensure Housing is to Accessible Residents	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Other	Other	1	1				
Expand the Affordable Housing Stock	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	210		0	232	

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Expand the Affordable Housing Stock	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Rental units constructed	Household Housing Unit	20	5	25.00%	0	1	
Expand the Affordable Housing Stock	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Homeowner Housing Added	Household Housing Unit	2	24	1,200.00%			
Expand the Affordable Housing Stock	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Homeowner Housing Rehabilitated	Household Housing Unit	0	30		17	30	176.47%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Expand the Affordable Housing Stock	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Direct Financial Assistance to Homebuyers	Households Assisted	64	4				
Foster Small and Local Business Development	Non-Housing Community Development	CDBG: $ / HOME: $0 / CAHF: $0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	50		0	0	
Foster Small and Local Business Development	Non-Housing Community Development	CDBG: $ / HOME: $0 / CAHF: $0	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	30	
Foster Small and Local Business Development	Non-Housing Community Development	CDBG: $ / HOME: $0 / CAHF: $0	Jobs created/retained	Jobs	0	0		2	2	100.00%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Foster Small and Local Business Development	Non-Housing Community Development	CDBG: $ / HOME: $0 / CAHF: $0	Businesses assisted	Businesses Assisted	100	24	24.00%	10	23	230.00%
Preserve Existing Supply of Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	6		0	6	
Preserve Existing Supply of Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Rental units constructed	Household Housing Unit	0	0		21	1	4.76%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Preserve Existing Supply of Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Rental units rehabilitated	Household Housing Unit	0	1				
Preserve Existing Supply of Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Homeowner Housing Added	Household Housing Unit	0	5		2	0	0.00%
Preserve Existing Supply of Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: $ / HOME: $	Homeowner Housing Rehabilitated	Household Housing Unit	110	90	81.82%	16	30	187.50%

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Support Homeless and Transition to Independence	Homeless Non-Housing Community Development	CDBG: $ / HOME: $	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	753	753.00%			
Support Homeownership for First-time Homebuyers	Affordable Housing	CDBG: $ / HOME: $	Direct Financial Assistance to Homebuyers	Households Assisted	64	4		1	4	400.00%
Support Investments that Aid Fair Housing Choice	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: $ / HOME: $	Other	Other	1	0	0.00%			

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Support Mental Health & Substance Abuse Services	Homeless Non-Housing Community Development	CDBG: $	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	0	0.00%			
Support Programs that Aid in Increasing Self-Suff.	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: $ / HOME: $0 / CAHF: $0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	378	110	29.10%	30	32	106.67%
Support Programs that Aid in Increasing Self-Suff.	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: $ / HOME: $0 / CAHF: $0	Businesses assisted	Businesses Assisted	100	0	0.00%			

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Support Programs that Aid in Increasing Self-Suff.	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: $ / HOME: $0 / CAHF: $0	Other	Other	0	0		1	0	0.00%
Sustainability, Energy Eff, & Environ. Stewardship	Affordable Housing Non-Housing Community Development	CDBG: $ / HOME: $	Other	Other	1	1	100.00%			

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

With the benefit of the city's established Citizen Participation Plan, the city's CDBG-funded programs for PY22-23 were very closely aligned with the priorities and objectives of the PY 2022-2023 1-Year Annual Action Plan. Limited availability of affordable housing options continues to be a persistent challenge for city residents, especially so in terms of affordable rental units. This is especially true given the rise in the area's Annual Median Income (AMI), which grew from $93,700 for a family of four in 2021 to $111,200 in 2022 while income for those at the lowest end of the income spectrum largely stagnated, thereby exacerbating the effects of inflation for these residents.

One significant risk to affordable homeownership in the city is the presence of substandard conditions for many of our lower-income residents that not only impacts the quality of life for these residents but also has the potential to drive them out of their homes. Recognizing this, the city committed in PY22-23 a significant portion of its entitlement (EN) funds to programs designed to preserve the existing supply of affordable housing (goal #1), including for critical and energy-efficiency upgrades for income-qualified residents through LEAP's Solar Panel Rehabs program ($38,526.23 in CDBG funds) and LEAP's Assisted Home Performance ($93,478.13 in HOME funds). An associated program, LEAP's Workforce Development program ($28,839.64 in CDBG funds) provided green-energy related jobs training to residents of the city's publicly supported housing development, two of whom remain employed by LEAP, thereby supporting Goal #4.

CDBG-CV activities are largely complete and will be reported during the 6-year activity period.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME
White	167	41
Black or African American	501	47
Asian	44	3
American Indian or American Native	3	0
Native Hawaiian or Other Pacific Islander	0	0
Total	**715**	**91**
Hispanic	42	3
Not Hispanic	286	58

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

With HOME funds, the HOME Consortium served a large number of individuals and households; over half of the beneficiaries identify as Black or African American. 55% of beneficiaries of HOME funds this year identify as a racial minority.

According to the most recent Census data available, approximately 11.1% of the population of the Charlottesville Metropolitan Statistical Area is at or below the federal poverty level. Of these, approximately: 7.5% identify as White/Not Hispanic; 26.4% identify as Black/African American; 26.7 identify as Asian; 17.5% identify as Latino/Hispanic; with the rest identifying as Other/Multiracial.

For PY22-23, approximately 77.0% of direct CDBG beneficiaries could be identified as members of an ethnic minority. In terms of impact by income level, 36.2% of all direct CDBG beneficiaries were at or below 50% local AMI (with another 63.8% being between 50-80% of local AMI).

With this data in mind, the city once again commits itself to crafting a funding portfolio for CDBG & HOME that is strategic, inclusive and representational as well as attentive to the community needs identified in Needs Assessment conducted for the most recent Consolidated Plan (FY 2022-2027). (Note: figures are based on head of household data.)

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	414,907	140,968
HOME	public - federal	761,271	596,447
Other	public - local	0	

Table 3 - Resources Made Available

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
10th and Page			
Albemarle County	8	11	
Belmont			
City of Charlottesville	46	45	
Fifeville			
Fluvanna County	19	11	
Greene County	9	11	
Louisa County	8	11	
Nelson County	10	11	
Ridge			
Rose Hill			

Table 4 – Identify the geographic distribution and location of investments

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The City of Charlottesville provided Match funding through their tax-funded Charlottesville Affordable Housing Fund (CAHF). $187,500 to Charlottesville Redevelopment and Housing Authority as they redevelop several public housing properties; $67,806 to Community Services Housing, which provides affordable housing for low-income households with disabilities; $225,000 to Habitat for Humanity of Greater Charlottesville for the development of homeowner housing; $167,972 to Piedmont Housing Alliance for the development of affordable rental housing; and $186,772 to Virginia Supportive Housing for permanent supportive housing projects.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	8,820,274
2. Match contributed during current Federal fiscal year	835,050
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	9,655,324
4. Match liability for current Federal fiscal year	149,112
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	9,506,212

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	**Date of Contribution**	**Cash (non-Federal sources)**	**Foregone Taxes, Fees, Charges**	**Appraised Land/Real Property**	**Required Infrastructure**	**Site Preparation, Construction Materials, Donated labor**	**Bond Financing**	**Total Match**
CRHA - CAHF	05/01/2023	187,500	0	0	0	0	0	187,500
CSH - CAHF	05/01/2023	67,806	0	0	0	0	0	67,806
HFH - CAHF	05/01/2023	225,000	0	0	0	0	0	225,000
PHA - CAHF	05/01/2023	167,972	0	0	0	0	0	167,972
VSH - CAHF	05/01/2023	186,772	0	0	0	0	0	186,772

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period $	**Amount received during reporting period $**	**Total amount expended during reporting period $**	**Amount expended for TBRA $**	**Balance on hand at end of reporting period $**
0	90,463	33,890	0	3,845

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	219,261	0	0	18,625	0	200,636
Number	37	0	0	5	0	32
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

	Total	Women Business Enterprises	Male
Contracts			
Dollar Amount	211,926	21,600	190,326
Number	35	1	34
Sub-Contracts			
Number	0	0	0
Dollar Amount	0	0	0

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted

	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition		
Parcels Acquired	0	0
Businesses Displaced	0	0
Nonprofit Organizations Displaced	0	0
Households Temporarily Relocated, not Displaced	0	0

Households Displaced	**Total**	**Minority Property Enterprises**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

No households were displaced or relocated through HOME or CDBG activities.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	**0**	**0**

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	27	1
Number of households supported through Rehab of Existing Units	36	30
Number of households supported through Acquisition of Existing Units	0	35
Total	**63**	**66**

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Like most municipal areas during the course of the recent COVID pandemic, Charlottesville has experienced a significant rise in housing prices, both in terms of rents charged but especially so in regards to the purchasing costs for the limited housing stock available. (Note that Charlottesville is geographically quite constrained, consisting of just 10.3 square miles, most of which has already been developed in some way or is otherwise challenging to develop.)

Additionally, the current city residential zoning ordinances largely restrict residential lots to single-family homes, further exacerbating the challenges faced when trying to develop affordable housing opportunities. The city is currently undergoing a comprehensive analysis and rewrite of the current zoning ordinances with the goal of increasing the potential for increased residential density in most, if not all, neighborhoods.

As a result, homeownership remains out of reach for a large number of city residents and people who work in the city but are forced to live in surrounding communities. In addition, city residents across a wide range of income levels experience a high degree of cost burden, paying a high proportion of income on housing needs, with that burden being greatest for city residents at lower ranges of the income spectrum. The city especially recognizes that low-income African American and Hispanic households bear a disproportionate share of the burden of the lack of affordable housing and will emphasize this need in its future planning..

This also contributes to a discrepancy between the housing-related goals we set for ourselves and the outcomes we are able to deliver. For example, several new affordable housing construction projects are either underway or in the planning stages but making significant progress has been challenging due to a tight real estate market in the city and in the wider region and the space constraints the city faces, along with the challenges posed by the lingering effects of the COVID pandemic. Private developers have also provided a great deal of competition to the nonprofit affordable housing sector, in particular. We are continuing to move forward in our support of new construction opportunities but are also increasing our emphasis on rehabilitation projects designed to expand and preserve affordable housing units, especially with the benefit of our planned injection of HOME-ARP funds into these projects.

In terms of rehabs to preserve existing affordable housing, one of our largest funded CDBG projects, Critical Solar Rehabs through the Local Energy Alliance Program (LEAP), experienced significant delays during PY22-23 due to the COVID pandemic. In particular, safety protocols made working conditions difficult and there was also a significant delay to a statewide program for solar panel installations on which LEAP's work depended, which has been largely resolved by the regional power provider responsible for the work on which our local program relied. Consequently, LEAP was only able to complete 2 of their planned rehab projects with at least two more having commenced by the end of the program year. (Note: Now that the statewide solar program has begun, LEAP has identified 5+ high needs projects and their funded program is in the process of being extended into the current PY 2023-2024 through a new funding agreement.)

As reported in previous sections, an additional 21 rental units have begun, but have not completed production within the Program Year 2022. Although many homeowner rehabilitation efforts were completed, the number is below the initial goal, primarily due to shortage of contractors available on a regional and state-wide level, and in part due to staff turnover in Subrecipient organizations.

Four households provided with down-payment assistance are not reflected in the chart above except in the Total at the bottom.

Discuss how these outcomes will impact future annual action plans.

The Annual Action Plan for Program Year 2023 projects the development of 8 new rental units. One unit will be in Greene County; 2 units in Fluvanna (as part of the 21 mentioned above); 5 units will be under development in Louisa County. Charlottesville has allocated the total of CHDO set-aside funds, as well as their HOME entitlement funds, to Piedmont Housing Alliance to develop 6 affordable homes for low-income homebuyers. We anticipate 17 homeowner rehabilitations, and 4 households receiving down payment assistance.

These goals are in line with our ability to produce in previous years, when the multi-year timeline for identifying land and units for purchase, implementing redevelopment, and placing homebuyers or tenants, is taken into consideration.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	15
Low-income	0	14
Moderate-income	0	6
Total	**0**	**35**

Table 13 – Number of Households Served

Narrative Information

HOME funding is intended to assist households at various low levels of income. By assisting primarily low income and extremely low income households, funding in our region met needs for crucial home repairs, and produced one additional unit available at an affordable rent.

The challenges we have experienced related to affordable housing have informed our work in many years, notably by leading us to a renewed effort to try to help subrecipients connect to additional funding sources that can extend their impact. For example, the city is increasingly working to support subrecipients in their applications to related city programs, like the Charlottesville Affordable Housing Fund (CAHF) or funding opportunities available throughout city departments, like Economic Development of Human Services.

Additionally, the city will seek opportunities to place an emphasis on CDBG and HOME projects in which applicants can demonstrate how awarded funds can be used to leverage other funding sources. For example, a CDBG-funded program for microenterprise training has been able to use their CDBG award not only to provide services to eligible city residents but also to serve as a small portion of the local match required for an application for a new significantly larger grant opportunity through the Small Business Administration's PRIME program, thereby extending the reach of the limited funding available to support worthy programs.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction’s progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Blue Ridge Area Coalition for the Homeless (BRACH) Continuum of Care maintains a coordinated system of care so that homelessness in our region is rare, brief, and nonrecurring when possible. BRACH has adopted a housing first approach to quickly connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment, or service participation requirements. A Community Case Review convenes two times a month to provide a problem-solving body to area providers working with individuals and families experiencing homelessness. The Community Case Review consists of a convener appointed by BRACH and staffed by representatives from anchor agencies, including PACEM, The Haven, Region Ten, On Our Own, and area Departments of Social Services. Each meeting, the Community Case Review works through the community's By-Name List of everyone known to be experiencing homelessness in the area and documents action steps aimed at quickly resolving homelessness for each person reviewed.

Particularly complex cases are referred to the Community Case Review for solution-focused discussion designed to resolve homelessness quickly and effectively. A coordinated assessment process is used to determine eligibility for available services, collect required data, and develop case plans for individuals and families experiencing homelessness. Coordinated assessment is available every day at The Haven. Households can call the City of Charlottesville Dept. of Human Service's Homeless Information Line to schedule a homeless intake appointment.

BRACH homelessness service providers collect required data elements and enter data into HMIS on a weekly basis to ensure close to real-time community level data and on-time reporting to local, state and federal stakeholders.

Region Ten PATH Program, The Haven, and On Our Own provide street outreach to individuals and families experiencing homelessness, with a focus on those who do not have shelter, to provide them with information and access to services. Region Ten conducts in-reach with Western State Hospital and Haven staff conducts in-reach to the jail to assist with transitions and community reintegration. Region Ten PATH program conducts in-reach at The Haven, Mohr Center and Virginia Supportive Housing to engage guests in mental health treatment and care.

Virginia Supportive Housing provides supportive housing in the region, addressing the long-term needs of chronically homeless households and individuals.

Addressing the emergency shelter and transitional housing needs of homeless persons

PACEM provides a seasonal, low-barrier emergency shelter to individuals from late October to mid-April using host church sites for shelter and meals. PACEM provides coordinated assessment services to those individuals and families that seek shelter but have not completed a coordinated assessment through Coordinate Entry.

Families in Crisis provides emergency hotel/motel vouchers to families experiencing homelessness and complete a coordinated assessment packet, and assists McKinney-Vento Coordinators in the region with addressing the needs of families identified by schools as at risk of homelessness.

Salvation Army provides high-barrier emergency shelter services year-round for individuals and families experiencing homelessness that can maintain sobriety and are looking for work or are working.

Shelter for Help in Emergency (SHE) provides emergency shelter services year-round for women and children fleeing domestic violence, referred by other emergency shelters and emergency room staff.

Monticello Area Community Action Agency (MACAA) Hope House provides transitional housing and supportive services with a preference for households with children where one adult is working.

These resources provide adequate shelter services to the community in need during the season in which the low-barrier shelter operates. During the warmer months, there are individuals that struggle to identify adequate resources. A day shelter operates daily to provide basic and respite care to all, regardless of whether they are engaged in other shelter services within the continuum.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Prevention staff at The Haven, PACEM, and McKinney Vento services in schools, coordinate activities in communication with area emergency assistance providers including Alliance for Interfaith Ministries (AIM), Pathways Fund, Love, Inc., departments of social services, and area churches whenever possible. During PY 2021, 159 people across 59 households were supported with homelessness prevention services. The Haven provides prevention services and subsidies to individuals and families in order to avoid the need for emergency shelter stays. Rental subsidies and utility payments are provided to those individuals and families determined eligible through the use of a validated, structured decision-making tool. Priority is given to those households with a previous experience of literal homelessness. The Haven uses a service approach focused on providing the least amount of subsidy necessary to avoid literal homelessness and will make use of all available informal and mainstream resources in this effort.

Ongoing eligibility for subsidies will be assessed every 90 days, at a minimum. Monthly case management is provided to develop and implement a housing stability plan.

Existing rental assistance resources include Pathways through the United Way, the Network2Work Emergency Fund, The Haven, PHA eviction reduction programs, HOPWA through the Blue Ridge Health Department, CSRAP through the City of Charlottesville, and Housing Choice Vouchers in various counties.

Piedmont Housing Alliance administers the Virginia Eviction Reduction Program, and are able to help households who have up to a few months of rent arrears avoid eviction.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Haven provides housing navigation services through the Rapid Rehousing program to assist individuals and families experiencing homelessness to identify available low-income housing resources and negotiate leases. The Housing Navigator also develops relationships with area landlords and provides education on available rental subsidy programs to housing organizations. The Haven provides rapid re-housing services to quickly connect individuals and families experiencing literal homelessness to permanent housing. Rental arrearages and utility bills may be paid if they represent an actual barrier to permanent housing. Rental subsidies may be provided to ensure housing stability. Ongoing eligibility is determined every 90 days. Monthly case management is provided to develop and implement a housing stability plan. During PY 2020, 59 people were served through Rapid Re-Housing. The Departments of Social Services (DSS) participate in Community Case Review, Service Provider Council and BRACH Governance Board. Service providers work cooperatively with DSS workers to ensure that households experiencing homelessness have access to case management, adult and child protective services, foster care prevention activities, and mainstream benefits including SNAP, SSI/SSDI and Medicaid. DRAFT CAPER for Public Comment – Charlottesville HOME Consortium & CDBG Page 18 Homelessness Service Providers work collaboratively with area schools, ReadyKids, Jefferson Area Board of Aging, Piedmont Housing Alliance, Habitat for Humanity, Albemarle Housing Improvement Program, and other mainstream providers as a matter of course to assist people experiencing homelessness get or remain stably housed. A Community Case Review convenes two times a month to provide a problem-solving body to area providers working with individuals and families experiencing homelessness. The Community Case Review consists of a convener appointed by BRACH and staffed by representatives from anchor agencies, including PACEM, The Haven, Region Ten, On Our Own, and area Departments of Social Services. Each meeting, the Community Case Review works through the community's By-Name List of everyone known to be experiencing homelessness in the area and documents action steps aimed at quickly resolving homelessness for each person reviewed. Additionally, particularly complex cases are referred to the Community Case Review for solution-focused discussion designed to resolve homelessness quickly and effectively.

Region Ten operates a HUD-funded permanent supportive housing program for about 38 chronically homeless individuals. Community Case Review prioritizes the most vulnerable individuals with the longest histories of homelessness for this program when there are openings. Virginia Supportive Housing's The Crossings provides 30 units of permanent supportive housing for chronically homeless individuals in partnership with the Albemarle County Department of Housing and the Charlottesville Redevelopment and Housing Authority. The Continuum of Care now includes 153 Permanent Supportive Housing beds, including 25 units that service Veterans.

As of June 2023, only 3 veterans are experiencing homelessness in our region, which means the region has achieved a “functional zero”, meaning that we have the capacity regionally to house 3 people a month, and only 3 are left. This outcome is a result of the Built for Zero effort in partnership with Veterans Affairs.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

331 public housing units and 635 Housing Choice Vouchers are managed by the Charlottesville Redevelopment and Housing Authority (CRHA). A little over 1,000 housing units in the region are supported by HUD-funded programs for low-income households. Roughly two-thirds of these are privately-owned units occupied with a household using a Housing Choice Voucher to supplement rent. The other third are rental units supported through public housing and project-based programs. These units are an important component of the affordable housing stock in the region.

The Charlottesville Redevelopment and Housing Authority (CRHA) has been the primary provider of "housing of first opportunity" in the City of Charlottesville for over 60 years. CRHA strives to be a resident-centered organization committed to excellence in providing affordable housing and promoting upward mobility and self-sufficiency through partnerships in the public and private sectors. CRHA partners with the Public Housing Association of Residents (PHAR) to promote resident engagement and working relationships.

$3,000,000 in City funding was approved for Public Housing Redevelopment. This funding is intended to support the capital costs associated with the redevelopment of public housing properties. Crescent Hall, Friendship Court, South First Street, and Westhaven all have redevelopment plans that were designed in deep partnership with public housing residents. Redevelopment has already begun at Friendship Court, and is nearly complete at Crescent Hall. Most redevelopment efforts involve an entire re-arrangement of units, including additional units at South First Street, at the request of residents. The South First Street Phase 1 project is near complete and all 62 units are either occupied or in the process of being leased up. Crescent Halls, despite challenges, will be fully occupied by late fall. The second phase of construction of 113 homes at South First Street continues to see hurdles in cost but we are projected to break ground in March 2024. These redevelopment projects are funded privately through major donors and local foundations, in addition to City funds. City funding for this effort remains critical to success.

The CRHA submitted a 9% LIHTC application for Sixth Street and was subsequently awarded an 9% commitment from the Virginia Housing Authority (VHA). CRHA expects to break ground at Sixth Street replacing 6 units with a 47 unit apartment building serving low-income residents.

CRHA is also looking at the redevelopment potential on various public housing properties to develop mixed-income housing and focused intently on the Westhaven community, which includes low-income homeownership opportunities. CRHA is also currently undergoing an amendment to the HCV Administrative Plan to revamp the HCV Homeownership program.”)

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

Charlottesville Redevelopment and Housing Authority (CRHA) engages with residents in various ways. CRHA staff work on premises at Westhaven neighborhood, where residents can quickly walk to speak with staff. CRHA partners with the Public Housing Association of Residents (PHAR), who provide advocacy and avenues for communication between landlords, CRHA, residents, and low-income households within the City of Charlottesville. Throughout the redevelopment of several neighborhoods, CRHA has engaged residents in the planning process. CRHA also engages residents in workforce development and training programs.

Since the adoption of CRHA's Residents FIRST! operational philosophy, CRHA has worked to build partnerships with its Public Housing Association of Residents (PHAR) and other community organizations to increase outreach to the Public Housing and Housing Choice Voucher communities. In addition to monthly Resident Services meetings (which are reasonably well attended), CRHA routinely engages its residents through on-site neighborhood meetings around issues of public safety, medical care, social support services, community event planning, recreation and upcoming CRHA policy changes.

In April of 2023, CRHA hired a new Family Self Sufficiency (FSS) Coordinator, who leads regular meetings of the FSS Program Coordinating Committee. The purpose of the family self-sufficiency (FSS) program is to promote the development of local strategies to coordinate the use of HCV and public housing assistance programs with public and private resources enabling families eligible to receive assistance under these programs to achieve economic independence and self-sufficiency. The PHA's local goal in operating this FSS program is to match housing-assisted families with a broad range of highly collaborative existing community services to assist FSS families in achieving economic self-sufficiency. Economic self-sufficiency is defined as having the sustainable skills necessary to maintain employment paying a "living wage." This wage would pay for the family's basic needs without the use of government subsidies. Services through FSS include education, training, job search assistance, transportation, health care, child care, financial literacy, legal services, crisis services, mentoring, and financial supports.

Actions taken to provide assistance to troubled PHAs

CRHA is the only PHA in the region and is not troubled.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

Beginning with the adoption of Charlottesville's first-ever Affordable Housing Plan, City Council has committed itself to investing not less than $10,000,000 per year of city funds specifically to support the preservation and expansion of affordable housing opportunities to benefit income-qualified city residents, a commitment it has surpassed in each subsequent year.

In addition, Charlottesville has engaged in an extensive and ongoing review of all of its policies and zoning codes with the goal of a comprehensive municipal framework that enables and supports Inclusive Zoning (IZ) and the expansion of affordable rental and housing opportunities for income-qualified residents. This renewed focus on IZ is represented in the city's 2021 update to its Comprehensive Plan and its first comprehensive Affordable Housing Plan, adopted in 2021 by the City Council, and continues through a comprehensive rewrite of the city's Zoning Ordinances that will emphasize Inclusionary Zoning and the elimination of barriers to the creation of affordable housing.

The new Zoning Ordinance is expected to be adopted by the City Council in December of 2023 and will highlight steps to:

1. Increase access to housing opportunities by creating housing in areas near transit corridors, jobs, or mixed-income neighborhoods without encouraging displacement of low-income residents
2. Redress housing discrimination and racial segregation by reducing historic requirements for single-family zoning so as to increase the supply of affordable priced housing in the areas of opportunity
3. Guide the City Council's commitment to investing a minimum of $10 million per year to support affordable housing over the next several years as recommended in the 2021 Affordable Housing Plan
4. Implementation of inclusionary Zoning policies to increase production of affordable housing throughout the city
5. Increase the flexibility to permit Accessory Dwelling Unit (ADU) development as well as provide public financial assistance to support ADU affordability
6. Change the city code to allow "soft density" By-Right in single-family neighborhoods while limiting displacement of low-income neighborhoods
7. Change the zoning and development process to increase the production of multifamily housing and expand feasible "By-Right" development
8. Consideration of new regional housing initiatives
9. Support Affordable housing preservation and retention

10. Targeting resources to developments that are designed to address the needs of households with income at 60% or below of local Area Median Income (AMI)

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Charlottesville staff and the staff of the TJPDC coordinate closely to design and implement HUD-funded programs that will address the largest number of individuals as possible. For example, while evaluating applications for funding through the CDBG and HOME programs, the citizen members of the CDBG/HOME Taskforce place great weight in their funding recommendations to considerations of how to maximize the impact of the limited funding available to us. For example, in a recent round of deliberations, Taskforce members decided not to fund a popular local program and to fund another that would bring employment-related benefits to a greater number of residents, rather than split the funding for both programs.

City and TJPDC staff also bring together representatives from area affordable housing groups as a Housing Directors Council through which the needs of underserved populations are carefully examined and solutions sought. Housing Directors discuss the needs of the community, identify the best practices to resolve those needs, and assist with the Consolidated Plan. They also review and approve policies, such as the Rehabilitation Standards that were adopted this summer. They are currently exploring new ways to braid funding to enhance the use of all HOME funds.

Charlottesville continues to use CDBG funds to address community needs including support for residents of publicly supported housing with resident-involved redevelopment and funding individualized one-to-one tutoring for City adults in need of literacy development. CDBG funds also went towards providing scholarships to assist entrepreneurs develop financial management habits through mentorship and technical assistance as well as funding staff positions for the assistance home performance workforce development program. Housing programs that were supported included energy maintenance upgrades to income-qualifying and other homeowner rehabilitations.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

City efforts to reduce the risk of lead, especially for area children most at risk of harm, continue. For example, all CDBG and HOME funded subrecipients are trained in recognizing the presence of lead paint and all funded home repairs that involve paint are done so with lead-safe paints so as to minimize the risk of aerosolized lead contamination. Residents are also informed about the VDH ‘Lead Safe’ program and resources, as well as the Virginia DHCD Lead Hazard Reduction resources.

These efforts seem to be having some impact, in that 2023 data from the Virginia Department of Health (VDH) indicates that even though testing of blood-lead levels in area children has risen dramatically, from 206 in 2019 to 627 in 2022, the percentage of those tested who indicate dangerous levels of lead in their blood dropped significantly, from 8.74% of those tested in 2019 to 4.15% in 2022.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Charlottesville provides significant financial resources to support the Charlottesville Redevelopment and Housing Authority (CRHA), including its Family-Self Sufficiency program, and has designated at least $900,000 for the Charlottesville Supplemental Rental Assistance Program (CSRAP) program.

Charlottesville uses CDBG economic development funds to help low-income microenterprises launch, strengthen, and grow. The City continues its GO jobs-driven training program. A GO Skilled Trades Academy was also piloted in January 2018 to provide basic foundations in the skilled trades due to all of the upcoming development projects in the area. The OED launched GO GED Pathways in November 2017. The program is 6 weeks and offers GED test preparation training, workplace readiness skills/career coaching, and a CPR/first aid certification. The goal upon completion of the program is getting individuals back into the classroom to begin steps towards taking the GED.

Lack of transportation is a barrier to employment. Albemarle County launched the 29 Express commuter bus route in May 2016. This service is operated by JAUNT and runs from the Forest Lakes/Hollymead area to UVA and the Downtown Library. Since 2020, there is no charge to ride the bus. Charlottesville and Albemarle County, working with the Metropolitan Planning Organization (MPO), continue to support the Regional Transit Partnership (RTP). The RTP serves as an official advisory board, created by the City of Charlottesville, Albemarle County, and JAUNT, in Partnership with the Virginia Department of Rail and Public Transportation to provide recommendations to decision-makers on transit-related matters. The RTP concluded a 2022 study to expand transit services in Albemarle County resulting in a micro-transit demonstration project and is starting a regional transit governance study to investigate bringing additional support for transit to the region.

Formal agreements for specific funding and service responsibilities between CAT, JAUNT, Charlottesville, Albemarle County and UVA are in place. The RTP completed development of a Memorandum of Understanding to serve as the funding formula first formal funding agreement between Charlottesville Area Transit and Albemarle County, adopted in May 2019.

The Monticello Area Community Action Agency (MACAA) has been serving low-income families since 1965. MACAA serves the TJPD region, offering a variety of programs and skill development initiatives for families and individuals below 125% of the federal poverty level. Its programs include Head Start for 3 and 4-year-olds and Project Discovery to promote academic achievement in high school, and Hope House providing family stabilization for homeless families. The city is currently involved in supporting a new large-scale MACAA development project that will offer a number of new affordable housing units in a neighborhood that traditionally excluded this kind of inclusive development. Rural Outreach offices in Fluvanna, Louisa and Nelson Counties provide crisis intervention to families through assistance with food, clothing, and financial help for rent, utilities and other emergencies while assessing their needs and linking them to other resources for in-depth services.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

Recognizing the importance of tightly integrated systems to realize our goals, Charlottesville and the members of the TJ Area HOME Consortium work closely together to promote regional cooperation and the creative use of funds so as to maximize the impact of our many programs.

Through structures like the Housing Directors Council and the Charlottesville-based Housing Advisory Council (HAC), great effort is placed on collaboration and the sharing of knowledge and resources. In addition, city and TJPDC staff have together re-emphasized their partnership and are working to articulate a new Cooperation Agreement that would more clearly outline the ways in which our two entities can work together effectively.

The City and TJPDC worked closely together to support TJPDC’s Second Annual Regional Housing Summit, with the theme of ‘Coming Back Home,’ with the city also acting as a key financial supporter of the Summit. The Summit brought together numerous governmental, nonprofit, educational and philanthropic organizations together with over 200 individuals from across the region, with a keynote address from the Executive Director of LISC Hampton Roads, Jay Grant, and nine breakout sessions covering a variety of affordable housing topics hosted by speakers from across the state.

City and TJPDC staff are also in the process of evaluating adoption of a software tool, Neighborly, that has been adopted by other VA-based PJs so as to enhance our ability to cooperate and collaborate.

In Louisa County, a Homeless and Housing Coalition has formed to enhance collaboration and institutional structure to address housing needs.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The Regional Housing Partnership meets quarterly, and engages 21 organizations who represent public, private, citizen, and for-profit sectors of those working to provide affordable housing in the TJPDC region.

The city and TJPDC work closely together to support social service and housing agencies that are involved in serving special needs populations, including the Jefferson Area Board for Aging (JABA), the Arc of the Piedmont for people with developmental disabilities, Region Ten Community Services Board for people with mental illness and substance abuse and the Independence Resource Center. The Jefferson Area Board for Aging (JABA) assists elderly persons with long-term health care needs, and serves the TJPD region. JABA partners with senior housing providers in Charlottesville (Timberlake Place, Woods Edge, and Park View Apartments) and in Nelson County (Ryan School Apartments). Regular JABA health screenings and services are provided by JABA nurses at Park View at South Pantops, Ryan School Apartments and Woods Edge Apartments.

There are two LIHTC housing projects in Albemarle County that are nearing the end of their 30- year extended use period. The first of these is Wilton Farm Apartments, which has been in service since 1992 and has a total of 144 low-income units. The property's LIHTC compliance period ends January 2022. The second property, Rio Hill Apartments, contains 139 low-income rental units; LIHTC compliance period for this property expires January 2025.

The City's Comprehensive Plan Update and Zoning Ordinance Rewrite project has a Steering Committee that is composed of representatives from the Albemarle County, public, University of Virginia, nonprofit organizations, Neighborhood Leaders Group, Charlottesville Redevelopment and Housing Authority (CRHA), Homeless Agency, etc.

The Region Ten Community Services Board provides comprehensive diagnosis, treatment and training for persons with Serious Mental Illness and chemical dependence for persons within the Planning District. Region Ten administers Continuum of Care (CoC) Permanent Supportive Housing projects, using a scattered site model. Region Ten also serves people with housing in apartments or Single Room Occupancy (SRO) units with funding through the Virginia Department of Behavioral Health and Developmental Services (DBHDS). Region Ten administers about 220 Housing Choice Vouchers. Region Ten provides case management services.

The Blue Ridge Health District (BRHD) administers the Housing Opportunities for People With AIDS (HOPWA) program, serving 33 people, with long-term (24 people) or short-term assistance. Qualification for the program is based on a diagnosis of HIV and income. BRHD provides testing, screening, advocacy, housing assistance and case management for people with HIV or those at high risk for HIV infection. The Health District also houses the SSI/SSDI Outreach Access and Recovery (SOAR) program. SOAR is a national program designed to increase access to the disability income benefit programs administered by the Social Security Administration for eligible adults who are experiencing or at risk of homelessness and have a mental illness, physical impairment or co-occurring substance use disorder. BRHD partnered with BRACH to hire a full time SOAR Benefits Coordinator to work with our local homeless population to obtain their Social Security Benefits.

For people with disabilities, housing foundations in the Counties and projects funded through the Charlottesville Affordable Housing Fund (CAHF) in the City include necessary accessibility features as part of the scope of work for rehabilitation and emergency repair projects.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

One of the greatest insights from the regional Community Needs Assessment conducted during the development of the current FY 2022-2027 Consolidated Plan is the several lack of affordable rental units, both in the city and across the larger metropolitan area served by the Thomas Jefferson HOME Consortium members. This condition is greatly exacerbated by the significant rise of home prices during the course of the COVID pandemic that has driven the median purchase price within the city up on average 3.5% year-over-year, up from approximately $360,000 in June of 2020 to a little over $456,000 in June of 2023 according to Redfin calculations of home sales data from MLS and/or public records.

Based on these insights, the city has reemphasized its efforts to preserve and expand the current stock of affordable rental units. For example, the city is in the final stages of approval for funding agreements that will direct our portion of the recent HOME-ARP award to supporting critical rehabilitations necessary to preserve and maintain 7 or more residential rental units as affordable to households at or below 60% of the local Area Median Income (AMI). (Note: HUD currently identifies the local AMI for the Charlottesville Metropolitan Statistical Area at $123,300 for a household of four.)

Land use and zoning policies have historically been discriminatory in Charlottesville, a practice that has severely limited residential development and the overall supply of housing, especially for residents at the lower end of the income spectrum. These policies are further compounded by community resistance to change the land use policies that reinforce and prioritize preserving existing single-family neighborhoods over the development of new affordable housing that would provide and expand housing options in the community. As mentioned above, the city is working on a wholesale rewrite of its Zoning Ordinance that, when adopted, will emphasize new inclusionary policies and other provisions designed to eliminate long-standing barriers to affordable housing.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Charlottesville performs on-site monitoring visits on an annual basis for CDBG projects that have been completed during the program year with assistance from the finance department. Consistent with previous years, City staff will review sub-recipient program files to ensure compliance with CDBG requirements and to verify that the benefit standard was being met. Projects that are found to be in violation or whose files were missing pertinent information will receive notices from the City and will be provided an opportunity to address and correct any problems. The City will conduct follow-up monitoring visits to ensure corrective actions are carried out.

The HOME Consortium maintains annual monitoring plans. This year included desk reports from rental providers, as well as a site visit to Skyline CAP to review their files, procedures, and rental units. TJPDC will provide follow-up on findings. During the coming Program Year, a site visit will be conducted with Fluvanna/Louisa Housing Foundation.

TJPDC carries out HOME desk reviews throughout the year, with oversight from the Finance Director and Executive Director. On-site monitoring of all subrecipients is done annually and includes monitoring of program activities and financial management. On-site visits are not required for subrecipients with no staffing changes, with no significant change in the type of projects carried out, and who have no outstanding findings from previous monitoring visits or financial audits. No sub-recipient will go more than three years without an on-site monitoring visit.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

A virtual public comment period was held from August 15 to 30, 2023, advertised in the Daily Progress, the Fluvanna Review, and The Central Virginian. The draft CAPER was also made available at City Hall, on the City of Charlottesville website, and on the Thomas Jefferson Planning District Commission (TJPDC) website. The August City Council Meeting also included a public hearing for the CAPER, as well as the September 7th TJPDC public commission meeting. Input was requested and received from the Blue Ridge Area Coalition for the Homeless (BRACH), the Charlottesville Redevelopment and Housing Authority (CRHA), Piedmont Housing Alliance (PHA), the Thomas Jefferson Health District, and Region Ten.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

Charlottesville has not specifically changed its approach to establishing objectives for its CDBG & HOME programs going forward. Our work in recent years, however, has increased our awareness of the depth of need in our community for: affordable housing and rental options; critical repairs and energy upgrades to assist low-income households, especially as we encounter the increasing effects of global climate change; and programs to eliminate or reduce physical barriers encountered by mobility-impaired persons, especially in regards to accessing public facilities and amenities like parks and public buildings like restaurants, especially as much of our public infrastructure is old, typically predating the 1973 Americans with Disabilities Act.

Based on our learnings, the city anticipates increasing its emphasis on programs to expand affordable homeownership and rental options for income-qualified residents residents and homeless populations, as well as on programs designed to eliminate physical barriers encountered by mobility-impaired persons, especially in regards to accessing public facilities and amenities like parks and public buildings like restaurants, especially as much of the city's public infrastructure is old, often predating the 1973 Americans with Disabilities Act.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 24 CFR 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in 24 CFR §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

HOME-assisted rental units are owned and managed by sub-recipients of the Charlottesville HOME Consortium. Sub-recipients share a role in the administration of the HOME program, including inspection of rental units. For units with tenants using Housing Choice Vouchers, which constitute the majority of rental units, Charlottesville HOME Consortium Sub-recipients have reciprocal agreements to perform inspections on units owned and managed by another subrecipient. For HOME-assisted units with no rental assistance, the sub-recipient performs inspections at least annually to identify any maintenance issues, and to replace smoke detectors and filters. Inspections may be done more frequently, if there is a concern about the tenant. Some subrecipients, such as AHIP, have inspectors on staff. Others hire inspectors to identify the outcomes of contractors' work. All rental units are inspected annually, including the City - and County-assisted units at the Crossings.

TJPDC conducts site visits, including visits to affordable housing units, with subrecipients. This year, TJPDC visited two properties developed and maintained by Skyline CAP in Greene County. The sites were maintained in good condition. No issues were detected.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)

All HOME projects are carried out by HOME Consortium subrecipients. These organizations have developed extensive networks with agencies and organizations in their localities to create a steady stream of referrals for HOME programs. Public outreach is carried out through a variety of means. This year the HOME Consortium updated its Affirmative Marketing Policy, and will be using the guide to enhance future efforts.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

IDIS Activity ID	Amount	Owner/Tenant	AMI	Race	Type	Locality
1884	$22,560.45	Owner	30-50	White	Single	Charlottesville
1827	$17,509.94	Owner	60-80	White	Two Parents	Charlottesville
1825	$225.00	Owner	30-50	Black/AA	Elderly	Nelson
405	$693.05	Owner	50-60	Black/AA	Two Parents	Nelson
1730	$656.25	Owner	30-50	White	Two Parents	Nelson
609	$789.74	Owner	60-80	Black/AA	Single Parent	Nelson
1574	$1,673.90	Owner	50-60	White	Two Parents	Nelson
309	$750.00	Owner	60-80	White	Two Parents	Nelson
1863	$15,559.09	Owner	0-30	White	Single	Nelson
1968	$7,022.46	Owner	0-30	Black/AA	Single	Nelson
2014	$13,446.00	Owner	30-50	Black/AA	Elderly	Nelson
1849	$9,577.02	Tenant	30-50	White	Family of 3	Greene

PI data

Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 24 CFR 91.320(j)

Subrecipient organizations maintain continual contact with their local community members, assessing the needs for affordable housing units, homeowner rehabilitation for low-income households, and other needs. The Grants Manager at TJPDC attends regular meetings in most jurisdictions, listening to the needs and opportunities expressed by service providers, community members, locality staff, and leaders in housing and homelessness efforts. TJPDC participates in the USDA Housing Preservation Grant, allowing subrecipients to increase their rates of rehabilitating low-income housing. TJPDC also participates in the Virginia Eviction Reduction Program, which assists low-income households in addressing rent issues to prevent eviction. The City of Charlottesville provides extensive funding to affordable housing efforts, as evidenced in section 15 of this report, regarding Match funds.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

No activities required Section 3 implementation.

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 14 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes,preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					

Table 15 – Qualitative Efforts - Number of Activities by Program

Blue Ridge Cigarette Tax Board

September 2023

BRCTB

1

Regional Cigarette Tax Board

How It Works

- Blue Ridge Cigarette Tax Board established October 2021. Members are Albemarle, Augusta, Fluvanna, Greene, Madison, and Orange counties; Charlottesville; Town of Madison
- New local taxes levied effective Jan. 2022
- Work with about 25-30 distributors who submit monthly reports on sales and remit revenue, designated by jurisdiction, minus 2% discount
- TJPDC tracks/reconciles stamp purchases/pack sales/revenues
- TJPDC distributes revenue to BRCTB members, net actual administrative costs and any adjustments on a monthly basis

2

Regional Cigarette Tax Board

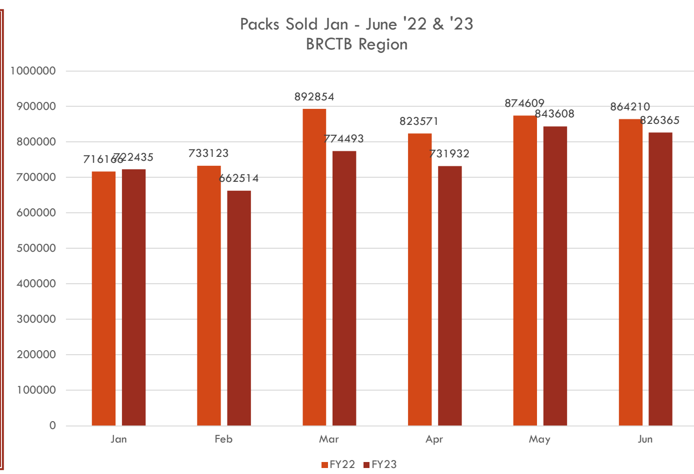
Cigarette Sales and Tax Revenue Generated

- July 2023 revenue: ~$271,000
- Jan – June 2023: ~$1.38 million
- Total packs sold (Jan – June): ~4.5 million
- Admin costs (Jan - June): ~$53,000
- Of note:
  - Overall, packs sold and revenues are slightly declining year over year
  - Expenses continue to track below initial projections

3

Regional Cigarette Tax Board

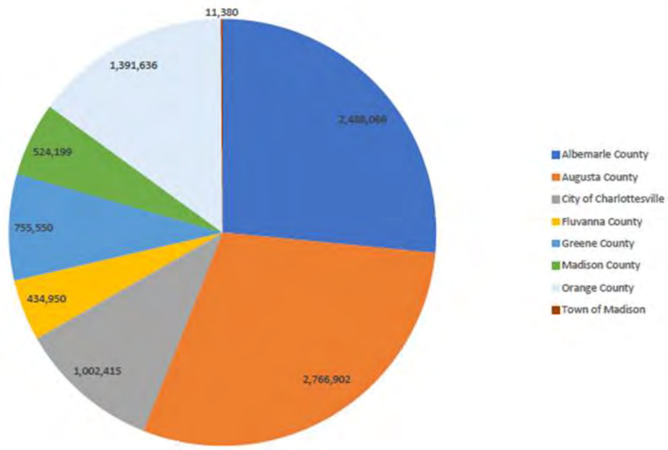
Packs Sold Jan – June FY22 & FY23 Comparison



4

Regional Cigarette Tax Board

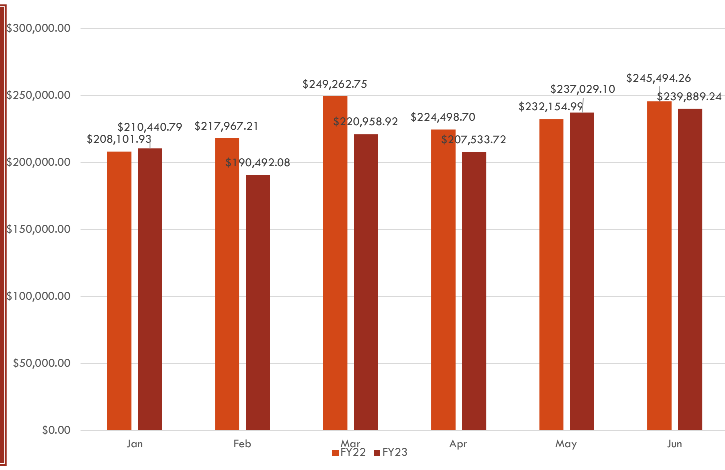
FY23 Total Packs Sold by Jurisdiction



5

Regional Cigarette Tax Board

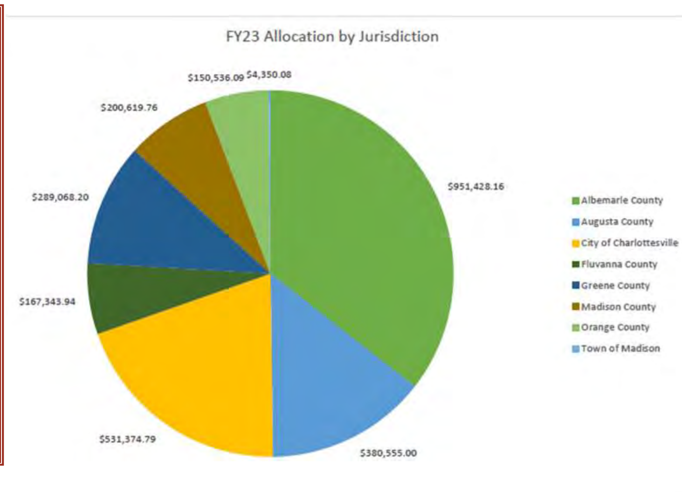
Total Allocation Jan – June FY22 & FY23 Comparison



6

Regional Cigarette Tax Board

FY23 Allocation by Jurisdiction



7

Regional Cigarette Tax Board

What's New with the Board?

- Board met twice (April and July)
- Approved FY24 budget of $2,540,980
- Set the reserve fund amount at $40,000; initial return to be based on start-up packs sold ratio; future distributions to be based on the packs sold ratio in effect for the relevant month
- Approved a policy on erroneous collections of cigarette taxes
- Approved investment of BRCTB funds with the Virginia Investment Pool (VIP)

8

Regional Cigarette Tax Board

Compliance Efforts

- Goal: Initial goal to educate, inform and work with retailers/distributors to ensure compliance
- Over 220 retailers visited over past year
- Most retailers are in compliance or are working toward compliance
- June: "Reminders" memo on reporting and compliance issues and debuted web-based address verification app

9

Regional Cigarette Tax Board

What's Ahead?

- Board to formalize process/procedures to guide compliance measures
- All retailers expected to be in full compliance by end of 2023
- Distributor registration/permitting process to be tightened for CY24
- Meeting of the four regional boards and a "stamping process" field trip (Fall?)

10

Regional Cigarette Tax Board

Blue Ridge Cigarette Tax Board

https://tjpdc.org/brctb/

11

Virginia Telecommunication Initiative (VATI) 2022
Broadband Project

Partners for Broadband Solutions in Central Virginia

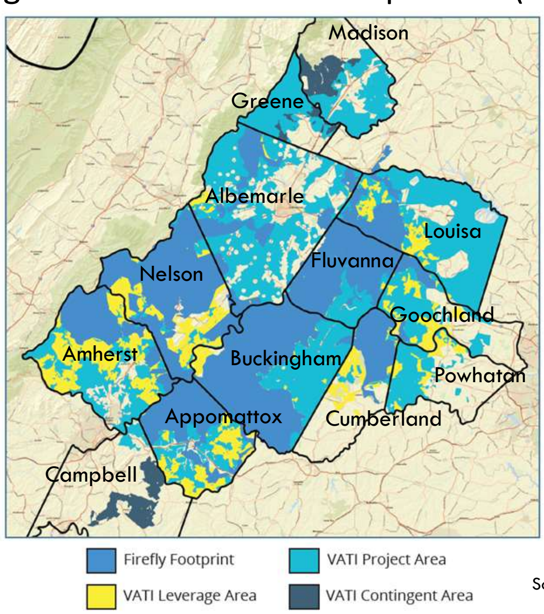
September 7, 2023

Thomas Jefferson Planning District Commission

1

VATI 2022 Grant supports Firefly's Regional Internet Service Expansion (RISE) Project

36
Months



Source: FIREFLY

13
Counties

2

Virginia Telecommunication Initiative (VATI) 2022 Broadband Project

By the Numbers

$288M
Project

$79M
DHCD

$209M
Matching Funds

13
County Partners

4
Utility Partners

3 Year Project

36,000 Businesses and Residential Passings

3

Highlights

4

Held Quarterly Stakeholder's Meeting August 31, 2023

5

Financial Management

- Reviewed, verified, and submitted sixth set of remittance requests to DHCD and several counties
- Receiving and processing sets of reimbursements is continuing to flow
- As of August 28, 2023, $13.8M has been processed through TJPDC's books; $10.5M DHCD match, $3M County match, and $ 311K for administering the grant.

6

VATI 2022 Project Progress

July Report submitted to DHCD in August 2023

- 386 miles of field data collection
- 1,610 miles of fiber design
- 798 miles of make ready construction
- One communications hut set
- 306 miles of aerial fiber placement
- 224 miles of underground fiber placement
- 216 miles of splicing
- 3,450 passings

7

Site Visits

8

Greene County
March 24, 2023

Underground Fiber installation.

9

Nelson and Amherst County
April 25, 2023

Splicing operation.

10

Visit to CVEC (Firefly) Headquarters
May 18, 2023

Project Management Presentation and Tour of Supply Area



11

Joined DHCD on Site Visit in Louisa County
May 31, 2023

Mt. Hope Communication Hut, Aerial Installation, Splicing Operation




12

Fluvanna County
June 23, 2023

Completed Underground Fiber Installation

13

Greene County
July 5, 2023

Placement of communication hut at the
Stanardsville substation

14

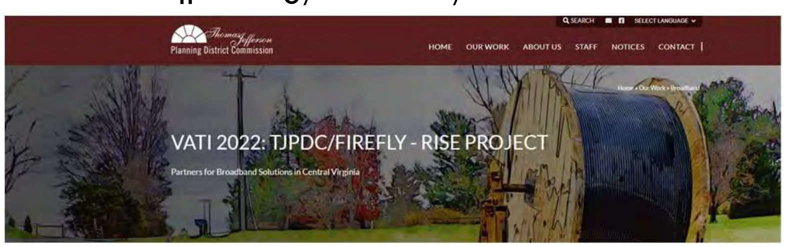
Nelson County
August 20, 2023

Aerial Fiber Road Crossing - Route 29

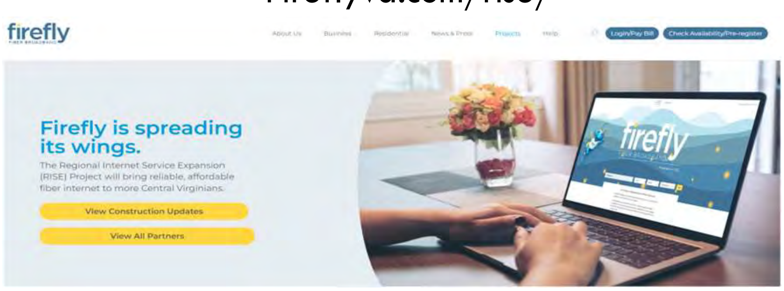
15

For Additional Information/Updates

Tjpdc.org/our-work/broadband



Fireflyva.com/rise/



16

Thomas Jefferson Planning District Commission
Regional Vision ▪ Collaborative Leadership ▪ Professional Service

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)
Minutes, June 1, 2023

COMMISSIONERS PRESENT	IN PERSON	REMOTE	STAFF PRESENT	IN PERSON	REMOTE
City of Charlottesville			Christine Jacobs, Executive Director		x
Michael Payne	x		David Blount, Deputy Director	x	
Liz Russell			Ruth Emerick, Chief Operating Officer	x	
Albemarle County			Sandy Shackelford, Planning and Transportation Director		
Ned Gallaway, Chair	x		Laura Greene, Director of Finance		
Jim Andrews	x		Laurie Jean Talun, Regional Housing Grants Manager		x
Fluvanna County					
Tony O'Brien, Vice Chair					
Keith Smith, Treasurer					
Greene County					
Dale Herring					
Andrea Wilkinson	x				
Louisa County					
Rachel Jones			**GUESTS/PUBLIC PRESENT**		
Tommy Barlow	x		Alexandra Tranmer		x
Nelson County			Darrell Booker		x
Jesse Rutherford	x				
Ernie Reed	x				

1. CALL TO ORDER:

a. Call to Order, Roll Call:

The Thomas Jefferson Planning District Commission (TJPDC) Commission Chair, Ned Gallaway, presided and called the meeting to order at 7:00 pm. Ruth Emerick took attendance by roll call, and a quorum was not certified as present until Michael Payne arrived at 7:35 pm, during agenda item 3b.

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. PRESENTATION, PUBLIC HEARING, DISCUSSION:

a. **Housing Preservation Grant**

Laurie Jean Talun, Regional Housing Grants Manager, gave an overview of the USDA Housing Preservation Grant program, including activities in previous grant years and information about the pre-application process for the 2023 grant.

b. **Comprehensive Economic Development Strategy (CEDS)**

Ruth Emerick, Chief Operating Officer, introduced Alexandra Tranmer and Darrell Booker from Camoin Associates as the consultants working with the TJPDC and RRRC on the CEDS project. The Camoin team gave a presentation on activities with the CEDS Strategy Committee, the draft interim data report, and planned activities leading into the fall.

4. CONSENT AGENDA: Action Items

a. **Minutes of May 4, 2023 Meeting**

b. **May 4, 2023 Closed Session Certificate Form**

c. **March and April Financial Reports**

Christine Jacobs reviewed the May 4, 2023 meeting minutes, closed session certificate, and Financial Reports for March and April.

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

5. NEW BUSINESS:

a. **None**

6. RESOLUTIONS:

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

Motion/Action: On a motion by Michael Payne, seconded by Ernie Reed, the Commission unanimously adopted the resolution of Intergovernmental Review and Project Support for the USDA Housing Preservation Grant.

b. Resolution to Elect Officers for Fiscal Year 2024

Motion/Action: On a motion by Jesse Rutherford, seconded by Andrea Wilkinson, the Commission unanimously adopted a resolution to elect the following TJPDC officers for Fiscal Year 2024: Ned Gallaway, Chair (Albemarle County); Tony O'Brien, Vice Chair (Fluvanna County); Keith Smith, Treasurer (Fluvanna County); and Christine Jacobs, Treasurer (Staff).

7. EXECUTIVE DIRECTOR'S REPORT:

Monthly Report:

Project milestones for VATI were shared, including the completion of 387 miles of field data collection, 1,617 miles of fiber design, 512 miles of make ready work, one communication hut set, 175 miles of aerial fiber placement, 168 miles of underground fiber placement, 157 miles of splicing, and 990 passings. Staff conducted a site visit to CVEC's headquarters in May. The TJPDC was informed that our VATI 2023 application was not selected for funding.

Staff continue to work with Virginia Housing Alliance to recruit an AmeriCorps VISTA member to support strategic plan implementation for the Regional Housing Partnership (RHP). The RHP will hold a special session in July. The partnership, along with invited guests will engage in a moderated discussion on Albemarle County's affordable housing developer incentives package.

Staff continue to work on behalf of the Thomas Jefferson Regional HOME Consortium with subrecipient organizations to establish contracts for HOME-ARP projects so funding can be committed. Most recently, an agreement was executed with the Blue Ridge Area Coalition for the Homeless to provide McKinney Vento services to people who are at risk of homelessness. Other subrecipients include the Fluvanna Louisa Housing Foundation, the Nelson County Community Development Foundation, and Social Services in Greene County. The City of Charlottesville will release a Notice of Funding Opportunity in the coming weeks to identify a subrecipient.

Staff are pleased to share that the draft Six Year Improvement Plan (SYIP) that will go before the Commonwealth Transportation Board (CTB) recommends $119,370 to launch a regional Mobility Management Program. The required local match will come from local per capita funds, as detailed in the FY24 budget. Staff released a Request for Proposals and are meeting with prospective partners in the next few weeks. Staff are also beginning to meet with agencies who are interested in receiving mobility management services (such as through a supported volunteer driver program).

The Regional Transit Governance Study is in the third of five phases. The consultant team is currently working on identifying potential revenue sources to support transit in the area. Staff are scheduling meetings in each jurisdiction to discuss transit needs and local goals and questions about the project.

Regional Transit Partnership (RTP) staff are participating in the Charlottesville Area Alliance's AARP project, which is still in the scoping phase. Staff are also working with the Blue Ridge Heath District on the CHIP plan to improve transportation for health, improve bus stops, and investigate the formation of a transit advisory committee. The April RTP meeting included an annual update by CAT. The May meeting included presentations from local transit providers on their alternative fuels studies as well as presentations by VDOT and DRPT on their Alternative Fuels/EV Infrastructure plans and upcoming grant opportunities. Staff continue to present to interested groups on the Regional Transit Vision Plan.

Staff completed meetings with all six jurisdictions and finalized the scope of work for the consultant Request for Proposals (RFP) to support the USDOT Safe Streets and Roads for All project. The RFP was released May 26th. Proposals will be due back on June 30th and selections are expected to be made by early August.

Staff will begin public engagement on the Long-Range Transportation Plan in mid-June. Staff are working to identify public intercept opportunities and get the word out about both a virtual and in-person open house opportunity. The MPO Policy Board approved the FY24 Unified Planning Work Program at their last meeting.

Staff completed the bike/ped prioritization framework for rural communities to identify priority bike/ped infrastructure. Those resources have been provided to the rural areas. Staff are also working with Nelson County to support two Transportation Alternatives Program (TAP) grant applications – one for an additional phase of funding for the historic Gladstone Depot relocation and restoration project, and one to resubmit an application for sidewalk improvements along Front Street in Lovingston.

8. OTHER BUSINESS:

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

b. **Items for Next Meeting – June 22, 2023 Special Session**
   i. 2023-2026 Strategic Plan Work Session

ADJOURNMENT:

Motion/Action: On a motion by Jesse Rutherford, seconded by Tommy Barlow, the Commission unanimously voted to adjourn the June 1, 2023, Commission meeting at 8:37 pm.

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

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)
Minutes, June 22, 2023
All-Virtual Meeting

Commissioners Present	**In Person**	**Remote**	**Staff Present**	**In Person**	**Remote**
City of Charlottesville			Christine Jacobs, Executive Director	x	
Michael Payne		x	David Blount, Deputy Director		x
Liz Russell		x	Ruth Emerick, Chief Operating Officer	x	
Albemarle County			Gorjan Gjorgjievski, VATI Project Administrative Assistant		x
Ned Gallaway, Chair		x			
Jim Andrews		x			
Fluvanna County					
Tony O'Brien, Vice Chair		x			
Keith Smith, Treasurer		x			
Greene County					
Dale Herring		x			
Andrea Wilkinson		x			
Louisa County					
Rachel Jones		x	**Guests/Public Present**		
Tommy Barlow		x	Lincoln Lewis, Town of Scottsville		x
Nelson County					
Jesse Rutherford		x			
Ernie Reed	x				

***Note**: 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 § **2.2-3708.3**. A recording of the meeting was made available to the public at https://www.youtube.com/channel/UCOuHJzpRDV6rnpIep2Lxj0Q.*

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 7:06 pm. Christine Jacobs read the Notice of Electronic Meeting. Ruth Emerick took attendance by roll call and certified that a quorum was present.

2. PRESENTATION:

a. FY23-26 STRATEGIC PLAN SURVEY RESULTS PRESENTATION:

Christine Jacobs summarized results of the Strategic Plan Survey that was released in May. The survey was sent to elected officials, Chief and Deputy/Assistant Administrative Officers, and Planning/Community Development Directors for all six member jurisdictions, as well as the TJPDC Commissioners. The survey results indicated overall support for the current activities and performance of the TJPDC, with opportunities to explore additional priority areas that other regional planning districts in the Commonwealth provide.

3. WORK SESSION/DISCUSSION:

a. Stop, Start, Continue:

Ruth Emerick led an exercise for the Commissioners to reflect on the results of the Strategic Plan Survey. The Commissioners were asked to respond to the survey results for the strategic priority areas, current programs and projects, services not currently offered, and organizational performance.

b. Open Discussion:

The Commissioners were asked to share general comments on the strategic direction of the organization for any topics that were not sufficiently covered during the Stop, Start, Continue exercise.

c. Next Steps:

Christine Jacobs shared an overview of activities TJPDC staff will engage in as part of the strategic planning process, including team building, succession planning, internal policy and financial review, and building stronger relationships with federal and state agencies and grantors. A draft of the Strategic Plan will be presented to the Commission at their next meeting.

4. ADJOURNMENT:

Motion/Action: On a motion by Tony O'Brien, seconded by Jesse Rutherford, the Commission unanimously voted to adjourn the June 22, 2023, Commission meeting at 8:08 pm.

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

EMPLOYMENT AGREEMENT

THIS AGREEMENT, made and entered into this 7th day of September, 2023, by and between the **Thomas Jefferson Planning District Commission**, a Virginia planning district commission, ("**TJPDC**"), and **Christine E.B. Jacobs** ("**Employee**"), both of whom understand and agree as follows:

WITNESSETH:

WHEREAS, the Thomas Jefferson Planning District Commission desires to employ the services of Employee as Executive Director of the TJPDC, as provided by the Regional Cooperation Act (§ 15.2-4200 et al. of the *Code of Virginia*) and the Charter of the Thomas Jefferson Planning District Commission; and

WHEREAS, it is the desire of the Commission to provide certain benefits, establish certain conditions of employment, and to set working conditions of said Employee; and

WHEREAS, it is the desire of the Commission to (1) retain the services of Employee and to provide inducement for her to remain in such employment; (2) to make possible full work productivity by assuring Employee's morale and peace of mind with respect to future security; (3) to act as a deterrent against malfeasance or dishonesty for personal gain on the part of the Employee; and (4) to provide a just means for terminating employee's services at such time as she may be unable to fully discharge her duties or when the Commission may desire to otherwise terminate her employ; and

WHEREAS, Employee desires to accept employment as Executive Director of the Thomas Jefferson Planning District Commission; now

THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

Section 1. Duties

The Thomas Jefferson Planning District Commission hereby agrees to employ Employee as Executive Director to perform the functions and duties of Executive Director as specified in the Commission's Charter and policies and to perform such other legally permissible and proper duties and functions as the Commission shall from time-to-time assign.

Section 2. Term

A. This agreement shall be for a one (1) year term ending September 7, 2024. Nothing in this agreement shall prevent, limit, or otherwise interfere with the right of the Commission to terminate the services of Employee at any time, subject only to the provisions set forth in Section 9, paragraph A, of this agreement.

B. Nothing in this agreement shall prevent, limit, or otherwise interfere with the right of the Employee to resign at any time from her position with TJPDC subject only to the provision set forth in Section 9, paragraphs B and C, of this agreement.

C. In the event written notice is not given by either party at least sixty (60) days prior to the termination date as herein provided, this agreement shall be extended on the same terms and conditions for an additional one (1) year term and shall continue to renew annually until the required notice is given by either party.

Section 3. Salary

The TJPDC agrees to pay Employee for her services rendered pursuant hereto an annual base salary of $115,721.50 payable in installments at the same time as other employees of TJPDC are paid. Employee will be evaluated by June of each year by the Commission or a committee thereof, at which time, TJPDC may, in its sole discretion, increase said base salary and/or other benefits of Employee in such amounts and to such an extent as the Commission may determine it is desirable to do so on the basis of that performance evaluation and such other factors as it may determine. Any salary increase awarded shall be effective for the pay period beginning July 1 of the next fiscal year.

Section 4. Hours of Work

It is generally expected that the Employee will maintain regular office hours consistent with the established normal business hours of TJPDC. However, it is recognized that Employee must devote significant time outside normal office hours to the business of TJPDC, and to that end Employee will be allowed to take compensatory time off up to an equivalent amount of time worked beyond those of normal office hours.

Section 5. Automobile Allowance

The Employee may use her personal automobile for Commission related business. Mileage will be reimbursed at the rate approved by the Commission for all employees and trip reimbursed mileage will be from Commission office to destination and return. The Employee shall be responsible for paying for any liability, property damage, and comprehensive insurance and for the purchase, operation, maintenance, repair, and regular replacement of said personal automobile.

Section 6. Dues and Subscriptions

TJPDC agrees, at its sole discretion, to budget and to pay the professional dues and subscriptions of Employee necessary for her continuation and full participation in national, regional, state, and local associations and organizations necessary and desirable for her continued professional participation, growth, and advancement, and for the good of TJPDC.

Section 7. Professional Development

A. TJPDC agrees, at its sole discretion, to budget and to pay the travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other functions for TJPDC, including but not limited to state, regional and local governmental meetings as mutually agreed upon by the Employee and the Commission.

B. TJPDC also agrees, at its sole discretion, to budget and to pay for the travel and subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for her professional development and for the good of the Commission.

C. TJPDC also agrees, at its sole discretion, to budget and to pay for education assistance, at a 1:1 ratio, that contributes to Employee's value to the TJPDC.

Section 8. General Expenses

A. TJPDC agrees that it will reimburse Employee for the reasonable costs of her personal cellular telephone or provide her with such a phone, at her discretion. Employee will also be provided a parking garage pass at the expense of TJPDC.

B. TJPDC recognizes that certain expenses of a non-personal and generally job-affiliated nature are incurred by Employee, and hereby agrees to reimburse or to pay said general expenses, and the Director of Finance is hereby authorized to disburse such monies upon receipt of duly executed expense vouchers, receipts, statements, or personal affidavits.

Section 9. Termination and Severance Pay

A. In the event Employee is terminated by the Commission before expiration of the aforesaid term of employment and during such time that Employee is willing and able to perform the duties of Executive Director, TJPDC agrees to pay Employee a lump sum cash payment equal to ninety (90) days aggregate salary, provided, however, that in the event Employee is terminated because of conviction of any illegal act involving personal gain to her, TJPDC shall have no obligation to pay the aggregate severance sum designated in this paragraph.

B. In the event Employee voluntarily resigns her position with TJPDC before expiration of the aforesaid term of employment, then Employee shall give TJPDC no less than sixty (60) days notice in advance.

C. In the event the Executive Director leaves TJPDC employment for any reason, the Executive Director agrees she will not represent any interest, other than a personal interest, before the Commission for a period of one year from date of separation, without prior approval of the TJPDC.

Section 10. Other Terms and Conditions of Employment

A. TJPDC shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this agreement, the *Code of Virginia*, or any other law.

B. The Employee will accumulate annual leave at a rate of 18 days per year. All provisions of the *Code of Virginia* and regulations and rules of TJPDC relating to vacation and sick leave, retirement and pension system contributions, holidays, and other fringe benefits and working conditions as they now exist or hereafter may be amended, also shall apply to Employee as they would to other employees of TJPDC. This shall be in addition to said benefits enumerated specifically for the benefit of the Employee, except as herein provided.

Section 11. General Provisions

A. This agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.

B. This agreement shall become effective commencing September 7, 2023.

C. If any provision, or any portion thereof, contained in this agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

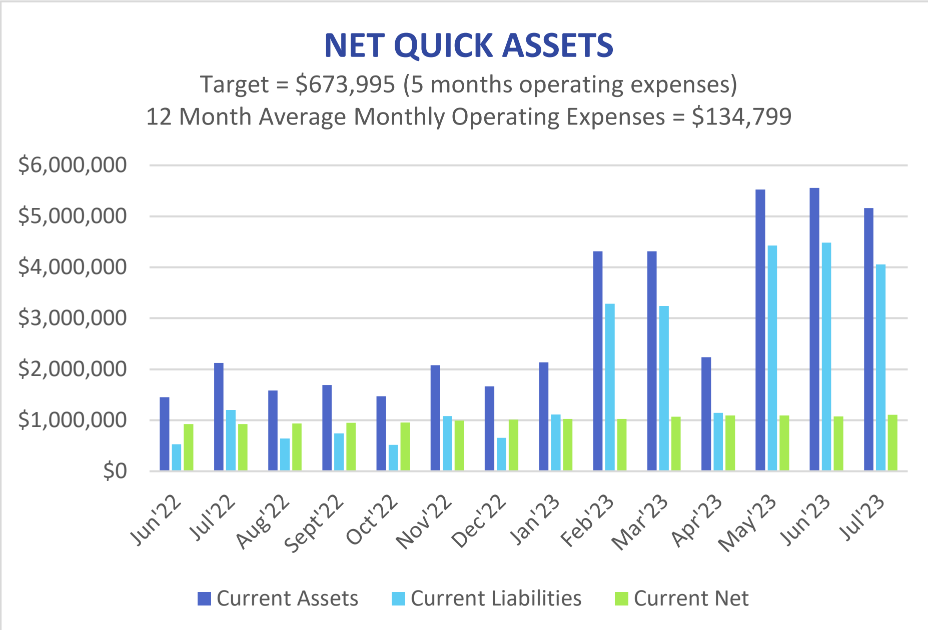
IN WITNESS WHEREOF, the Thomas Jefferson Planning District Commission has caused this agreement to be signed and executed in its behalf by the Chairperson of the Commission, and the

Employee has signed and executed this agreement, both in duplicate, the day and year first above written.

Ned Gallaway, Commission Chair
Thomas Jefferson Planning District Commission
Charlottesville, VA 22902

Christine Jacobs

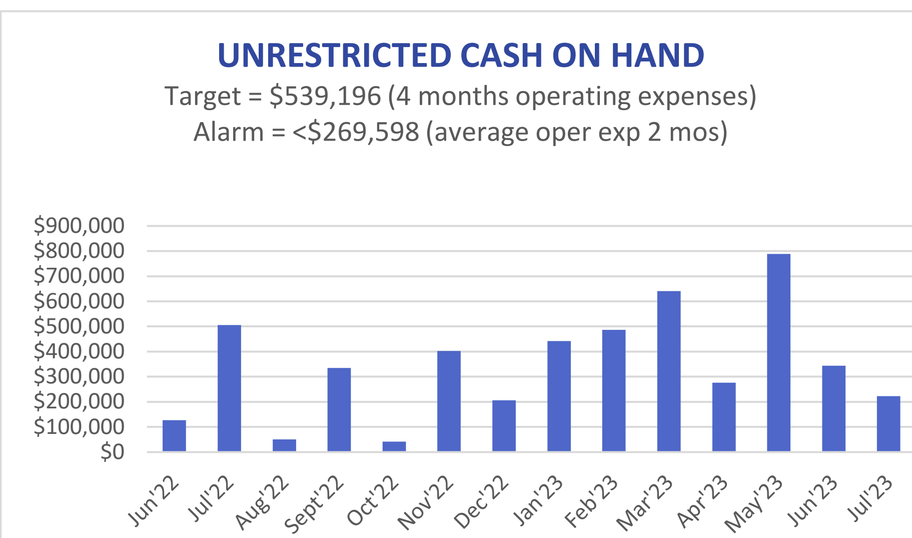
FY 24 FINANCIAL DASHBOARD
Through July 2023



MONTHLY NET QUICK ASSETS

Jun'22 = $926,324
Jul'22 = $924,190
Aug'22 = $940,983
Sept'22 = $948,946
Oct'22 = $959,348
Nov'22 = $995,511
Dec'22 = $1,012,725
Jan'23 = $1,025,890
Feb'23 = $1,028,551
Mar'23 = $1,067,654
Apr'23 = $1,092,951
May'23 = $1,097,425
Jun'23 = $1,073,885
July'23 = $1,106,536

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 July 2023, the TJPDC had 8.21 months of operating expenses. The rolling twelve-month average operating expenses increased to $134,799. The 3-month average operating expenses are $148,326. Actual operating expenses for May, June and July were $140,609, $163,980, and $140,390 respectively. Capital reserves = $1,106,536 - $673,995 = $432,541.



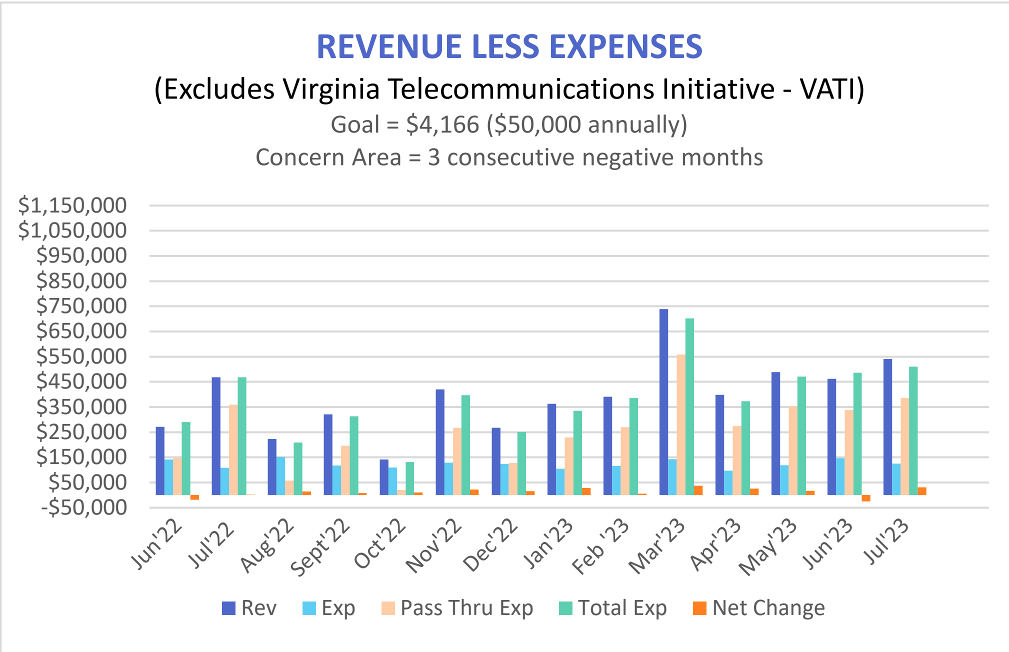
UNRESTRICTED CASH ON HAND consists of funds held in checking and money market accounts immediately available to TJPDC for expenses. Cash does not include pass-through deposits in transit. Total cash minus notes payable minus deferred revenue = Unrestricted Cash on Hand.

MONTHS OF UNRESTRICTED CASH divides unrestricted cash on hand by the agency's average monthly operating expenses to

FY 24 FINANCIAL DASHBOARD
Through July 2023

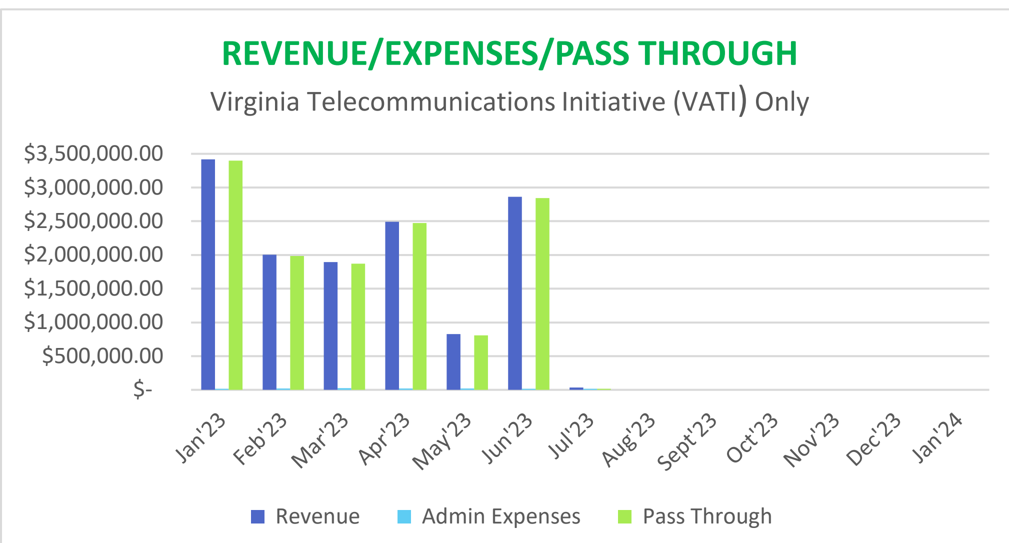
give the number of months of operation without any additional cash received. July's financials indicate that there were 1.65 months of unrestricted cash on hand available.

NET REVENUE:



MONTHLY NET REVENUE

Jun'22 = ($14,029)
Jul'22 = $982
Aug'22 = $14,516
Sept'22 = $7,741
Oct'22 = $10,072
Nov'22 = 22,587
Dec'22 = 15,424
Jan'23 = $28,072
Feb'23 = $5,679
Mar'23 = $35,561
Apr'23 = $24,332
May'23 = $17,601
Jun'23 = ($24,309)
Jul'23 = $30,661



MONTHLY ADMIN

Jan'23 = $16,157
Feb'23 = $19,917
Mar'23 = $23,106
Apr'23 = $18,772
May'23 = $21,592
Jun'23 = $16,734
Jul'23 = $15,531

NET REVENUE is the surplus or shortfall resulting from monthly revenues minus expenses. In order to prevent skewing of the data, pass through revenue and expenses from the Virginia Telecommunications Program (VATI) have been removed from the Revenue Less Expenses graph/data above and will be reported separately in a VATI revenues and expenses graph (above). **The agency's net gain/loss in May and June was $17,601 and ($24,309).**

FY 24 FINANCIAL DASHBOARD
Through July 2023

The net loss in June can be attributed to leave taken, year-end bonuses, and the expected clean-up of financial records to date. Fiscal Year 2023 ended with a net gain of $129,611.

The agency's net gain in July was $30,661. (Expenses are revised over time as they may be reclassified from operating expenses to assets). VATI revenues, expenses, and pass through amounts are reported separately above. The June Accrued Revenue Report illustrated that all programs were either closed or rolled over into the next fiscal year. The July Accrued Revenue Report shows total average available funds of $209,136 for the remaining 11 months in FY24 which is ample revenue to cover projected expenses. Actual operating expenses for July were $140,390. Additionally, continued reconciliations and associated adjustments to accounts receivable and deferred revenue may affect the reported FY23 net gain.

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 2023

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09/01/23
Accrual Basis

	May 23	Budget	Jul '22 - May 23	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
41100 · Federal Funding Source	948,249	2,309,066	10,140,844	24,296,212	26,552,704
4120 · State Funding Source	73,282	107,339	869,060	1,180,728	1,288,067
4130 · Local Source	278,002	1,319,467	4,734,136	12,937,795	14,009,883
42000 · Local Match Per Capita	12,756	15,836	129,018	142,714	160,848
4280 · Interest Income	3,951	2,501	31,287	27,504	30,005
Total Income	1,316,239	3,754,209	15,904,344	38,584,953	42,041,507
Gross Profit	1,316,239	3,754,209	15,904,344	38,584,953	42,041,507
Expense					
61000 · Personnel	102,118	114,255	1,026,164	1,218,860	1,330,816
6900 · Overhead Allocation	(51)	8,962	(334)	74,550	81,994
62391 · Postage Expense	0		0	0	0
6240 · Advertising	3,525	1,978	15,083	22,046	24,160
62394 · Audit -Legal Expenses	3,500	3,800	26,742	30,300	31,800
6258 · Bank Charges	50	0	358	0	0
6260 · COGS	0	0	4,350	0	0
6281 · Dues	317	1,096	8,545	12,054	13,150
63210 · Equipment/Data Use	107	1,810	49,376	20,084	21,894
6259 · Finance Charges	6		6		
62850 · Insurance	558	583	7,173	6,626	7,209
6345 · Janitorial Service	164	292	3,138	3,208	3,500
6450 · Meeting Expenses	506	473	7,271	5,201	5,674
6310 · Postage	0	193	1,734	2,132	2,325
62890 · Printing/Copier	229	575	4,968	6,037	6,619
62401 · Professional Dev-Conference	575	2,553	51,061	28,390	30,915
6320 · Rent	8,505	10,028	92,770	107,263	116,942
6280 · Subscription-Publications	0	42	267	458	500
6290 · Supplies	479	2	9,049	24	26
6600 · Telephone	543	685	5,751	7,540	8,225
62410 · TJPDC Contractual	18,290	11,802	99,860	130,444	142,296
6382 · Contractual Service Grants	0	10,594	0	10,594	10,594
63300 · Travel	1,189	5,650	16,010	62,190	67,840
63315 · Legislative Liaison	0	0	0	0	0
Total Expense	140,609	175,374	1,429,344	1,748,002	1,906,480
Net Ordinary Income	1,175,630	3,578,835	14,475,000	36,836,951	40,135,027
Other Income/Expense					
Other Expense					
83000 · HOME Pass-Through	31,509	167,565	360,543	894,413	982,145
8399 · Grants Contractual Services	1,126,519	3,272,392	13,960,537	35,648,934	38,718,074
Total Other Expense	1,158,029	3,439,957	14,321,080	36,543,347	39,700,218
Net Other Income	(1,158,029)	(3,439,957)	(14,321,080)	(36,543,347)	(39,700,218)
Net Income	**17,601**	**138,878**	**153,920**	**293,603**	**434,808**

Thomas Jefferson Planning District Commission 2:58 PM

Consolidated Profit and Loss

09/01/23

June 2023

Accrual Basis

	Jun 23	Budget	Jul '22 - Jun 23	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
41100 · Federal Funding Source	2,624,582	2,256,492	12,765,426	26,552,704	26,552,704
4120 · State Funding Source	86,675	107,339	955,735	1,288,067	1,288,067
4130 · Local Source	601,225	1,072,088	5,335,361	14,009,883	14,009,883
42000 · Local Match Per Capita	20,544	18,134	149,562	160,848	160,848
4280 · Interest Income	3,922	2,501	35,208	30,005	30,005
4999 · Prior Year Rev Corr	(14,432)		(14,432)		
Total Income	3,322,516	3,456,554	19,226,861	42,041,507	42,041,507
Gross Profit	3,322,516	3,456,554	19,226,861	42,041,507	42,041,507
Expense					
61000 · Personnel	137,843	111,955	1,164,008	1,330,816	1,330,816
6900 · Overhead Allocation	334	7,445	0	81,994	81,994
62391 · Postage Expense	0		0	0	0
6240 · Advertising	947	2,114	16,030	24,160	24,160
62394 · Audit -Legal Expenses	1,075	1,500	27,817	31,800	31,800
6258 · Bank Charges	30	0	388	0	0
6260 · COGS	0	0	4,350	0	0
6281 · Dues	767	1,096	9,312	13,150	13,150
63210 · Equipment/Data Use	650	1,810	50,026	21,894	21,894
6259 · Finance Charges	0		6		
62850 · Insurance	558	583	7,731	7,209	7,209
6345 · Janitorial Service	(221)	292	2,917	3,500	3,500
6450 · Meeting Expenses	254	473	7,525	5,674	5,674
6310 · Postage	214	193	1,948	2,325	2,325
62890 · Printing/Copier	170	582	5,139	6,619	6,619
62401 · Professional Dev-Conference	1,753	2,525	52,815	30,915	30,915
6320 · Rent	8,205	9,679	100,975	116,942	116,942
6280 · Subscription-Publications	47	42	314	500	500
6290 · Supplies	110	2	9,160	26	26
6600 · Telephone	507	685	6,258	8,225	8,225
62410 · TJPDC Contractual	9,462	11,852	109,322	142,296	142,296
6382 · Contractual Service Grants	0	0	0	10,594	10,594
63300 · Travel	1,731	5,650	17,741	67,840	67,840
9999 · Miscellaneous	(457)		(457)		
63315 · Legislative Liaison	0	0	0	0	0
Total Expense	163,980	158,478	1,593,324	1,906,480	1,906,480
Net Ordinary Income	3,158,537	3,298,076	17,633,537	40,135,027	40,135,027
Other Income/Expense					
Other Expense					
83000 · HOME Pass-Through	15,584	87,732	376,127	982,145	982,145
8399 · Grants Contractual Services	3,167,261	3,069,139	17,127,798	38,718,074	38,718,074
Total Other Expense	3,182,845	3,156,871	17,503,926	39,700,218	39,700,218
Net Other Income	(3,182,845)	(3,156,871)	(17,503,926)	(39,700,218)	(39,700,218)
Net Income	**(24,309)**	**141,205**	**129,611**	**434,808**	**434,808**

Thomas Jefferson Planning District Commission
Consolidated Profit and Loss
July 2023

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09/01/23
Accrual Basis

	Jul 23	Budget	Jul 23	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
41100 · Federal Funding Source	191,766	4,268,577	191,766	4,268,577	51,089,831
4120 · State Funding Source	41,241	94,403	41,241	94,403	1,132,838
4130 · Local Source	322,445	244,587	322,445	244,587	4,991,918
42000 · Local Match Per Capita	14,255	14,255	14,255	14,255	171,055
4280 · Interest Income	3,907	2,083	3,907	2,083	25,028
Total Income	573,614	4,623,905	573,614	4,623,905	57,410,670
Gross Profit	573,614	4,623,905	573,614	4,623,905	57,410,670
Expense					
61000 · Personnel	107,553	112,215	107,553	112,215	1,372,621
6900 · Overhead Allocation	0	(1,938)	0	(1,938)	(8,947)
6240 · Advertising	89	2,420	89	2,420	30,719
62394 · Audit -Legal Expenses	0	4,208	0	4,208	53,048
6258 · Bank Charges	0	0	0	0	0
6260 · COGS	0	449	0	449	898
6281 · Dues	3,092	1,104	3,092	1,104	13,246
63210 · Equipment/Data Use	2,307	2,393	2,307	2,393	35,242
6259 · Finance Charges	0		0		0
62850 · Insurance	1,046	575	1,046	575	6,985
6345 · Janitorial Service	415	500	415	500	6,000
6450 · Meeting Expenses	443	832	443	832	10,055
6310 · Postage	444	190	444	190	2,284
62890 · Printing/Copier	148	494	148	494	6,471
62401 · Professional Dev-Conference	4,537	2,500	4,537	2,500	31,011
6320 · Rent	8,505	9,941	8,505	9,941	119,296
6280 · Subscription-Publications	26	154	26	154	1,850
6290 · Supplies	471	713	471	713	8,741
6600 · Telephone	1,117	749	1,117	749	8,992
62410 · TJPDC Contractual	8,937	11,877	8,937	11,877	144,062
6382 · Contractual Service Grants	0	0	0	0	0
63300 · Travel	1,260	3,226	1,260	3,226	39,642
9999 · Miscellaneous	0		0		0
63315 · Legislative Liaison	0	0	0	0	0
Total Expense	140,390	152,603	140,390	152,603	1,882,216
Net Ordinary Income	433,224	4,471,302	433,224	4,471,302	55,528,454
Other Income/Expense					
Other Expense					
83000 · HOME Pass-Through	109,877	134,857	109,877	134,857	653,824
8399 · Grants Contractual Services	292,686	4,328,341	292,686	4,328,341	54,779,815
Total Other Expense	402,563	4,463,198	402,563	4,463,198	55,433,639
Net Other Income	(402,563)	(4,463,198)	(402,563)	(4,463,198)	(55,433,639)
Net Income	**30,661**	**8,104**	**30,661**	**8,104**	**94,815**

Thomas Jefferson Planning District Commission
Balance Sheet Prev Year Comparison
As of May 31, 2023

	May 31, 23	May 31, 22	$ Change
ASSETS			
Current Assets			
Checking/Savings			
1100 · Cash	1,345,402.42	667,641.04	677,761.38
1189 · Capital Reserve	411,094.00	411,094.00	0.00
Total Checking/Savings	1,756,496.42	1,078,735.04	677,761.38
Accounts Receivable			
1190 · Receivable Grants	3,762,569.97	616,543.94	3,146,026.03
Total Accounts Receivable	3,762,569.97	616,543.94	3,146,026.03
Other Current Assets			
1310 · Prepaid Rent	1,125.00	833.34	291.66
1330 · Prepaid Insurance	648.55	8,601.15	-7,952.60
1360 · Prepaid Other	4,680.70	10,123.88	-5,443.18
Total Other Current Assets	6,454.25	19,558.37	-13,104.12
Total Current Assets	5,525,520.64	1,714,837.35	3,810,683.29
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	122,334.57	92,151.29	30,183.28
1499 · Accumulated Depreciation	-108,773.01	-97,816.61	-10,956.40
Total Fixed Assets	27,934.67	8,707.79	19,226.88
TOTAL ASSETS	**5,553,455.31**	**1,723,545.14**	**3,829,910.17**
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2100 · Accounts Payable-General	3,861,578.70	301,089.81	3,560,488.89
Total Accounts Payable	3,861,578.70	301,089.81	3,560,488.89
Credit Cards			
2155 · Accounts Payable Credit Card	5,073.55	4,526.13	547.42
Total Credit Cards	5,073.55	4,526.13	547.42
Other Current Liabilities			
2150 · Accounts Payable Grants	0.00	0.00	0.00
2468 · 401A VRS Contribution	3,252.97	-2,221.54	5,474.51
2469 · Hybrid VRS Contribution	255.46	0.00	255.46
2470 · Hybrid-457	1,373.26	0.00	1,373.26
2800 · Deferred Revenue	556,561.74	471,671.33	84,890.41
Total Other Current Liabilities	561,443.43	469,449.79	91,993.64
Total Current Liabilities	4,428,095.68	775,065.73	3,653,029.95
Long Term Liabilities			
2200 · Leave Payable	41,613.30	39,182.24	2,431.06
Total Long Term Liabilities	41,613.30	39,182.24	2,431.06
Total Liabilities	4,469,708.98	814,247.97	3,655,461.01
Equity			
3000 · General Operating Fund	486,955.51	431,087.62	55,867.89
3100 · Restricted Capital Reserve	411,094.00	411,094.00	0.00
32000 · Unrestricted Net Assets	6,372.95	0.03	6,372.92
3600 · Net Investment in Fixed Assets	25,404.21	0.00	25,404.21
Net Income	153,919.66	67,115.52	86,804.14
Total Equity	1,083,746.33	909,297.17	174,449.16
TOTAL LIABILITIES & EQUITY	**5,553,455.31**	**1,723,545.14**	**3,829,910.17**

Thomas Jefferson Planning District Commission
Balance Sheet Prev Year Comparison
As of June 30, 2023

	Jun 30, 23	Jun 30, 22	$ Change
ASSETS			
Current Assets			
Checking/Savings			
1100 · Cash	712,795.43	561,547.22	151,248.21
1189 · Capital Reserve	411,094.00	411,094.00	0.00
Total Checking/Savings	1,123,889.43	972,641.22	151,248.21
Accounts Receivable			
1190 · Receivable Grants	4,424,586.19	1,007,359.87	3,417,226.32
Total Accounts Receivable	4,424,586.19	1,007,359.87	3,417,226.32
Other Current Assets			
1310 · Prepaid Rent	900.00	833.34	66.66
1330 · Prepaid Insurance	0.00	17,054.15	-17,054.15
1360 · Prepaid Other	8,317.32	13,697.56	-5,380.24
Total Other Current Assets	9,217.32	31,585.05	-22,367.73
Total Current Assets	5,557,692.94	2,011,586.14	3,546,106.80
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	122,334.57	92,151.29	30,183.28
1499 · Accumulated Depreciation	-109,613.51	-98,553.13	-11,060.38
Total Fixed Assets	27,094.17	7,971.27	19,122.90
TOTAL ASSETS	**5,584,787.11**	**2,019,557.41**	**3,565,229.70**
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2100 · Accounts Payable-General	4,101,466.11	624,555.51	3,476,910.60
Total Accounts Payable	4,101,466.11	624,555.51	3,476,910.60
Credit Cards			
2155 · Accounts Payable Credit Card	9,410.53	14,057.30	-4,646.77
Total Credit Cards	9,410.53	14,057.30	-4,646.77
Other Current Liabilities			
2150 · Accounts Payable Grants	0.00	0.00	0.00
2450 · Health Insurance Payable	0.00	1,152.00	-1,152.00
2468 · 401A VRS Contribution	3,057.43	0.00	3,057.43
2469 · Hybrid VRS Contribution	-58.88	0.00	-58.88
2470 · Hybrid-457	515.28	0.00	515.28
2800 · Deferred Revenue	369,417.89	437,127.58	-67,709.69
Total Other Current Liabilities	372,931.72	438,279.58	-65,347.86
Total Current Liabilities	4,483,808.36	1,076,892.39	3,406,915.97
Long Term Liabilities			
2200 · Leave Payable	42,044.25	38,242.56	3,801.69
Total Long Term Liabilities	42,044.25	38,242.56	3,801.69
Total Liabilities	4,525,852.61	1,115,134.95	3,410,717.66
Equity			
3000 · General Operating Fund	486,955.51	431,087.62	55,867.89
3100 · Restricted Capital Reserve	411,094.00	411,094.00	0.00
32000 · Unrestricted Net Assets	6,372.95	0.03	6,372.92
3600 · Net Investment in Fixed Assets	24,901.15	0.00	24,901.15
Net Income	129,610.89	62,240.81	67,370.08
Total Equity	1,058,934.50	904,422.46	154,512.04

Thomas Jefferson Planning District Commission
Balance Sheet Prev Year Comparison
As of June 30, 2023

	Jun 30, 23	Jun 30, 22	$ Change
TOTAL LIABILITIES & EQUITY	**5,584,787.11**	**2,019,557.41**	**3,565,229.70**

Thomas Jefferson Planning District Commission
Balance Sheet Prev Year Comparison
As of July 31, 2023

	Jul 31, 23	Jul 31, 22	$ Change
ASSETS			
Current Assets			
Checking/Savings			
1100 · Cash	627,077.38	938,286.82	-311,209.44
1189 · Capital Reserve	411,094.00	411,094.00	0.00
Total Checking/Savings	1,038,171.38	1,349,380.82	-311,209.44
Accounts Receivable			
1190 · Receivable Grants	4,106,529.20	769,021.78	3,337,507.42
Total Accounts Receivable	4,106,529.20	769,021.78	3,337,507.42
Other Current Assets			
1310 · Prepaid Rent	675.00	416.67	258.33
1330 · Prepaid Insurance	7,462.57	6,407.07	1,055.50
1360 · Prepaid Other	10,403.79	18,266.65	-7,862.86
Total Other Current Assets	18,541.36	25,090.39	-6,549.03
Total Current Assets	5,163,241.94	2,143,492.99	3,019,748.95
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	122,334.57	92,151.29	30,183.28
1499 · Accumulated Depreciation	-110,454.01	-99,145.45	-11,308.56
Total Fixed Assets	26,253.67	7,378.95	18,874.72
TOTAL ASSETS	**5,189,495.61**	**2,150,871.94**	**3,038,623.67**
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2100 · Accounts Payable-General	3,641,392.16	790,158.18	2,851,233.98
Total Accounts Payable	3,641,392.16	790,158.18	2,851,233.98
Credit Cards			
2155 · Accounts Payable Credit Card	6,695.75	9,945.93	-3,250.18
Total Credit Cards	6,695.75	9,945.93	-3,250.18
Other Current Liabilities			
2150 · Accounts Payable Grants	0.00	0.00	0.00
2180 · Garnishment Payable	264.49	0.00	264.49
2460 · Fitness Requirement Payable	0.00	-76.50	76.50
2465 · VRS Optional Life Payable	0.00	143.36	-143.36
2467 · Employee Deferred Compensation	0.00	-100.00	100.00
2468 · 401A VRS Contribution	3,276.76	2,239.40	1,037.36
2469 · Hybrid VRS Contribution	-47.03	0.00	-47.03
2470 · Hybrid-457	557.61	0.00	557.61
2800 · Deferred Revenue	404,566.14	419,165.68	-14,599.54
Total Other Current Liabilities	408,617.97	421,371.94	-12,753.97
Total Current Liabilities	4,056,705.88	1,221,476.05	2,835,229.83
Long Term Liabilities			
2200 · Leave Payable	43,697.70	32,131.33	11,566.37
Total Long Term Liabilities	43,697.70	32,131.33	11,566.37
Total Liabilities	4,100,403.58	1,253,607.38	2,846,796.20
Equity			
3000 · General Operating Fund	486,955.51	486,955.51	0.00
3100 · Restricted Capital Reserve	411,094.00	411,094.00	0.00
32000 · Unrestricted Net Assets	135,983.84	6,372.95	129,610.89
3600 · Net Investment in Fixed Assets	24,398.09	0.00	24,398.09

Thomas Jefferson Planning District Commission
Balance Sheet Prev Year Comparison
As of July 31, 2023

	Jul 31, 23	Jul 31, 22	$ Change
Net Income	30,660.59	-7,157.90	37,818.49
Total Equity	1,089,092.03	897,264.56	191,827.47
TOTAL LIABILITIES & EQUITY	**5,189,495.61**	**2,150,871.94**	**3,038,623.67**

Accrued Revenue by Grant or Contract
For Year Ending June 30, 2023

Program Code	PROGRAM CONTRACTS/GRANTS Without Pass-Thrus	TOTAL PROGRAM CONTRACT/ GRANT AMOUNT	JULY 2022	AUGUST 2022	SEPTEMBER 2022	OCTOBER 2022	NOVEMBER 2022	DECEMBER 2022	JANUARY 2023	FEBRUARY 2023	MARCH 2023	APRIL 2023	MAY 2023	JUNE 2023	YEAR TO DATE FY23	PREVIOUS YEARS	ESTIMATED BUDGET AMOUNT FOR FY24+	GRANT TO DATE	GRANT-CONTRACT REMAINING FY23	NOTES
110	**State Support to PDC (DHCD)**	89,971	$ 7,499.00	$ 7,499.00	$ 7,499.00	$ 7,499.00	$ 7,499.00	$ 7,499.00	$ 7,499.32	$ 7,499.32	$ 7,499.32	$ 7,499.32	$ 7,499.32	$ 7,480.40	$ 89,971			$ 89,971	$0	State funding to TJPDC General
110	**TJPDC Corporation**	0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -			$ -	$0	501(c)3 Non-profit Arm
110	**Bank Interest**	35,107	$ 1,237.98	$ 1,557.36	$ 1,407.46	$ 1,849.64	$ 2,788.57	$ 3,413.13	$ 3,634.78	$ 3,716.87	$ 3,964.77	$ 3,686.77	$ 3,940.76	$ 3,908.66	$ 35,107			$ 35,107	$0	Investment Pool Savings Income
170/171	**Rural Transportation**	58,000	$ 4,685.09	$ 3,797.26	$ 5,183.19	$ 3,231.89	$ 2,952.80	$ 956.00	$ 2,749.95	$ 7,883.45	$ 8,552.65	$ 8,234.37	$ 8,579.03	$ 1,194.24	$ 58,000			$ 58,000	$0	VDOT Rural Transp Planning
273	**Water Street Center & Office Leases**	22,090	$ 1,350.00	$ 2,860.00	$ 465.00	$ 2,550.00	$ 1,810.00	$ 2,020.00	$ 2,270.00	$ 1,385.00	$ 2,370.00	$ 1,950.00	$ 1,250.00	$ 1,810.00	$ 22,090			$ 22,090	$0	Rental Fees
277	**Legislative Liaison**	103,773	$ 1,741.24	$ 5,085.88	$ 7,701.95	$ 7,082.26	$ 10,085.87	$ 7,356.87	$ 11,416.50	$ 12,176.82	$ 7,243.26	$ 4,087.79	$ 6,854.95	$ 5,811.54	$ 86,645		$ 17,128	$ 86,645	$0	*Legislative Operations - Defer
278	**VAPDC-ED**	50,294	$ 4,167.00	$ 4,167.00	$ 4,167.00	$ 4,267.00	$ 4,360.00	$ 4,166.00	$ 4,166.66	$ 3,675.00	$ 4,687.50	$ 4,137.12	$ 4,166.67	$ 4,167.04	$ 50,294			$ 50,294	$0	Contract for Admin Services
296	**Member Per Capita**	160,848	$ 13,404.00	$ 13,404.00	$ 13,404.00	$ 13,404.00	$ 13,404.00	$ 13,404.00	$ 13,404.00	$ 13,404.00	$ 13,404.00	$ 13,404.00	$ 13,404.00	$ 13,404.00	$ 160,848			$ 160,848	$0	Local Govt Annual Contributions
303	**Solid Waste**	10,500	$ 291.29	$ 237.37	$ 286.43	$ 195.24	$ -	$ 448.36	$ 382.13	$ 432.60	$ 923.73	$ 1,608.88	$ 237.38	$ 237.37	$ 5,281	$ -	$ 5,219	$ 5,281	$0	Contract for annual reporting
315	**Stanardsville TAP**	28,772	$ 91.14	$ 318.99	$ 136.71	$ 297.27	$ 410.13	$ 393.74	$ 45.57	$ 136.71	$ 117.92	$ 48.87	$ -	$ 9.17	$ 2,006	$ 26,766	$ -	$ 28,772	$0	VDOT Streetscape Contract
334	**Nelson TAP**	10,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 90.35	$ 1,353.96	$ 1,444		$ 8,556	$ 1,444	$0	Local TAP Grant Application Support
907	**WIP Phase III - Contract #5**	58,000	$ 4,980.00	$ 6,170.00	$ 6,300.00	$ 4,968.00	$ 6,205.00	$ 6,278.00	$ -	$ -	$ -	$ -	$ -	$ -	$ 34,901	$ 23,096	$ 3	$ 57,997	$0	Watershed Improvement Plan
907	**WIP Phase III - Contract #6**	58,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,889.85	$ 3,982.48	$ 7,162.40	$ 4,897.34	$ 3,065.72	$ 5,225.25	$ 30,223	$ -	$ 27,777	$ 30,223	$0	*Watershed Improvement Plan
908	**RRBC**	13,040	$ 346.08	$ 704.32	$ 2,444.86	$ 1,355.15	$ 334.53	$ 517.62	$ 436.49	$ 525.70	$ 912.05	$ 2,527.77	$ 963.42	$ 1,972.27	$ 13,040			$ 13,040	$0	Rivanna Commission
Program Code	**PROGRAM COTRACTS/GRANTS With Pass-Thrus**	0																		
181	**RTP-TDM - Admin**	50,000	$ 6,871.02	$ 7,222.37	$ 5,999.11	$ 4,808.98	$ 2,990.31	$ 2,074.32	$ 1,887.46	$ 590.68	$ 1,661.96	$ 3,442.34	$ 3,481.83	$ 4,522.57	$ 45,553		$ 4,447	$ 45,553	$0	*Regional Transit Partnership
	RTP Pass-Thru	0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -			$ -	$0	Grant Match if needed
184	**Transit Governance Admin**	32,723	$ 875.27	$ 658.91	$ 827.81	$ 2,374.17	$ 2,274.23	$ 1,895.02	$ 415.56	$ -	$ 108.23	$ 741.70	$ 867.33	$ -	$ 11,038		$ 21,685	$ 11,038	$0	*Regional Transit Governance Study - Admin
	Regional Transit Gov Pass-Thru	149,600	$ -	$ -	$ -	$ -	$ -	$ 35,582.00	$ -	$ 30,560.14	$ 24,329.06	$ -	$ 25,586.20	$ 11,303.15	$ 127,361		$ 22,239	$ 127,361	$0	*Regional Transit Governance Study - Consultant
190/195/198	**MPO-PL**	188,555	$ 8,532.65	$ 12,726.19	$ 13,303.18	$ 13,037.08	$ 12,442.93	$ 14,826.76	$ 9,899.56	$ 7,700.19	$ 9,543.36	$ 8,838.16	$ 23,362.31	$ 22,236.21	$ 156,449		$ 32,107	$ 156,449	$0	MPO PL Transp Planning- $
	MPO - PL - Consultant Pass-Thru	30,000	$ -	$ 2,376.69	$ 1,195.69	$ -	$ -	$ 1,072.50	$ 3,912.50	$ 2,372.50	$ 6,635.00	$ 1,657.50	$ 1,332.50	$ 9,314.00	$ 29,869		$ 131	$ 29,869	$0	LRTP Support
191/196/199	**MPO-FTA**	137,720	$ 5,007.00	$ 10,264.31	$ 8,309.00	$ 8,544.50	$ 7,299.00	$ 8,620.00	$ 21,494.00	$ 17,081.53	$ 26,179.05	$ 16,336.88	$ 6,709.97	$ 1,874.76	$ 137,720			$ 137,720	$0	MPO FTA Transit Planning
	MPO - FTA Pass Thru	0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -			$ -	$0	
193	**Rideshare - Admin**	136,396	$ 10,207.46	$ 11,661.50	$ 10,101.87	$ 10,410.59	$ 7,972.74	$ 10,570.63	$ 10,717.89	$ 9,676.49	$ 11,312.78	$ 12,128.85	$ 16,088.30	$ 15,547.26	$ 136,396			$ 136,396	$0	Rideshare TDM Program Marketing & Management
	Rideshare Pass-Thru	8,314	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,700.00	$ 5,613.82	$ 8,314			$ 8,314	$0	Potential contract for marketing plan
330	**Hazard Mitigation - Admin**	67,200	$ 2,246.00	$ 984.00	$ 1,487.00	$ 1,201.00	$ 228.00	$ 278.00	$ 1,383.63	$ 836.15	$ 848.16	$ 931.48	$ 3,519.29	$ 635.02	$ 14,578	$ 52,100	$ 521	$ 66,678	$1	24 month planning project resiliency
	Haz Mit Pass-Thru	0	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -			$ -	$0	Technical Support/Mapping (if needed)
333	**EDA-CEDS - Admin**	20,000	$ 340.76	$ 357.94	$ 280.80	$ 929.51	$ 348.60	$ 435.78	$ 755.18	$ 1,374.88	$ 433.81	$ 765.78	$ 796.62	$ 903.78	$ 7,723		$ 12,277	$ 7,723	$0	*EDA administration
	EDA-CEDS - Pass-Thru	80,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 12,000.00	$ 4,000.00	$ 5,600.00	$ 4,800.00	$ 5,600.00	$ 32,000		$ 48,000	$ 32,000	$0	*EDA Consultant Pass-through
726	**HOME ARP - Admin**	367,841	$ 2,460.57	$ 2,649.35	$ 1,608.29	$ 2,579.18	$ 2,285.35	$ 2,893.54	$ 8,262.03	$ 3,878.71	$ 3,350.33	$ 2,152.19	$ 4,165.76	$ 6,446.34	$ 42,732	$ 30,381	$ 294,728	$ 73,113	$0	*HUD-ARPA Planning funds (not to exceed 5% of grant)
	HOME ARP Pass-Thru	2,084,430	$ -	$ -	$ 34,600.00	$ -	$ -	$ -	$ -		$ -	$ -	$ -	$ -	$ 34,600		$ 2,049,829	$ 34,600	$1	*Admin includes Consultant for Gap Analysis
727	**HOME TJPDC Admin**	99,686	$ 4,577.71	$ 6,734.57	$ 9,123.96	$ 3,267.59	$ 12,132.74	$ 15,627.08	$ 9,851.01	$ 8,489.33	$ 7,639.80	$ 4,912.25	$ 9,767.77	$ 7,561.76	$ 99,686			$ 99,686	$0	*HUD HOME Housing Grants Admin
	HOME Pass-Thru	376,127	$ 111,716.00	$ 24,639.25	$ 54,103.52	$ 12,295.00	$ 17,106.00	$ -	$ -	$ 18,325.50	$ 60,983.64	$ 29,865.00	$ 31,509.40	$ 15,584.09	$ 376,127			$ 376,127	$0	*HUD HOME Housing Grants Construction
728	**Housing Preservation Grant - Admin**	23,078	$ 2,185.25	$ 2,170.94	$ 1,316.04	$ 1,608.64	$ 750.11	$ 1,070.96	$ 1,470.77	$ 1,076.79	$ 1,783.23	$ 2,710.24	$ 3,873.86	$ 3,061.42	$ 23,078			$ 23,078	$0	*USDA Housing Repair Admin
	HPG Pass-Thru	141,171	$ 13,513.00	$ 32,971.00	$ 26,815.00	$ 8,587.00	$ -	$ -	$ 10,000.00	$ 9,767.50	$ 1,850.00	$ 17,000.00	$ 6,725.00	$ 13,943.00	$ 141,172			$ 141,172	-$1	*USDA Housing Repair Construction
729	**Regional Housing Partnership**	115,070	$ 3,090.71	$ 4,573.23	$ 3,283.06	$ 5,160.68	$ 15,101.09	$ 4,612.89	$ 7,278.26	$ 8,859.10	$ 52,953.64	$ 9,215.51	$ 597.24	$ 344.61	$ 115,070			$ 115,070	$0	Regional Housing Partnership
	RHP - Consultant Pass-Thru	3,323	$ -	$ -	$ 2,772.00	$ -	$ -	$ -	$ 551.25	$ -	$ -	$ -	$ -	$ -	$ 3,323			$ 3,323	$0	Spark Mill - RHP Strategic Planning Consultant
732	**VERP - Admin - 2.0**	12,500	$ 933.06	$ 1,039.12	$ 1,208.74	$ 507.49	$ 296.31	$ 1,783.25	$ -	$ -	$ -		$ -	$ -	$ 5,768	$ 6,732		$ 12,500	$0	*VA Eviction Planning Grant - Admin
	VERP Pass-Thru	237,500	$ 10,215.87	$ 15,813.37	$ 11,293.82	$ 55,682.25	$ 34,419.07	$ 90,767.08	$ -	$ -	$ -	$ -	$ -	$ -	$ 218,191	$ 19,309		$ 237,500	$0	*VA Eviction Planning Grant - Consultants
732	**VERP - Admin - 3.0**	13,750		$ -	$ -	$ -	$ -	$ -	$ 236.30	$ 1,014.73	$ 966.99	$ 1,129.14	$ 1,535.14	$ 2,003.11	$ 6,885		$ 6,865	$ 6,885	$0	*VA Eviction Planning Grant - Admin
	VERP Pass-Thru	261,250		$ -	$ -	$ -	$ -	$ -	$ 4,945.77	$ 4,945.77	$ -	$ 13,818.86	$ 42,501.67	$ 34,783.55	$ 100,996		$ 160,254	$ 100,996	$0	*VA Eviction Planning Grant - Consultants
733	**VA Housing Development - Admin**	200,000	$ 2,362.45	$ 3,237.11	$ 2,058.90	$ 2,704.55	$ 2,075.74	$ 957.20	$ 1,224.03	$ 997.03	$ 664.85	$ 1,844.01	$ 2,687.22	$ 3,689.43	$ 24,503	$ 35,048	$ 140,449	$ 59,551	$0	*VA Housing PDC - Admin
	VA Housing Pass-Through	1,800,000	$ -	$ -	$ 60,000.00	$ 9,998.77	$ -	$ -	$ -	$ -	$ 240,000.00	$ -	$ -	$ 18,248.95	$ 328,248	$ 302,228	$ 1,169,524	$ 630,476	$0	*VA Housing PDC - Construction/Partnership
760	**Blue Ridge Cigarette Tax Board**	134,727	$ 7,433.15	$ 43,338.71	$ 4,716.57	$ 9,998.77	$ 7,535.41	$ 8,462.72	$ 7,258.31	$ 6,866.79	$ 6,833.99	$ 6,884.14	$ 9,762.65	$ 15,636.14	$ 134,727			$ 134,727	$0	Includes Administrative Fees
	Cig Tax Pass-Through	2,659,620	$ 234,201.26	$ 245,435.05	$ 232,057.35	$ 215,613.00	$ 231,181.50	$ 210,327.74	$ 210,440.79	$ 190,492.06	$ 221,042.71	$ 207,533.71	$ 237,029.10	$ 224,265.88	$ 2,659,620			$ 2,659,620	$0	Pass through - direct costs
761	**VATI - Admin**	875,000	$ 11,318.72	$ 15,277.29	$ 13,915.65	$ 11,217.64	$ 12,108.40	$ 20,357.61	$ 16,157.31	$ 19,916.58	$ 23,106.43	$ 18,772.28	$ 21,591.95	$ 16,733.82	$ 200,474	$ 54,859	$ 619,667	$ 255,333	$0	*VATI Admin - 36-42 months
	VATI Pass-Through	109,848,780	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,400,930.97	$ 1,983,835.01	$ 1,869,248.00	$ 2,472,928.63	$ 805,844.88	$ 2,844,168.16	$ 13,376,956		$ 96,471,824	$ 13,376,956	$0	*Program/Construction Pass-Through
	TOTAL - All Programs	**121,240,502**	**$ 478,574.12**	**$ 509,293.73**	**$ 549,622.55**	**$ 427,225.84**	**$ 471,780.56**	**$ 478,667.80**	**$ 3,780,967.83**	**$ 2,395,475.41**	**$ 2,632,312.62**	**$ 2,891,290.88**	**$ 1,316,887.59**	**$ 3,330,594.73**	**$ 19,262,694**	**$ 864,578**	**$ 101,113,230**	**$ 20,127,272**	**$0**	**TOTAL - All Programs**
	Pass Thru Sub-totals	**117,734,726**	$ 369,646.13	$ 340,560.41	$ 422,837.38	$ 302,176.02	$ 336,089.70	$ 337,749.32	$ 3,630,781.28	$ 2,247,352.71	$ 2,428,088.41	$ 2,734,584.84	$ 1,115,527.08	$ 3,148,041.05	$ 17,408,489	$ 564,691	$ 99,761,547	$ 17,973,180	$0	Pass-Thru Subtotal

*indicates unspent funds can 'roll-over' in FY24

$132,121	12 month average - Operating Expenses
$140,331	3 month average - Operating Expenses
$163,980	last month - Operating Expenses

Total Grant Funds Remaining	$0
Pass-through funds	$0
TJPDC Available Funds	$0
Average Funds Available per Month	**$0**

Accrued Revenue by Grant or Contract
For Year Ending June 30, 2024

Program Code	PROGRAM CONTRACTS/GRANTS Without Pass-Thrus	TOTAL PROGRAM CONTRACT/ GRANT AMOUNT	JULY 2023	AUGUST 2023	YEAR TO DATE FY24	PREVIOUS YEARS	ESTIMATED BUDGET AMOUNT FOR FY24+	GRANT TO DATE	GRANT-CONTRACT REMAINING FY23	NOTES
110	**State Support to PDC (DHCD)**	$ 89,971.00	$ 7,497.58		$ 7,498			$ 7,498	$ 82,473	State funding to TJPDC General
110	**TJPDC Corporation**	$ -			$ -			$ -	$ -	501(c)3 Non-profit Arm
110	**Bank Interest**	$ 25,000.00	$ 3,889.77		$ 3,890			$ 3,890	$ 21,110	Investment Pool Savings Income
170/171	**Rural Transportation**	$ 58,000.00	$ 6,393.54		$ 6,394			$ 6,394	$ 51,606	VDOT Rural Transp Planning
273	**Water Street Center & Office Leases**	$ 15,000.00	$ 1,950.00		$ 1,950			$ 1,950	$ 13,050	Rental Fees
277	**Legislative Liaison**	$ 106,909.00	$ 6,157.74		$ 6,158			$ 6,158	$ 100,751	*Legislative Operations - $12,700 in deferred revenue budgeted
278	**VAPDC-ED**	$ 55,323.62	$ 4,906.95		$ 4,907			$ 4,907	$ 50,417	Contract for Admin Services
296	**Member Per Capita**	$ 171,055.00	$ 14,254.58		$ 14,255			$ 14,255	$ 156,800	Local Govt Annual Contributions
303	**Solid Waste**	$ 10,500.00	$ 194.91		$ 195		$ 5,000	$ 195	$ 5,305	Contract for annual reporting
310	**SCRC**	$ 23,000.00	$ -		$ -		$ 5,750	$ -	$ 17,250	SCRC Cooperative Agreement (Oct 1-Sept 30)
334	**Nelson TAP**	$ 10,000.00	$ -		$ -	$ 1,444		$ 1,444	$ 8,556	Lovingston/Gladstone Transporation Alternative Grant Assistance
907	**WIP Phase III - Contract #6**	$ 58,000.00	$ 4,149.67		$ 4,150	$ 30,223		$ 34,373	$ 23,627	Watershed Improvement Plan
907	**WIP Phase III - Contract #7**	$ 58,000.00	$ -		$ -		$ 29,000	$ -	$ 29,000	*Watershed Improvement Plan
908	**RRBC**	$ 10,500.00	$ 2,431.43		$ 2,431			$ 2,431	$ 8,069	Rivanna River Basin Commission
Program Code	**PROGRAM COTRACTS/GRANTS With Pass-Thrus**	$ -								
172	**Safe Streets and Roads for All (SS4A)**	$ 82,000.00	$ 682.44		$ 682		$ 49,200	$ 682	$ 32,118	*Regional Transit Partnership - *budget includes $20 deferred revenue
	SS4A Pass-Thru	$ 990,000.00	$ -		$ -		$ 594,000	$ -	$ 396,000	Grant Match if needed
180	**Mobility Management**	$ 50,921.00	$ -		$ -			$ -	$ 50,921	*Regional Transit Partnership - *budget includes $20 deferred revenue
	Mobility Management Pass-Thru	$ 68,449.00	$ -		$ -			$ -	$ 68,449	Grant Match if needed
181	**RTP-TDM - Admin**	$ 50,000.00	$ 8,065.99		$ 8,066			$ 8,066	$ 41,934	*Regional Transit Partnership - *budget includes $20 deferred revenue
	RTP Pass-Thru	$ -	$ -		$ -			$ -	$ -	Grant Match if needed
184	**Transit Governance Admin**	$ 32,723.00	$ 2,000.29		$ 2,000	$ 11,038		$ 13,038	$ 19,685	Regional Transit Governance Study - Admin
	Regional Transit Gov Pass-Thru	$ 149,600.00	$ -		$ -	$ 127,361		$ 127,361	$ 22,239	Regional Transit Governance Study - Consultant
190/195/198	**MPO-PL**	$ 278,199.50	$ 20,406.20		$ 20,406			$ 20,406	$ 257,793	MPO PL Transportation Planning
	MPO - PL - Consultant Pass-Thru	$ 70,833.15	$ 8,469.58		$ 8,470			$ 8,470	$ 62,364	LRTP Support Consultant
191/196/199	**MPO-FTA**	$ 116,136.00	$ 14,835.47		$ 14,835			$ 14,835	$ 101,301	MPO FTA Transit Planning
	MPO - FTA Pass Thru	$ -	$ -		$ -			$ -	$ -	Consultant Pass-thru if needed
193	**Rideshare - Admin**	$ 174,198.00	$ 16,535.85		$ 16,536			$ 16,536	$ 157,662	Rideshare TDM Program Marketing & Management
	Rideshare Pass-Thru	$ -	$ -		$ -			$ -	$ -	N/A for FY24
194	**Rideshare CAP Strategic Plan**	$ -	$ -		$ -			$ -	$ -	Rideshare Strategic Plan - One-time grant - TJPDC admin not covered
	Strategic Plan Pass-Thru	$ 67,200.00	$ -		$ -			$ -	$ 67,200	Full grant is direct pass through to consultant
330	**Hazard Mitigation - Admin**	$ 67,200.00	$ 119.01		$ 119	$ 66,679		$ 66,798	$ 402	24 month planning project resiliency
	Haz Mit Pass-Thru	$ -	$ -		$ -			$ -	$ -	Technical Support/Mapping (if needed)
333	**EDA-CEDS - Admin**	$ 20,000.00	$ 2,944.11		$ 2,944	$ 7,723		$ 10,667	$ 9,333	EDA administration
	EDA-CEDS - Pass-Thru	$ 80,000.00	$ -		$ -	$ 32,000		$ 32,000	$ 48,000	EDA Consultant Pass-through
726	**HOME ARP - Admin**	$ 367,841.00	$ 4,470.13		$ 4,470	$ 73,113	$ 262,058	$ 77,583	$ 28,200	*HUD-ARPA Planning funds (not to exceed 5% of grant) - $32,670 budgeted
	HOME ARP Pass-Thru	$ 2,084,430.00	$ -		$ -	$ 34,600	$ 1,772,133	$ 34,600	$ 277,697	*Admin includes Consultant for Gap Analysis - $277697 budgeted
727	**HOME TJPDC Admin**	$ 72,408.93	$ 6,429.95		$ 6,430			$ 6,430	$ 65,979	*HUD HOME Housing Grants Admin
	HOME Pass-Thru	$ 651,679.50	$ 109,877.25		$ 109,877			$ 109,877	$ 541,802	*HUD HOME Housing Grants Construction
728	**Housing Preservation Grant - Admin**	$ 30,059.81	$ 1,726.50		$ 1,727			$ 1,727	$ 28,333	*USDA Housing Repair Admin
	HPG Pass-Thru	$ 170,338.90	$ -		$ -			$ -	$ 170,339	*USDA Housing Repair Construction
729	**Regional Housing Partnership**	$ 55,000.00	$ 7,918.74		$ 7,919			$ 7,919	$ 47,081	Regional Housing Partnership
	RHP - Consultant Pass-Thru	$ 14,096.00	$ 1,490.59		$ 1,491			$ 1,491	$ 12,605	Amy Nissenson - RHP Strategic Planning Consultant - One-time
732	**VERP - Admin**	$ 13,750.00	$ 1,334.13		$ 1,334	$ 6,885		$ 8,219	$ 5,531	*VA Eviction Planning Grant - Admin
	VERP Pass-Thru	$ 261,250.00	$ 14,851.94		$ 14,852	$ 100,996		$ 115,848	$ 145,402	*VA Eviction Planning Grant - Consultants
733	**VA Housing Development - Admin**	$ 200,000.00	$ 1,767.20		$ 1,767	$ 59,551		$ 61,318	$ 138,682	*VA Housing PDC - Admin
	VA Housing Pass-Through	$ 1,800,000.00	$ -		$ -	$ 630,476		$ 630,476	$ 1,169,524	*VA Housing PDC - Construction/Partnership
760	**Blue Ridge Cigarette Tax Board**	$ 140,980.00	$ 14,458.08		$ 14,458			$ 14,458	$ 126,522	Includes Administrative Fees
	Cig Tax Pass-Through	$ 2,400,000.00	$ 250,359.58		$ 250,360			$ 250,360	$ 2,149,640	Pass through - direct costs
761	**VATI - Admin**	$ 875,000.00	$ 15,530.61		$ 15,531	$ 255,333	$ 379,129	$ 270,864	$ 225,007	*VATI Admin - 36-42 months
	VATI Pass-Through	$ 112,500,000.00	$ 17,514.11		$ 17,514	$ 13,376,956	$ 51,123,044	$ 13,394,470	$ 47,982,486	*Program/Construction Pass-Through
	TOTAL - All Programs	**$ 124,625,552.41**	**$ 573,613.92**	**$ -**	**$ 573,614**	**$ 14,814,378**	**$ 54,219,314**	**$ 15,387,992**	**$ 55,018,246**	**TOTAL - All Programs**
	Pass Thru Sub-totals	**$ 120,182,227.55**	$ 402,563	$ -	$ 402,563	$ 14,302,389	$ 53,489,177	$ 14,704,952	$ 52,717,748	Pass-Thru Subtotal

*indicates unspent funds can 'roll-over' in FY25

$ 134,799.00	12 month average - Operating Expenses
$ 148,326.00	3 month average - Operating Expenses
$ 140,390.00	last month - Operating Expenses

Total Grant Funds Remaining	$ 55,018,246
Pass-through funds	$ 52,717,748
TJPDC Available Funds	$ 2,300,499
Average Funds Available per Month	**$ 209,136**

Thomas Jefferson Planning District Commission
POB 1505, 401 E. Water St, Charlottesville, VA 22902 www.tjpdc.org
(434) 979-7310 phone • info@tjpdc.org email

Memorandum

To: TJPD Commission
From: Sandy Shackelford, Director of Planning & Transportation
Date: August 28, 2023
Reference: Request to Re-route US Bike Route 76 through Palmyra

Background:
In 2015, the TJPDC completed a study of US Bike Route 76 that assessed the conditions of the bike route through the region. Hazardous conditions for bicyclists along the route through Palmyra were identified as part of that study. In March of 2021, VDOT received a request from a Fluvanna County Citizen participating in the Fluvanna Leadership Development Program (FLDP) to determine the feasibility of re-routing the portion of U.S. Bike Route 76 through Palmyra.

In August of 2021, TJPDC staff requested that the Commission approve a resolution of support for re-routing the section of US Bike Route 76 through Palmyra. While this resolution was approved by the Commission at the time, a transition in staff at VDOT left the requested routing change uncompleted. As the VDOT staffing position was filled and the request to change the route was moved forward, additional improvements needed to be considered to facilitate the re-routing. The revised route will accommodate the original request to route traffic through the Village of Palmyra and enhance the safety of bicyclists traveling US Bike Route 76.

Route Change Description:

The proposed realignment of US Bike Route 76 off of RTE 15 and through Palmyra, Virginia will add approximately 325 feet for bicyclists travelling in the westbound US Bike Route 76 direction and 833 feet in the eastbound US Bike Route 76 direction to provide for safer riding conditions and a more scenic bike route for bicyclists than the existing alignment along US Route 15. The current conditions for bicyclists heading in the eastbound direction of US Bike Route 76 is of particular concern with no available shoulder and steep drop to one side with only guardrail for protection as it approaches RTE 601 (Courthouse Road). There are also planned streetscaping and traffic calming efforts along Court Square Stone Jail Street (the proposed alignment would run on these roads in the westbound US Bike Route 76 direction) funded through the Transportation Alternatives Program that will improve riding conditions for bicyclists through Palmyra if the realignment is accepted. Additionally, the town is planning a “bike rest stop” complete with picnic tables and a bike repair station in the historic center of Palmyra along the proposed bike route realignment that will give bicyclists a place to stop, rest, and take in the sites of historic Palmyra.

Actions: Staff is requesting that the Commission approves the resolution of support for the request to re-route US Bike Route 76 in conformance with the attached map.

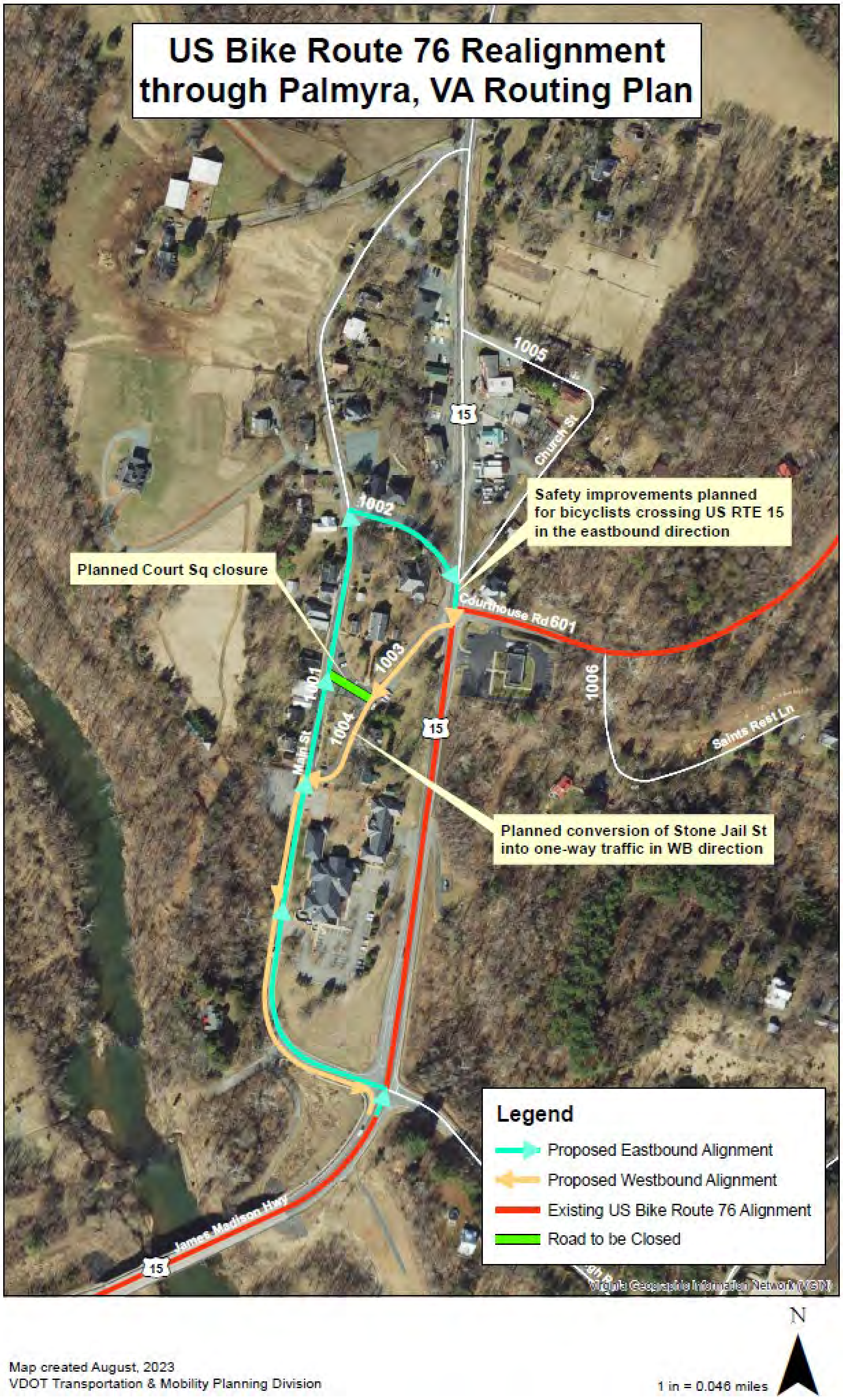

Figure 1. Map of Current and Proposed USBR 76

From:	M Lindler
To:	Christine Jacobs
Cc:	Matt Weaver; Jordan, Rachel; Dr. Jennifer Clyburn Reed; J Cross; Ashley Powell
Subject:	Invitation to Participate in the Southeast Crescent Regional Commission"s Local Development District (LDD) Grant Program
Date:	Friday, June 16, 2023 4:04:03 PM
Attachments:	SCRC County and County Equivalent Listings by Economic Designation.pdf SCRC Overview.pdf

SOUTHEAST CRESCENT REGIONAL COMMISSION

Office of the Federal Co-Chair
1901 Assembly Street, Suite 370
Columbia, SC 29201

June 16, 2023

Christine Jacobs
Executive Director
* Thomas Jefferson Planning District Commission
401 E Water St.
Charlottesville, VA 22902

Sent Electronically to: cjacobs@tjpdc.org

Once confirmed by the Senate as Federal Co-Chair of the Southeast Crescent Regional Commission (SCRC) in January 2022, the journey of building an agency from concept to actuality began. Authorized by Congress in the *2008 Food, Conservation, and Energy Act (“the Farm Bill”),* this federal-state partnership’s mission is to build sustainable communities and promote economic growth across its seven-state region which spans parts of Alabama, Georgia, Mississippi, North Carolina, South Carolina, Virginia and all of Florida.

SCRC receives annual appropriations from Congress to invest in economic and infrastructure development projects that reduce the effects of poverty, unemployment and outmigration. SCRC is committed to supporting job creation, building communities and improving the lives of those who reside in its 428 counties and county equivalents. To accomplish this, it is essential to build an effective, working relationship with local development districts (LDDs), also known as Councils of Government, Regional Planning and Development Commissions, Economic or Area Development Districts.

Your role as an economic development planner makes you eligible to receive this correspondence. The chart below contains one or more SCRC counties or county equivalents in your service area.

SCRC Counties Served	Albemarle (County), Charlottesville (City), Fluvanna (County), Greene (County), Louisa (County), and Nelson (County)

SCRC released the first Notice of Funding Available (NOFA) for the inaugural State Economic and Infrastructure Development (SEID) grant program on Thursday, June 8, 2023. A link to the NOFA can be found by clicking here. The Commission has $20 million in SEID funding to support local and regional planning initiatives for economic and infrastructure development projects located within the SCRC footprint.

SCRC's authorizing statute, *40 U.S.C., Subtitle V, §15501 (b)(c)(d)*, dictates at least 50% of grant funds be allocated to distressed counties and isolated areas of distress and at least 40% must be allocated to infrastructure projects tackling basic public infrastructure, telecommunications and transportation. Eligible entities are state, local and federally recognized Indian tribal governments, other political subdivisions of the state (regional planning commissions, special purpose district of a state or local government engaged in economic or community development activities or a consortium of political subdivisions) or non-profit organizations. Grant funds may be used to address the following needs in local and regional development: transportation, basic public infrastructure, telecommunications, skill development, entrepreneurship, and business development, basic health care, tourism and recreation aligned with economic development and renewable and alternative energy. Additional information on county economic designations can be found at scrc.gov.

As one of 62 LDDs within the SCRC footprint, you are invited to participate in the agency's inaugural LDD program, a non-competitive grant program to assist your organization with regional administration and planning. The grant will require LDDs to perform the following activities:

a.) operate as a lead organization serving multicounty areas in the region at the local level;
b.) carry out public outreach activities for local governments, businesses, community development groups, and participate in SCRC programs, events, and policy initiatives;
c.) serve as a liaison between citizens, businesses, state and local governments, nonprofit organizations (including community groups and educational institutions);
d.) assist in identifying, assessing, and facilitating projects and programs to promote economic development of the SCRC region; and
e.) provide technical assistance, application support and review, and other services to SCRC and entities positioning to apply for SCRC funding.

To participate, you or a member of your staff must attend a virtual training session to learn more about the SCRC LDD grant program and the process to receive financial assistance. **Attendance is required.** Click on one of the following three options below to register for a virtual training session.

Session 1 June 27, 2023 9:00 –10:30 am

Session 2 June 27, 2023 12:00 –1:30 pm

Session 3 June 28, 2023 3:00 – 4 :30 pm

All LDDs are also required to work with the SCRC state program manager in the state where the organization is located. Your program manager is copied on this correspondence.

Thank you for your leadership and I look forward to working with you to improve the economic conditions of the SCRC region.

If you have any questions, please contact Melissa Lindler, SCRC Chief of Staff, at 202-794-0001 or mlindler@scrc.gov.

Kind Regards,

Jennifer Clyburn Reed

Dr. Jennifer Clyburn Reed
SCRC Federal Co-Chair

Attachments (List of SCRC Counties by Economic Designation and SCRC Overview)

cc: Matt Weaver, VA SCRC State Program Manager, VA Dept. of Housing and Community
Development, Office Phone: 804-371-7011, Email: matthew.weaver@dhcd.virginia.gov

Rachel Jordan, VA SCRC State Program Manager, VA Dept. of Housing and Community Development
Office Phone: 804-773-9098, Email: rachel.jordan@dhcd.virginia.gov

Ashley Powell, SCRC Executive Director
Office Phone: 803-851-3356, Email: apowell@scrc.gov

Melissa L. Lindler, MPA, PMP

Chief of Staff to Dr. Jennifer Clyburn Reed, Federal Co-Chair

Southeast Crescent Regional Commission (SCRC)

1901 Assembly Street | Suite 370

Columbia, SC 29201

Email: mlindler@scrc.gov

Website: scrc.gov

About the Southeast Crescent Regional Commission (SCRC)

The Southeast Crescent Regional Commission (SCRC) is a federal entity authorized in the 2008 Farm Bill to promote and encourage economic development in areas of Alabama, Georgia, Mississippi, North Carolina, South Carolina, Virginia, and all of Florida. SCRC invests in projects that help create jobs, grow communities and improve the lives of those who reside in the 428 counties of the seven-state region.

SOUTHEAST CRESCENT REGIONAL COMMISSION

Dr. Jennifer Clyburn Reed
Office of the Federal Co-Chair

Overview

Established as a federal-state partnership by the 2008 Farm Bill **(**page 547, **P.L. 110-234)**, SCRC was authorized to begin operating with the confirmation of a Federal Co-Chair in December 2021. SCRC's mission is to build sustainable communities and strengthen economic growth across its seven-state region - Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, and Virginia.

Currently, there are 428 counties and municipalities; 166, or 39%, are categorized as persistent poverty. SCRC was established to provide a comprehensive approach to addressing persistent economic distress. The Commission is on track to provide grants to support local and regional planning initiatives as well as economic and infrastructure development projects. Eligible entities for grants will include state, local and Native American governments, and public or non-profit organizations. Working in collaboration with our state partners, grant funds will respond to the following needs in local and regional development: transportation, basic public infrastructure, telecommunications, skill development, entrepreneurship, and business development, basic health care, tourism and recreation aligned with economic development and renewable and alternative energy.

Organizational Structure

As authorized, the SCRC consists of a Federal Co-Chair and participating state governors, of which one is named by the state representatives as state co-chair. Our current States' Co-Chair is Governor Henry McMaster of South Carolina. There is no term limit for the Federal Co-Chair. However, the States' Co-Chair is limited to two consecutive terms, but may not serve a term of less than one year.

Legislative History

The SCRC concept was first introduced by university researchers working on rural development issues in 1990 at Tuskegee University's Annual Professional Agricultural Worker's Conference for 1862 and 1890 Land-Grant Universities. In 1994, the Southern Rural Development Commission Act was introduced in the House Agriculture Committee. The concept was reintroduced in Congress and various non-governmental initiatives sustained discussion and interest in the concept. Supportive legislation was reintroduced in 2002, which led to other legislative efforts until authorization in 2008.

SOUTHEAST CRESCENT
REGIONAL COMMISSION

SCRC FY23 Distressed Counties and County Equivalents- 166

Alabama (3)

Covington County, Geneva County, and Pike County

Florida (24)

Bradford County, Calhoun County, Citrus County, DeSoto County, Dixie County, Gadsen County, Glades County, Hamilton County, Hardee County, Hendry County, Highlands County, Holmes County, Jacksons County, Lafayette County, Levy County, Liberty County, Madison County, Okeechobee County, Osceola County, Putnam County, Suwannee County, Taylor County, Union County, and Washington County

Georgia (74)

Appling County, Atkinson County, Bacon County, Baker County, Baldwin County, Ben Hill County, Berrien County, Bibb County, Bleckley County, Brantley County, Brooks County, Bulloch County, Burke County, Calhoun County, Candler County, Charlton County, Clarke County, Clay County, Clayton County, Clinch County, Coffee County, Colquitt County, Cook County, Crisp County, Decatur County, Dodge County, Dooly County, Dougherty County, Early County, Echols County, Emanuel County, Evans County, Hancock County, Irwin County, Jeff Davis County, Jefferson County, Jenkins County, Johnson County, Lanier County, Laurens County, Lowndes County, Macon County, McDuffie County, Meriwether County, Mitchell County, Montgomery County, Peach County, Quitman County, Randolph County, Richmond County, Screven County, Seminole County, Spalding County, Stewart County, Sumter County, Taliaferro County, Tattnall County, Taylor County, Telfair County, Terrell County, Toombs County, Treutlen County, Turner County, Twiggs County, Upson County, Ware County, Warren County, Washington County, Wayne County, Webster County, Wheeler County, Wilcox County, Wilkes County, and Wilkinson County

Mississippi (14)

Clarke County, Forrest County, George County, Greene County, Harrison County, Jones County, Lauderdale County, Leake County, Neshoba County, Newton County, Perry County, Scott County, Stone County, and Wayne County

North Carolina (26)

Anson County, Bertie County, Bladen County, Caswell County, Chowan County, Columbus County, Cumberland County, Edgecombe County, Greene County, Halifax County, Hertford County, Hoke County, Hyde County, Lenoir County, Martin County, Northampton County, Richmond County, Robeson County, Rockingham County, Sampson County, Scotland County, Tyrrell Count, Vance County, Warren County, Washington County, and Wilson County

South Carolina (16)

Abbeville County, Allendale County, Bamberg County, Barnwell County, Chester County, Chesterfield County, Clarendon County, Colleton County, Dillon County, Hampton County, Laurens County, Lee County, Marion County, Marlboro County, Orangeburg County, and Williamsburg County

Virginia (9)

Brunswick County, Buckingham County, Charlotte County, Danville City, Emporia City, Greensville County, Mecklenburg County, Pittsylvania County, and Prince Edward County

SCRC FY23 Transitional Counties and County Equivalents - 177

Alabama (9)

Autauga County, Coffee County, Crenshaw County, Dale County, Henry County, Houston County, Lee County, Mobile County, and Montgomery County

Florida (30)

Alachua County, Baker County, Bay County, Brevard County, Broward County, Charlotte County, Clay County, Columbia County, Duval County, Escambia County, Flagler County, Franklin County, Gilchrist County, Gulf County, Hernando County, Hillsborough County, Jefferson County, Lake County, Lee County, Leon County, Manatee County, Marion County, Miami-Dade County, Orange County, Pasco County, Pinellas County, Polk County, St. Lucie County, Sumter County, and Volusia County

Georgia (36)

Butts County, Camden County, Chatham County, Chattahoochee County, Crawford County, DeKalb County, Glascock County, Glynn County, Grady County, Greene County, Henry County, Houston County, Jasper County, Jones County, Lamar County, Liberty County, Lincoln County, Long County, Marion County, McIntosh County, Miller County, Monroe County, Muscogee County, Newton County, Oglethorpe County, Pierce County, Pulaski County, Putnam County, Rockdale County, Schley County, Talbot County, Thomas County, Tift County, Troup County, Walton County, and Worth County

Mississippi (4)

Hancock County, Jackson County, Lamar County, and Pearl River County

North Carolina (33)

Alamance County, Beaufort County, Brunswick County, Cabarrus County, Craven County, Davidson County, Duplin County, Durham County, Franklin County, Gaston County, Gates County, Granville County, Guilford County, Harnett County, Johnston County, Jones County, Lee County, Lincoln County, Montgomery County, Moore County, Nash County, New Hanover County, Onslow County, Pamlico County, Pasquotank County, Pender County, Perquimans County, Person County, Pitt County, Randolph County, Rowan County, Stanly County, and Wayne County

South Carolina (19)

Aiken County, Berkeley County, Calhoun County, Darlington County, Dorchester County, Edgefield County, Fairfield County, Florence County, Georgetown County, Greenwood County, Horry County, Jasper County, Kershaw County, Lancaster County, McCormick County, Newberry County, Richland County, Saluda County, and Sumter County

Virginia (46)

Accomack County, Amelia County, Amherst County, Appomattox County, Augusta County, Campbell County, Caroline County, Charles City County, Colonial Heights City, Cumberland County, Dinwiddie County, Essex County, Franklin City, Franklin County, Halifax County, Hampton City, Harrisonburg City, Hopewell City, King and Queen County, Lancaster County, Louisa County, Lunenburg County, Lynchburg City, Nelson County, Newport News City, Norfolk City, Northampton County, Northumberland County, Nottoway County, Orange County, Page County, Petersburg City, Portsmouth City, Prince George County, Richmond City, Richmond County, Roanoke City, Rockingham County, Shenandoah County, Southampton County, Staunton City, Surry County, Sussex County, Warren County, Waynesboro City, and Westmoreland County

SCRC FY23 Attainment Counties and County Equivalents - 85

Alabama (1)

Baldwin County

Florida (13)

Collier County, Indian River County, Martin County, Monroe County, Nassau County, Okaloosa County, Palm Beach County, Santa Rosa County, Sarasota County, Seminole County, St. Johns County, Wakulla County, and Walton County

Georgia (12)

Bryan County, Cobb County, Columbia County, Coweta County, Effingham County, Fayette County, Fulton County, Harris County, Lee County, Morgan County, Oconee County, and Pike County

Mississippi (0)

North Carolina (10)

Camden County, Carteret County, Chatham County, Currituck County, Dare County, Iredell County, Mecklenburg County, Orange County, Union County, and Wake County

South Carolina (4)

Beaufort County, Charleston County, Lexington County, York County

Virgina (45)

Albemarle County, Alexandria City, Arlington County, Bedford County, Charlottesville City, Chesapeake City, Chesterfield County, Clarke County, Culpeper County, Fairfax City, Fairfax County, Falls Church City, Fauquier County, Fluvanna County, Frederick County, Fredericksburg City, Gloucester County, Goochland County, Greene County, Hanover County Henrico County, Isle of Wight County, James City County, King George County, King William County, Loudoun County, Madison County, Manassas City, Manassas Park City, Mathews County, Middlesex County, New Kent County, Poquoson City, Powhatan County, Prince William County, Rappahannock County, Roanoke County, Salem City, Spotsylvania County, Stafford County, Suffolk City, Virginia Beach City, Williamsburg City, Winchester City, and York County

Thomas Jefferson Planning District Commission

Regional Vision ▪ Collaborative Leadership ▪ Professional Service

MEMO

To: TJPD Commissioners
From: David Blount, Deputy Director, and Lori Allshouse, VATI Program Director
Date: September 7, 2023
Re: Unsolicited proposal for Virginia Telecommunication Initiative (VATI) funding

Purpose:
To provide the Commission with information for consideration of an unsolicited proposal to apply for Fiscal Year 2024 (FY24) VATI funding for rural area broadband expansion.

Background:
At its April 7, 2022, meeting, the TJPDC approved Guidelines for the Public-Private Education and Infrastructure Act of 2002, to position the TJPDC to solicit or accept proposals for qualifying projects that would benefit citizens of the region and where private involvement may provide the project to the public in a more timely or cost-effective fashion. Subsequent to the adoption of these Guidelines, the Commission has received, accepted, and later approved two unsolicited proposals related to rural area broadband expansion.

Summary:
The TJPDC recently received the attached unsolicited proposal pursuant to the Guidelines. The proposal would seek to expand fiber internet coverage in previously unfunded and unserved portions of six counties, and possibly others, which are part of the VATI 2022-funded broadband project administered by the TJPDC.

Recommendation: TJPDC staff has reviewed the proposal, in accordance with Item III B of the Guidelines, and recommends the Commission accept the unsolicited proposal from an Internet Service Provider (ISP) for publication and consideration for applying for FY24 VATI funds.

401 East Water Street ▪ Post Office Box 1505 ▪ Charlottesville, Virginia 22902-1505
Telephone (434) 979-7310 ▪ **Fax** (434) 979 1597 ▪ **Virginia Relay Users:** 711 (TDD) ▪ **email:** info@tjpdc.org ▪ **web:** www.tjpdc.org

Unsolicited Proposal

For Fiber Network Expansion for Universal Broadband Access

Prepared for:
Thomas Jefferson Planning District
August 29, 2023

Prepared by:
Gary Wood | CEO
Dennis Reece | Director, Engineering and Operations

Table of Contents

fireflyva.com

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83FIREFLY1 (833-473-3591) • info@fireflyva.com • P.O. Box 359 Lovingston, VA 22949

Thomas Jefferson Planning District – Unsolicited Proposal for Universal Broadband Access

Christine Jacobs, Executive Director
Thomas Jefferson Planning District

Dear Ms. Jacobs, August 29, 2023

Firefly Fiber Broadband 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 4300 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 ensure 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 at up to one gigabit per second speed/bandwidth to each location.

For the 2024 VATI grant program, the definition of an eligible location has been changed to include all locations that do not presently have a 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 5-year-old company that has almost 23,000 active accounts with a goal of exceeding 26,000 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 operate the largest fiber network in central Virginia and one of the largest rural fiber networks in the state,
- We are an Eligible Telecommunication Company (ETC) and Competitive Local Exchange Carrier (CLEC); 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 Affordable Connectivity Program (ACP)

Our attached proposal shares the details and demonstrates how we are the right partner for the TJPDC.

We look forward to meeting with you to discuss our proposal.

Best Regards,

Gary E Wood

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 Broadband 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 35 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 four 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 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, was completed 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 Director of Engineering and Operations of CVSI. Mr. Reece has more than 26 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 an 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' 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 23,000 active subscribers. Starting 2019 with 0 paying subscribers, it will approach 26,000 at the end of 2023. 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 35 employees and growing. This local company will be a great partner for TJPD in assuring gigabit speed service is available at every unserved location across the 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 2024 VATI project will begin after contracts are in place for the project and continue for 18 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 1 Gbps 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 2000 and 3000 unserved locations that do not have available 20 mbps upload and 100 mbps 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 shown in orange on the attached map. 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 scop in time for the final VATI application to be completed.

At present, known permit requirements include the Virginia Department of Transportation and regional railroads for work done within their easements, and local planning departments 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 are for the project to cost $15 million to $25 million, but the cost may go up if other areas of need are identified.

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 20 mbps upload but still be the internet provider of choice for subscribers, Firefly assumes a 50% initial take rate. The budget and level of grant request will be calculated on this basis.

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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 3.8 Mbps 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. The region 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://ftth.socious.com/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 be 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 can out with 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-charting-a-path-to-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

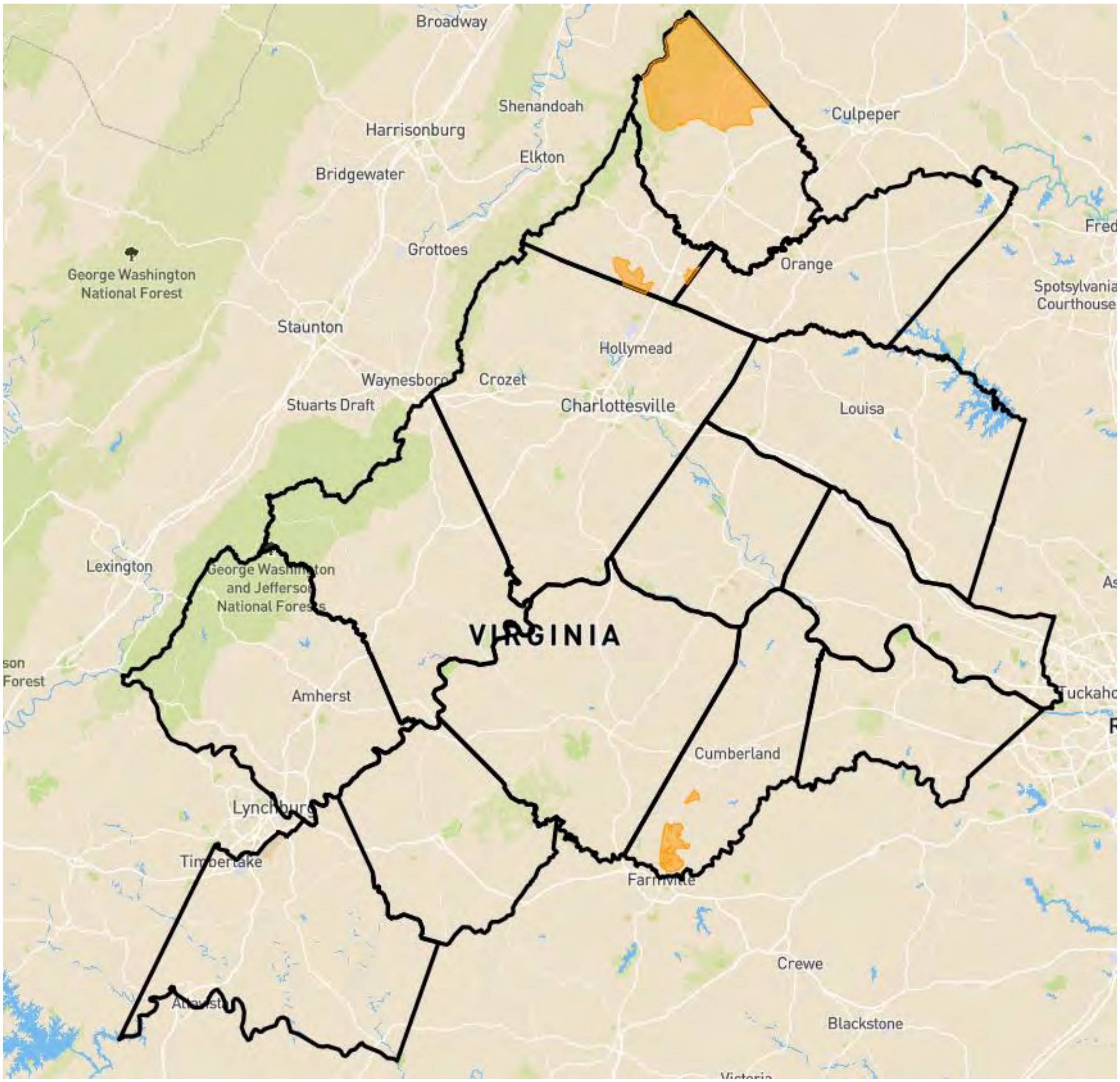
Michael Culp, Director of Broadband Accessibility and Affordability Office
Albemarle County
434-296-5891
mculp@albemarle.org

Eric Dahl, County Administrator
Fluvanna County
434-591-1910
edahl@fluvannacounty.org

Christian Goodwin, County Administrator
Louisa County
540-967-3400
cgoodwin@louisa.org

Addendum 1: Map

The map shown below are areas previously identified as unserved and/or underserved and were included in the TJPDC VATI 2023 submission. We are working with each of our county partners to identify additional areas that also meet this definition and that might be added to this proposal/project. This map is subject to change.



Thomas Jefferson Planning District Commission Organizational Strategic Plan FY2024-2028

Draft
September 7, 2023

1

TJPDC FY24-28 Strategic Plan Process Timeline

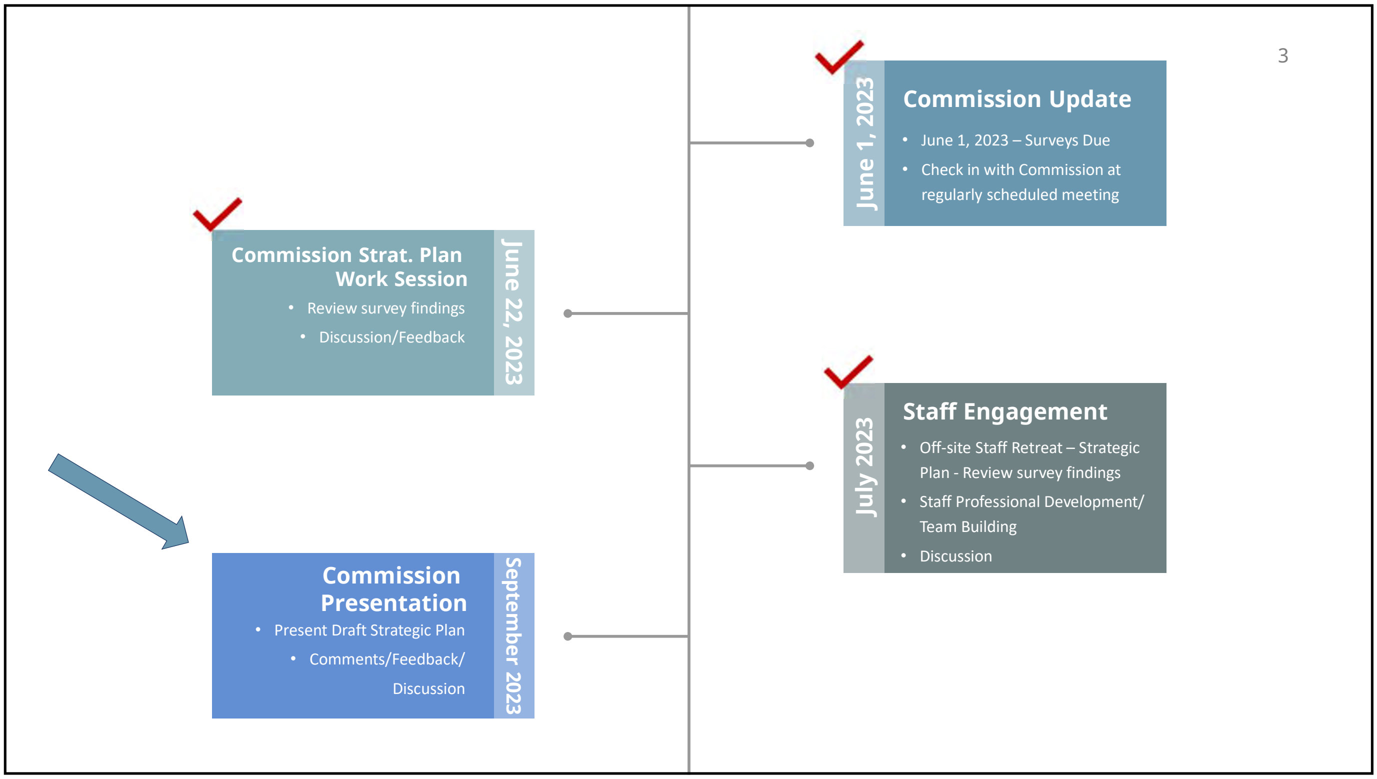
Start

May 4, 2023 — Commission Meeting
- Share Process Timeline
- Reaffirm Mission, Vision, Values

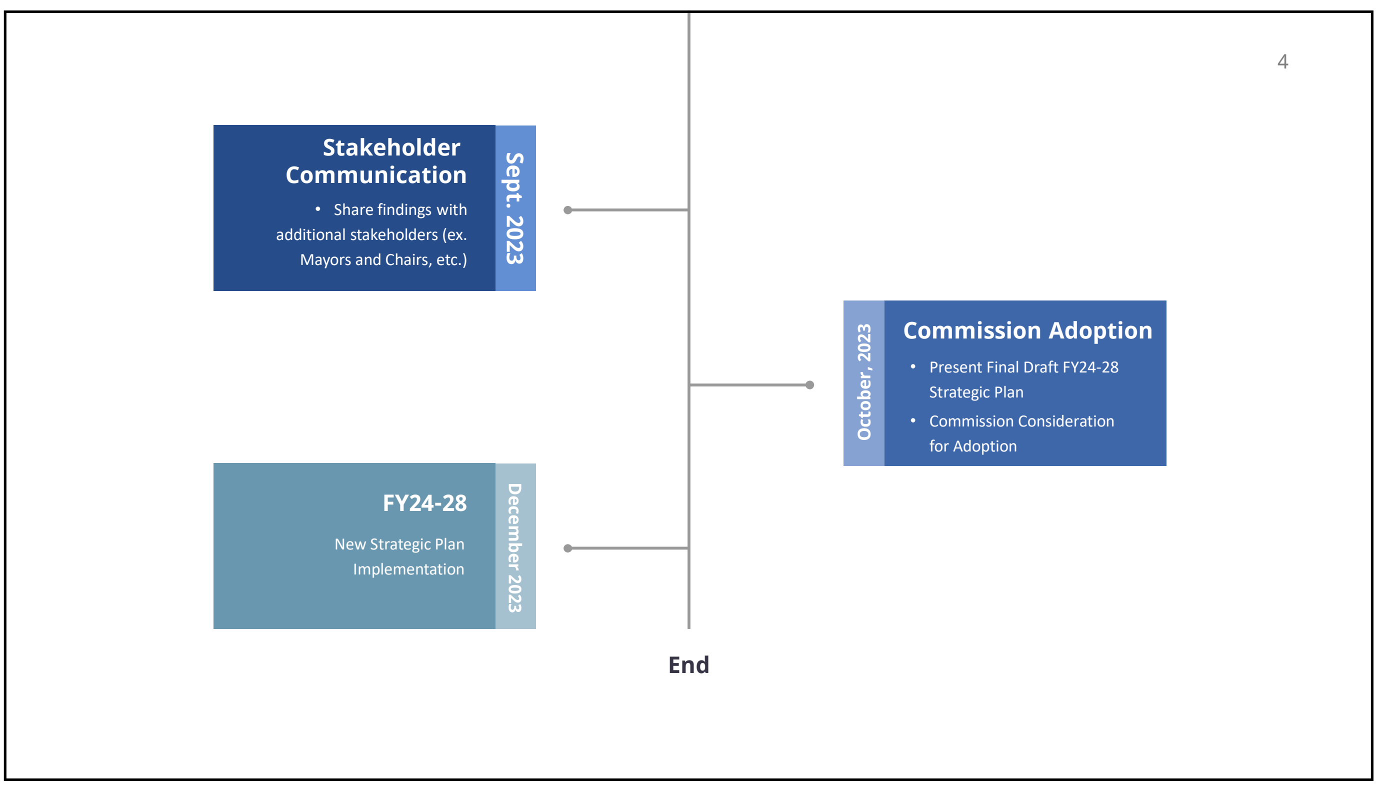
May 4-11 — Staff Preparation
- Refine Process Timeline
- Prep list of services, programs, staffing, funding for TJPDC
- Benchmarking – Strat. Plans
- Develop Survey Distribution List
- Develop survey questions related to current services

May 11-18 — Staff Preparation
- Prep list of services, programs, staffing, funding for other PDC/RC/COGs similar to TJPDC
- Develop survey questions related to potential future services/needs
- Develop survey questions related to performance
- May 18, 2023 – Distribute Survey

2


3
June 1, 2023
Commission Update
• June 1, 2023 – Surveys Due
• Check in with Commission at regularly scheduled meeting
Commission Strat. Plan Work Session
• Review survey findings
• Discussion/Feedback
June 22, 2023
July 2023
Staff Engagement
• Off-site Staff Retreat – Strategic Plan - Review survey findings
• Staff Professional Development/ Team Building
• Discussion
Commission Presentation
• Present Draft Strategic Plan
• Comments/Feedback/ Discussion
September 2023

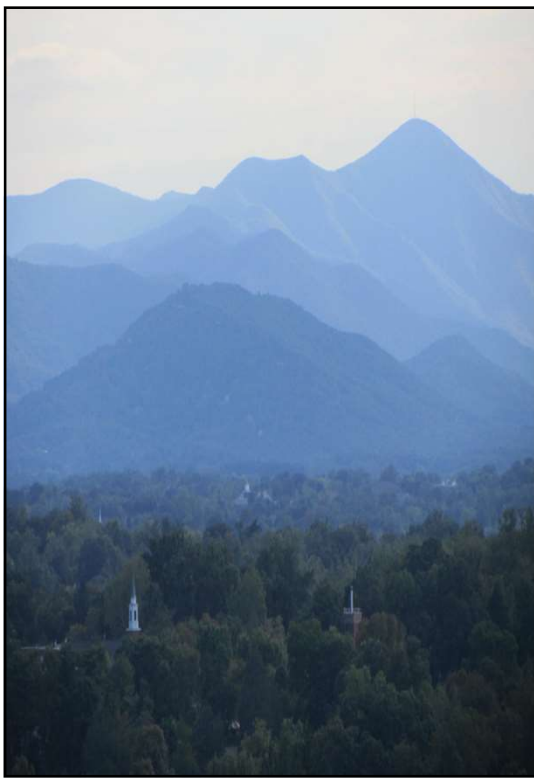
3


4
Stakeholder Communication
• Share findings with additional stakeholders (ex. Mayors and Chairs, etc.)
Sept. 2023
October, 2023
Commission Adoption
• Present Final Draft FY24-28 Strategic Plan
• Commission Consideration for Adoption
FY24-28
New Strategic Plan Implementation
December 2023
End

4

Table of Contents

5



6

Executive Director's Message

- Exemplifying core values
- Reflection of successes in last three years
- New accomplishments for the TJPDC
- Looking forward – Mission

Background

- PDCs established under Regional Cooperation Act
- Purpose of PDCs
- Duty to create a strategic plan in cooperation with local governments
- TJPD Commission membership
- Map of member jurisdictions

Introduction

- Purpose of the Plan – To identify agency priorities
- Development of the Plan – Timeline

6

Mission

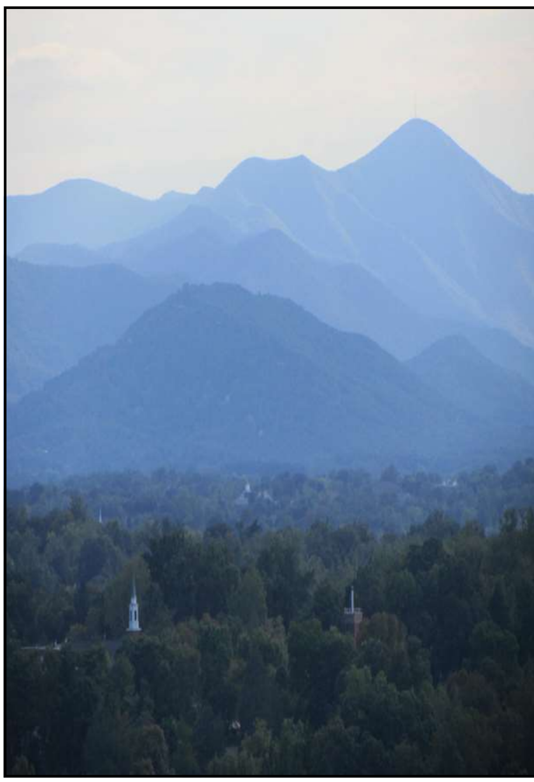
"The Thomas Jefferson Planning District Commission serves our local governments by providing regional vision, collaborative leadership, and professional service to develop effective solutions."

Regional Vision: TJPDC facilitates the creation of a shared vision by bringing the six governments together to understand the contribution of each to the region and the role each will play in serving the region's needs.

Collaborative Leadership: TJPDC leads the development of solutions for the region's issues by helping member governments identify the critical issues facing the region and finding collaborative approaches to address those issues.

Professional Service: TJPDC serves our members by providing cost-effective, high quality technical assistance that focuses on their most important issues.

7



8

Vision

Regional Vision: Members create a shared vision by bringing the six governments together to understand the contribution of each to the region and the role each will play in meeting the region's needs.

Organizational Vision: The TJPDC works at the intersection of ideas, partnerships, and support, to create a cohesive regional community.

8

Core Values

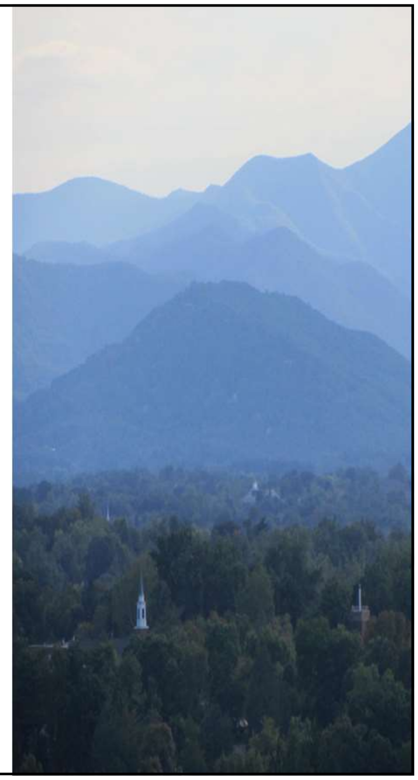
Professionalism – We will be trustworthy, responsive, and accountable in service to our members.

Accountability - We will be credible, dependable, and responsible in all that we do.

Collaboration – We will work together with members and partners to manage, support, and innovate.

Adaptability – We will anticipate and creatively respond to changing landscapes to support our members.

Equity – We will respect the different values and needs of our members and will provide fair treatment, access, and opportunity for our members, stakeholders, and the community.



9

Outreach Process - Roles

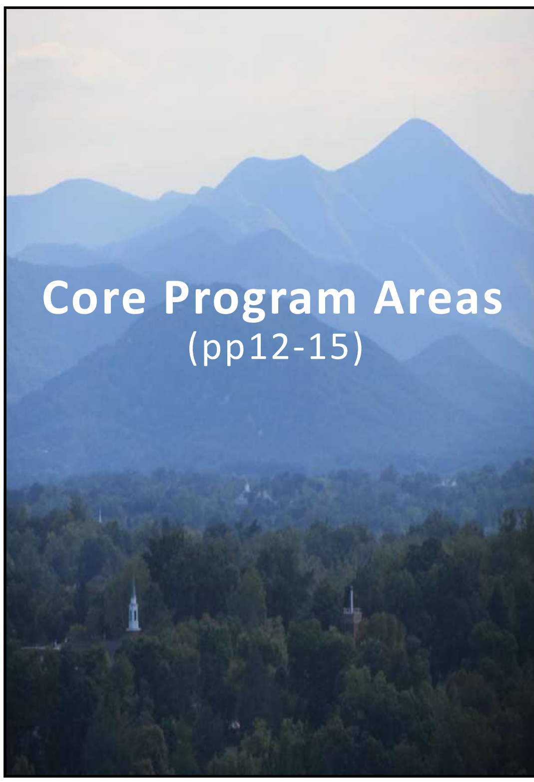
Member Goverments	Identify Issues	Define Actions	Make Recommendations to TJPDC Staff
TJPDC Staff	Receives Input	Drafts Recommendations on Key Programs, Projects, and Services	Implement Plans
TJPD Commissioners	Define Priority Policy/Program Areas	Approve Strategic Plan	Allocate Resources

10

Outreach Process

- Survey Distribution
- Survey Respondents
- Survey Description/Content
- Board Work Session Summary

11



Core Program Areas
(pp12-15)

12

- Transportation/Transit
- Housing
- Legislative Services
- Environmental Planning
- Broadband
- Regional/ Local Planning

12

Priority Actions

1. Continue to Serve as a Key Convener on Critical Regional Topics
2. Build and Maintain Relationships with Local, State, and Federal Agency Staff/Funders
   a. Regularly Attend Scheduled Board/Council Meetings
   b. Conduct Regularly Scheduled Check-In Meetings with Staff Leadership of all Member Jurisdictions
   c. Attend Regularly Scheduled Check-In Meetings on State/Federally Funded Programs

13

Priority Actions

3. Enhance Communication with all Member Jurisdictions
   a. Issue a Monthly e-Newsletter
   b. Issue a Written Quarterly Report on all Programs/Projects
   c. Issue a Written Director's Report with Monthly Commission Packet
4. Conduct a Policy Audit/Review
   a. Develop or Update Key Policies/Guidance
   b. Update Employee Handbook

14

Priority Actions

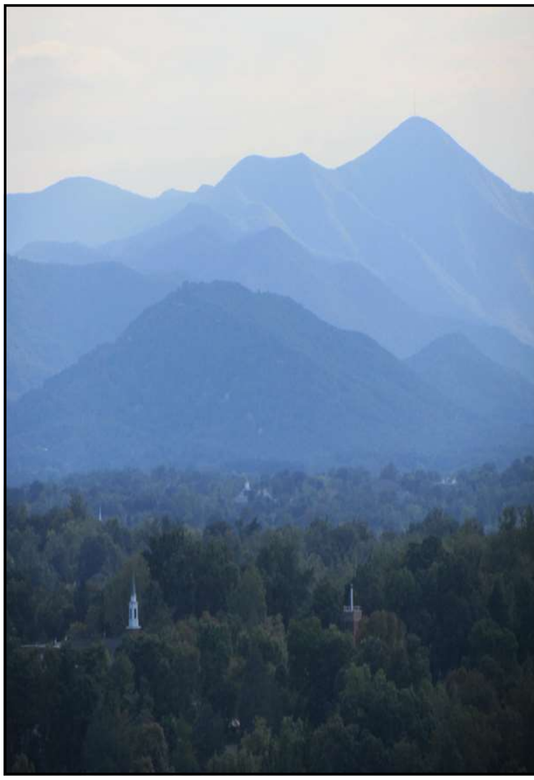
5. Improve the adoption of best practices, policies, and procedures to ensure efficient and effective operations, particularly in the areas of financial management and human resources
   a. Improve Systems to Support Budgeting, Accurate Reporting, and Financial Planning
   b. Enhance Communication on Financial Performance
   c. Conduct a Policy Audit/Review to Update or Develop Key Policies, Guidance, and Employee Handbook

15

Priority Actions

6. Maintain a Vibrant Company Culture
   a. Develop Staff Retention Strategy
   b. Regularly Plan and Conduct Team building/Staff Retreats and Staff Meetings
   c. Provide Opportunities for Staff Professional Development
7. Solidify Office Plans prior to September 2025 Lease Expiration

16



17

Acknowledgements

- TJPDC Commissioners
- TJPDC Staff

Conclusion

Appendix

- Survey Questions
- Survey Responses

17

Feedback?

Next Steps:

- October – Final Plan before the Commission for Consideration/Adoption

18

Thomas Jefferson Planning District Commission

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION

ORGANIZATIONAL STRATEGIC PLAN

FY 2024-2028

Adopted Date: TBD

Table of Contents

EXECUTIVE DIRECTOR'S MESSAGE

As a regional body that has the privilege of working on key policy topics, the staff at the Thomas Jefferson Planning District Commission recognizes the importance of exemplifying our core values of Collaboration, Professionalism, Adaptability, Accountability, and Equity. We work to provide a forum for discussion of issues localities have in common, or on which there is disagreement. We plan cooperatively for the future and work to decrease fragmentation in government. As a public body, we strive to include the public in both our planning and in decision-making and recognize the importance of engaging various stakeholders in our processes.

In reflecting on the last several years, the TJPDC has successfully navigated significant leadership changes, to include the Executive Director, Finance Director, and the Chief Operating Officer, as well as maintained efficient operations through various other staff transitions. There are several notable accomplishments that warrant recognition as the region navigated the global COVID-19 pandemic. We embarked on our largest ever program as the recipient of a $79 million grant to deploy universal broadband across 13 participating jurisdictions. In 2021, the TJPDC initiated the new Regional Blue Ridge Cigarette Tax Board on behalf of eight participating jurisdictions. Through the work of the Regional Housing Partnership, we secured new state and federal grants to support affordable housing in the region, to include a new Virginia Housing PDC Development Grant to build new housing units and a HOME-ARP federal grant to support housing stability following the pandemic.

Additionally, the TJPDC has ventured into supporting regional economic development through a grant award to develop the region's first Comprehensive Economic Development Strategy (CEDS) Plan. Through the Regional Transit Partnership, the TJPDC has led the region in transit planning through the development of a Regional Transit Vision Plan, work on a Regional Transit Governance Study, and a successful grant award to develop a new Regional Mobility Management Program. Our environmental programs have flourished as we embarked on the new Watershed

Improvement Program and reinvigorated the work of the Rivanna River Basin Commission. Our urban and rural transportation programs continued to support the region in securing significant investment in transportation networks utilizing the Commonwealth's SMART SCALE process. These are just a few of the many programs and projects that have positioned the TJPDC as a regional resource in areas of local and regional importance.

Looking forward, this strategic plan will guide the Commission's programs and investments in fiscal years 2024 through 2028 as it seeks to help the jurisdictions in the Commonwealth of Virginia's Region 10 work together. On behalf of the TJPDC staff, I wish to thank the countless elected and appointed officials, and staff that support the work of the TJPDC through local, state, and federal funding as well as through local per capita contributions. We value our professional partnerships as we serve our local governments by providing *regional vision, collaborative leadership, and professional service to develop effective solutions in the region.*

Sincerely,

Christine Jacobs, Executive Director

I. BACKGROUND

In 1968, Virginia was divided into planning districts based on the community of interest among its counties, cities, and towns. A Planning District Commission (PDC) is a political subdivision of the Commonwealth, established by the General Assembly under the Regional Cooperation Act, *Code of Virginia,* § 15.2-4200. There are 21 Planning District Commissions/Regional Commissions in the Commonwealth.

The purpose of PDCs, as set out in the *Code of Virginia,* § 15.2-4207, is "*...to encourage and facilitate local government cooperation and state-local cooperation in addressing on a regional basis, problems of greater than local significance. The cooperation resulting from this chapter is intended to facilitate the recognition and analysis of regional opportunities and take account of regional influences in planning and implementing public policies and services."*

"The planning district commission shall also promote the orderly and efficient development of the physical, social and economic elements of the district by planning, and encouraging and assisting localities to plan, for the future."

The program work of PDCs is to meet the needs of local and state government. Within their region, they may serve to build regional approaches to issues like economic development, affordable housing, transportation, waste management, and legislative priorities. In other states, organizations like PDCs are known as regional councils, regional commissions, and councils of governments.

One important duty of a PDC is to create a strategic plan for its region of service. This plan is created in cooperation with local governments and intended to help promote the orderly and efficient development of the PDC by stating the mission, vision, core values, priority programs, and strategies to accomplish regional goals.

The Thomas Jefferson Planning District Commission (TJPDC), Region 10, was founded in 1972 to provide a forum for discussion of issues localities have in common, or on which there is disagreement; to work to decrease fragmentation in government; to plan cooperatively for the future; and to provide planning services to local governments as requested. As a public body, the TJPDC strives to include the public in decision-making.

The TJPDC organization is guided by a locally appointed, 12-member Commission, of which at least 51% are local elected officials. Member localities include the City of Charlottesville and the Counties of Albemarle, Fluvanna, Greene, Louisa, and Nelson. Commission meetings are open to the public. Funding sources include annual contributions from member local governments, state appropriations, grants from state and federal governments, contract services, and private foundations.

2. Introduction

Purpose of the Plan

Periodically, the TJPDC engages in a strategic planning effort to prioritize its activities in a manner that is consistent with its mission. The strategic plan identifies agency priorities that guide the development of the TJPDC's work plan and budget. This document is intended to serve as the TJPDC's Strategic Plan for Fiscal Year 2024 to Fiscal Year 2028 by defining, identifying, or reaffirming the following:

- Mission, Vision, Core Values,
- Broad program areas where the TJPDC will focus its efforts over the five-year period,
- Specific issues within each of the program areas,
- Intersections of program areas that are interdependent upon each other, and
- Organizational administrative strategies to ensure continued efficient operations.

Development of the Plan

The TJPDC began the Strategic Planning process in May of 2023 with a kick-off meeting of the Commission to determine the strategic plan timeline and process, and to reaffirm the TJPDC's mission and vision statements. In mid-May, staff distributed a survey to key stakeholders. The Commission then held a strategic planning work session on June 22, 2023, to review the survey data results and to prioritize program areas and key projects and activities within each program. In July of 2023, staff participated in a professional development and strategic planning retreat to review survey findings, discuss the Commissioner's feedback, and reaffirm the organization's core values. A draft of the strategic plan was presented to the Commission at its September 7, 2023, meeting, with the final to be considered and adopted at the October 2, 2023, Commission meeting.

3. Mission, Vision, Core Values

Mission

"The Thomas Jefferson Planning District Commission serves our local governments by providing regional vision, collaborative leadership, and professional service to develop effective solutions."

Regional Vision: TJPDC facilitates the creation of a shared vision by bringing the six governments together to understand the contribution of each to the region and the role each will play in serving the region's needs.

Collaborative Leadership: TJPDC leads the development of solutions for the region's issues by helping member governments identify the critical issues facing the region and finding collaborative approaches to address those issues.

Professional Service: TJPDC serves our members by providing cost-effective, high quality technical assistance that focuses on their most important issues.

Vision

Regional Vision: Members create a shared vision by bringing the six governments together to understand the contribution of each to the region and the role each will play in meeting the region's needs.

Organizational Vision: The TJPDC works at the intersection of ideas, partnerships, and support, to create a cohesive regional community.

Core Values

Collaboration – We will work together with members and partners to manage, support, and innovate.

Professionalism – We will be trustworthy, responsive, and accountable in service to our members.

Adaptability – We will anticipate and creatively respond to changing landscapes to support our members.

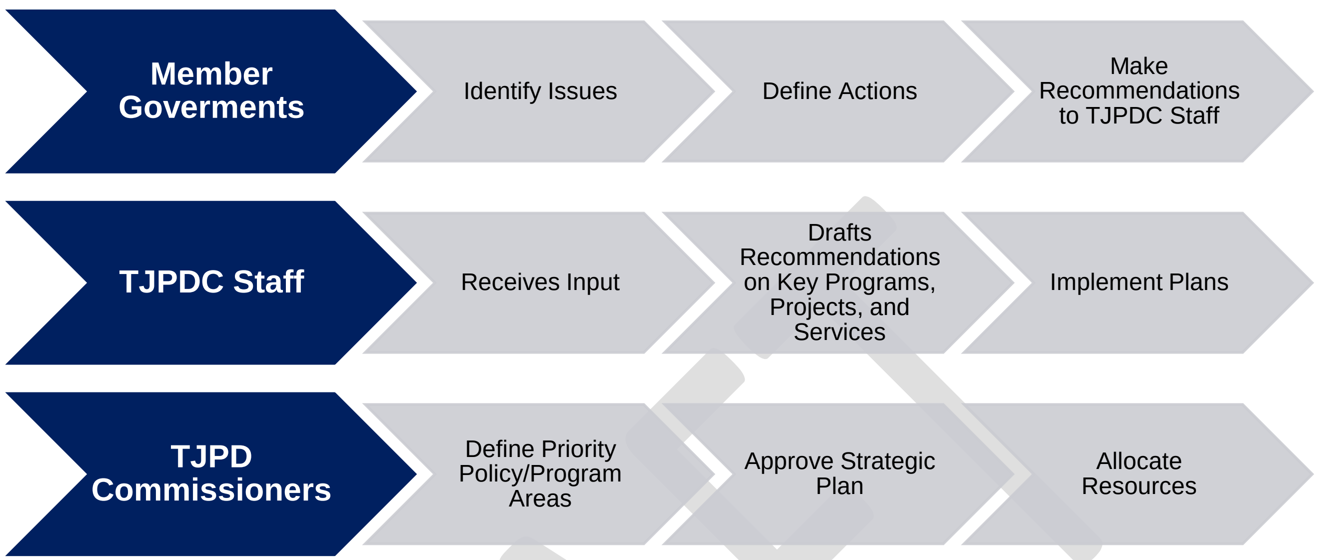
Accountability - We will be credible, dependable, and responsible in all that we do.

Equity – We will respect the different values and needs of our members and will provide fair treatment, access, and opportunity for our members, stakeholders, and the community.

4. Outreach Process

Outreach Process

The TJPDC's strategic planning process is intended to be an inclusive process that challenges and engages our member localities. An outreach plan was developed to ensure that the TJPDC was receiving input from policymakers and staff, while utilizing the expertise of both member and partner agencies. To do so, the following roles are determined:



To seek input from our member governments and commissioners, staff developed a survey that was distributed to each locality's Chief and Deputy/Assistant Administrative Officers, elected bodies, Planning/Community Development Directors, as well as to all twelve appointed TJPD Commissioners. The survey was sent to a total of 53 recipients. Of those, 17 responded, to include seven local government staff, seven elected officials, one elected official/TJPDC Commissioner, and two TJPDC commissioners (not elected officials).

The survey first asked stakeholders to reaffirm the TJPDC's existing mission, vision, and core values. Next, stakeholders considered thirteen priority areas and indicated whether the policy areas were Very Important, Important, Unimportant, or Not Applicable. Within the program areas, stakeholders were then asked to assess the importance of thirty-four different Transportation/Transit, Housing, Environmental Planning, and General Services that the TJPDC currently offers. Next, stakeholders were asked to consider their interest in seventeen services that the TJPDC does not currently offer that other regional councils of governments do provide within their regions. Finally, stakeholders were given the opportunity to assess the TJPDC's current performance by indicating the level to which they agree with fifteen performance statements. Throughout the survey, there were opportunities for survey respondents to leave open ended comments and suggestions. *A copy of the survey and results is included in the Appendix.*

After receiving survey data input, the Commissioners refined the broad policy goals, discussed core themes, strengths, and areas for awareness/improvement, and participated in a "Stop, Start, Continue" Retrospective. Based on the TJPDC's mission and vision, the commission identified six major policy areas where the TJPDC should continue to focus its efforts:

Transportation/Transit	Housing	Legislative Services
Environmental Planning	Broadband	Regional/ Local Planning

Further, the importance of the intersection of policy areas was a key element of discussion. The TJPD Commission identified during the planning process the importance of comprehensive planning that prioritizes the *intersection* of codependent priority areas. For example, economic development is heavily dependent upon transportation, housing, and regional infrastructure; housing activity is influenced by transportation and job access; and access to broadband impacts the housing market and economic development.

The Commission and the staff of the TJPDC are in a unique regional and stakeholder-centric position and are central to many of these codependent policy issues. The TJPDC forges partnerships with decision-makers to provide comprehensive facilitation, convening, research, and planning to promote regionally unified solutions to our area's priority needs.

5. Priority Program Areas

Priority Program Areas

To effectively serve the region, it is important that the TJPDC equally serves all member jurisdictions by prioritizing the balances between both urban and rural service, and regional and local support. Additionally, the TJPDC must provide core, dependable services while maintaining flexibility to adapt to the ever-changing needs of our community. As such, the TJPDC's priority program areas for 2024-2028 are as follows:

Transportation/Transit

- Metropolitan Planning Organization (MPO)
  - Long-Range Transportation Plan (LRTP)
  - State Transportation Improvement Program (STIP) Management
  - Local Corridor & Safety Studies
  - Smart Scale Identification and Implementation
  - On-Call Technical Assistance
  - Virginia Association of Metropolitan Planning Organizations
  - Bicycle/Pedestrian Planning Coordination
- Rural Transportation Program
  - Rural Long-Range Transportation Plan
  - Local Corridor & Safety Studies
  - Smart Scale Identification and Implementation
  - Transportation Alternative Program Application and/or Administration Support
  - Federal Grant Identification, Application, and Implementation
- Rideshare/Travel Demand Management
  - Travel Demand Management Strategic Plan
  - Park and Ride/Vanpools
  - Promotion of Active Transportation and Telework

-
    - Support State Department of Transportation Initiatives
- Public Transit Planning
    - Regional Transit Partnership
    - Regional Transit Governance Study
    - Regional Mobility Management
- State and Federal Grant Identification, Application, and Implementation
    - US Department of Transportation Safe Streets and Roads for All (SS4A)
    - US Department of Transportation Rebuilding American Infrastructure with Sustainability and Equity (RAISE)

Housing

- HOME Consortium
    - US Department of Housing and Urban Development (HUD) Annual HOME Investment Partnership Administration
    - Consolidated Plan/Action Plan
    - HOME-ARP Administration
- US Department of Agriculture (USDA) Housing Preservation Grant (HPG) Administration
- Regional Housing Director's Coordination
- Central Virginia Regional Housing Partnership (CVRHP)
    - Regional Housing Study/Needs Assessment
    - AmeriCorps VISTA Sponsorship
    - Regional Housing Events
    - Regional Land Bank Feasibility Study
- Virginia Eviction Reduction Pilot Implementation
- VA Housing Planning District Commission Development Grant Implementation
- State and Federal Grant Identification, Application, and Implementation

Legislative Services

- Legislative Services
  - Local requests for state legislation
  - Local assistance, research, and advocacy
- Legislative Program
  - Regional priorities and issues of local interest
  - Meetings with local governing bodies
- Legislative Meetings
  - Support for local government/legislator meetings
- Communications
  - Legislative Newsletters
  - General Assembly Summary
- Mayors and Chairs/CAOs
  - Quarterly meeting coordination

Environmental Planning

- Watershed Improvement Program (WIP)
- Solid-Waste Management Planning and VA Department of Environmental Quality (DEQ) Recycling Report
- Rivanna River Basin Commission (RRBC) Administration
- Hazard Mitigation Planning
- State and Federal Grant Identification, Application, and Implementation

Broadband

- Virginia Telecommunication Initiative Grant Administration
- Regional Coordination
- Regional Technical Assistance (research, Guidance, Status Updates)
- Regional Education and Promotion

Regional/Local Planning

- Blue Ridge Cigarette Tax Board Administration
- Grant Writing, Application, and Administration Services
- Local Technical Assistance, Land Use Planning
- Regional Economic Development Planning
    - Comprehensive Economic Development Strategy (CEDS)
    - Central Virginia Partnership for Economic Development (CVPED) Board Representation
    - GO Virginia Region 9 Council Representation
- Long-Range Planning
- Small Area Planning
- Local Comprehensive Plan Development Support
- Demographic and Data Resources
- Service on Local Government Steering/Stakeholder/Technical Committees
- Virginia Association for Planning District Commissions (Executive Director)
- Charlottesville Area Alliance Board Representation
- Janut Board Representation
- Center for Nonprofit Excellent Board Representation
- TJPDC Corporation Nonprofit Administration

6. Priority Actions

The following priority actions will guide the TJPDC's work as we continue to identify and address key regional issues through responsive programming. Progress on the priority actions will be reported to the commission annually in years FY25-FY28.

1. Continue to Serve as a Key Convener on Critical Regional Topics
2. Build and Maintain Relationships with Local, State, and Federal Agency Staff/Funders
   a. Regularly Attend Scheduled Board/Council Meetings
   b. Conduct Regularly Scheduled Check-In Meetings with Staff Leadership of all Member Jurisdictions
   c. Attend Regularly Scheduled Check-In Meetings on State/Federally Funded Programs
3. Enhance Communication with all Member Jurisdictions
   a. Issue a Monthly e-Newsletter
   b. Issue a Written Quarterly Report on all Programs/Projects
   c. Issue a Written Director's Report with Monthly Commission Packet
4. Conduct a Policy Audit/Review
   a. Develop or Update Key Policies/Guidance
   b. Update Employee Handbook
5. Improve the adoption of best practices, policies, and procedures to ensure efficient and effective operations, particularly in the areas of financial management and human resources
   a. Improve Systems to Support Budgeting, Accurate Reporting, and Financial Planning
   b. Enhance Communication on Financial Performance
   c. Conduct a Policy Audit/Review to Update or Develop Key Policies, Guidance, and Employee Handbook
6. Maintain a Vibrant Company Culture
   a. Develop Staff Retention Strategy
   b. Regularly Plan and Conduct Team building/Staff Retreats and Staff Meetings
   c. Provide Opportunities for Staff Professional Development
7. Solidify Office Plans prior to September 2025 Lease Expiration

7. Acknowledgements

Appreciation is expressed to the commission members, appointed officials, and staff who worked on the development of this regional strategic plan.

TJPDC Commissioners

Albemarle County

Ned Gallaway, Albemarle County Board of Supervisors, TJPDC Chair

Jim Andrews, Albemarle County Board of Supervisors

City of Charlottesville

Michael Payne, Charlottesville City Council

Lyle Solla-Yates, Charlottesville Planning Commission

Fluvanna County

Tony O'Brien, Fluvanna County Board of Supervisors, TJPDC Vice-Chair

Keith Smith, Fluvanna County Citizen Appointee, TJPDC Treasurer

Greene County

Dale Herring, Greene County Board of Supervisors

Andrea Wilkinson, Greene County Citizen Appointee

Louisa County

Rachel Jones, Louisa County Board of Supervisors

Tommy Barlow, Louisa County Board of Supervisors

Nelson County

Ernie Reed, Nelson County Board of Supervisors

Jesse Rutherford, Nelson County Board of Supervisors

TJPDC Staff

Christine Jacobs
Executive Director

David Blount
Deputy Director/Legislative Director

Ruth Emerick
Chief Operating Officer/Program Director

Sandy Shackelford
Director of Planning and Transportation

Laura Greene
Director of Finance

Gretchen Thomas
Administrative Assistant

Sara Pennington
TDM/Rideshare Program Manager

Lucinda Shannon
Senior Regional Planner

Lori Allshouse
VATI Program Director

Gorjan Gjorgjievski
VATI Program Administrator/Assistant

Ryan Mickles
Regional Transportation Planner III

Ian Baxter
Regional Housing Planner II

Isabella O'Brien
Regional Environmental Planner I

Laurie Jean Talun
Regional Housing Grants Manager

Curtis Scarpignato
Regional Transportation Planner I

Otis Collier
BRCTB Compliance Agent

8. Conclusion

By updating its strategic plan, the TJPDC has shown its recognition that new ideas, partnerships, and supportive assistance are key to its future success. The challenge lies in ensuring continuous improvement. Policy makers and staff need to continue the dialogue begun with members, member staff, and stakeholders, to ensure that their needs and concerns are being addressed.

This plan aims largely to be a broad and flexible document that provides longer-term program direction. We anticipate that as new programs and initiatives are undertaken, new strengths and opportunities, as well as new weaknesses and threats, will develop. It is important that member local governments, including elected officials and chief executive officers, understand and embrace ownership of the TJPDC as it supports the region in facing these opportunities and challenges. It also is important for staff and Commissioners to support and advocate for the services the TJPDC provides, to promote regional partnerships, collaborative discussions, and effective projects, as well as assistance to member localities.

The TJPDC's primary focus should be on facilitating the partnerships and discussions necessary to define the region and strengthen locality efforts to deliver quality services to its citizens in an effective and fiscally responsible manner. It is essential that the leadership commitment exhibited to date continues to grow, and that staff be provided with the support and guidance necessary to bring this plan to fruition. Such an ongoing commitment will provide the TJPDC with the necessary tools to assist with individual local needs while pursuing regional opportunities for the region in the coming years.

APPENDIX

Survey Questions


TJPDC 2023-2026 Strategic Plan

Thomas Jefferson Planning District Commission

The Thomas Jefferson Planning District Commission is undergoing a three-year strategic planning process. As a key stakeholder, your feedback is very important to us. Please complete the following survey by Friday, June 2, 2023. It should take approximately 10 minutes. Thank you.

Next

Page 1 of 8

TJPDC 2023-2026 Strategic Plan

Overview

Planning District Commissions

The purpose of Planning District Commissions is to encourage and facilitate local government cooperation and state-local cooperation in addressing on a regional basis problems of greater than local significance. They are intended to foster intergovernmental cooperation by bringing together local elected and appointed officials and involved citizens to discuss common needs and determine solutions to regional issues.

What is your relationship to the TJPDC?*

Please select all that apply.

- ☐ Elected Official
- ☐ TJPD Commissioner
- ☐ Local Government Staff

If you are local government staff, what is your role?

Please skip this question if it does not apply to you.

Back | Next | Page 2 of 8

TJPDC 2023-2026 Strategic Plan

TJPDC's Mission, Vision, and Core Values

The TJPDC would like to reaffirm its Mission, Vision, and Core Values. Please indicate if you agree with the following.

Mission - The Thomas Jefferson Planning District Commission serves our local governments by providing regional vision, collaborative leadership and professional service to develop effective solutions.

- **Regional Vision:** TJPDC facilitates the creation of a shared vision by bringing the six governments together to understand the contribution of each to the region and the role each will play in serving the region's needs.
- **Collaborative Leadership:** TJPDC leads the development of solutions for the region's issues by helping member governments identify the critical issues facing the region and find collaborative approaches to address those issues.
- **Professional Service:** TJPDC serves our members by providing cost effective, high quality technical assistance that focuses on their most important issues.

	Yes	No
Mission*	○	○

Optional Comment/Feedback on the TJPDC's Mission

1000

Vision - TJPDC's vision is to be the intersection of ideas, partnerships, and support creating a cohesive regional community.

	Yes	No
Vision*	○	○

Optional Comment/Feedback on the TJPDC's Vision

1000

Core Values

Professionalism, Integrity, Accountability, Mutual Respect, Transparency

	Yes	No
Core Values*	○	○

Optional Comment/Feedback on the TJPDC's Core Values

1000

Back | Next | Page 3 of 8

TJPDC 2023-2026 Strategic Plan

TJPDC's Priority Areas, Programs, and Projects

How important are the following priority areas for the TJPDC to focus on?

	Unimportant	Important	Very Important	N/A
Transportation/Transit *	○	○	○	○
Housing*	○	○	○	○
Environmental Planning*	○	○	○	○
Legislative Services*	○	○	○	○
Economic Development*	○	○	○	○

Broadband*	○	○	○	○
Regional Cigarette Tax Board Administration*	○	○	○	○
Local Technical Support*	○	○	○	○
Regional Planning*	○	○	○	○
TJPDC Corporation Nonprofit*	○	○	○	○
Human Services*	○	○	○	○

More specifically, how important are the following programs/projects?

Transportation/Transit

	Unimportant	Important	Very Important	N/A
Rural Transportation Planning Program and Technical Advisory Committee (RTAC)*	○	○	○	○
Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) - UPWP, TIP, SmartScale*	○	○	○	○
Safe Streets and Roads for All - Regional Comprehensive Safety Action Plan*	○	○	○	○
Rideshare/Travel Demand Management/Telework/AgileMile *	○	○	○	○
Regional Transit Partnership Facilitation*	○	○	○	○
Regional Transit Governance Study/Regional Transit Authority Development*	○	○	○	○
Regional Mobility Management (Seniors, Persons with Disabilities)*	○	○	○	○
Transportation Alternative Program (TAP) Application Support and/or Administration*	○	○	○	○
Regional Bicycle/Pedestrian Planning Coordination*	○	○	○	○

Environmental Planning

	Unimportant	Important	Very Important	N/A
Watershed Improvement Planning (WIP)*				
Solid-Waste Management Planning and Required DEQ Recycling Report*				
Rivanna River Basin Commission (RRBC) Administration*				
Best Management Practices (BMP) Funding Application and/or Implementation Support*				

Back Next Page 4 of 8

TJPDC 2023-2026 Strategic Plan

TJPDC's Current Services

Please rate the importance of the local and regional **services** that the TJPDC currently provides.

Housing

	Unimportant	Important	Very Important	N/A
Regional HOME Investment Partnership Federal Grant Administration*	○	○	○	○
Regional HOME-ARP Federal Grant Administration*	○	○	○	○
Federal Housing Preservation Grant (HPG) Administration*	○	○	○	○
Regional Housing Partnership (RHP) Facilitation*	○	○	○	○

Virginia Eviction Reduction Pilot Implementation Grant (VERP) - Urban only*	○	○	○	○
VA Housing PDC Affordable Housing Development*	○	○	○	○
Regional Housing Needs Assessment/Data Collection and Reporting*	○	○	○	○
Regional Housing Events (Webinars, Summits, etc.)*	○	○	○	○

Services (Currently Provided)

	Unimportant	Important	Very Important	N/A
Legislative Services*	○	○	○	○
Grant Writing, Application Support*	○	○	○	○
Demographic and Data Resources*	○	○	○	○
GIS/Mapping*	○	○	○	○
Policy Research*	○	○	○	○
Conference/Meeting Space*	○	○	○	○
Environmental Review Coordination*	○	○	○	○
Serving as fiscal agent and providing administrative staff support for area agencies/nonprofits*	○	○	○	○
Citizen Engagement & Surveys*	○	○	○	○

Long Range Planning*	○	○	○	○
Local Comprehensive Plan Development*	○	○	○	○
Small Area Planning*	○	○	○	○
Regional Educational or Partnership Meetings*	○	○	○	○
Grant Administration*	○	○	○	○
Service on Local Government Steering/Stakeholder/Technical Committees*	○	○	○	○

Back | Next | Page 5 of 8

TJPDC 2023-2026 Strategic Plan

TJPDC's Additional Services

Please rate your level of interest in the following local and regional **services** that the TJPDC **does not** currently provide, but that are provided by other Planning District Commissions, Regional Councils, or Council of Governments in other states and/or areas of Virginia.

Additional Services (not currently provided)

	Not At All Interested	Not Very Interested	Neutral	Somewhat Interested	Very Interested
City/County Executive Services (Temp or PT Management)*	○	○	○	○	○
Committee & Meeting Coordination*	○	○	○	○	○
Disability Services/ADA Compliance*	○	○	○	○	○
Homelessness Planning and Services*	○	○	○	○	○
Energy Conservation*	○	○	○	○	○
Emergency Back-up Administrative Services*	○	○	○	○	○

Entrepreneurial Services*	○	○	○	○	○
Environmental and Historical Preservation*	○	○	○	○	○
Executive Search Assistance*	○	○	○	○	○
Nonprofit Management/Administration *	○	○	○	○	○
Planning and Permitting Staff Support*	○	○	○	○	○
Professional Facilitation, Board Retreats, Strategic Planning*	○	○	○	○	○
Volunteer Coordination*	○	○	○	○	○
Website, IT and e-media hosting*	○	○	○	○	○
Tourism Development*	○	○	○	○	○
Small Business Downtown Development*	○	○	○	○	○
Workforce Development*	○	○	○	○	○

Back Next

Page 6 of 8

TJPDC 2023-2026 Strategic Plan

Evaluating TJPDC's Performance

Please indicate if you agree or disagree with the following statements about the TJPDC.

TJPDC is balanced in its services to urban and rural members*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC is balanced in its delivery of regional and local services*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC delivers objective, high quality projects and/or services*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC has professional and dedicated staff*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC staff offer valuable expertise*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC communicates clearly and effectively with its member governments*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC is responsive to requests for services from its members*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC is effective at identifying critical regional issues*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC provides innovative solutions to regional issues*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

Member local governments show "ownership" of the TJPDC*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC is effective at leveraging state and federal resources to support local and regional initiatives*

Facebook Messenger

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC provides cost effective, high quality techical assistance*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC's communication through email, print, e-news and social media is professionally delivered*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC staff are effective at forming professional working relationships*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

TJPDC provides your local government a good value for the investment*

Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree

Back Next

Page 7 of 8

TJPDC 2023-2026 Strategic Plan

Closing

Thank you for taking the time to complete the TJPDC's 2023-2026 strategic planning survey. Your input is very valuable to us. At the close of the our planning process, we welcome the opportunity to share our final strategic plan with you.

Open Response Feedback

Please provide any additional feedback/comments that you have below.

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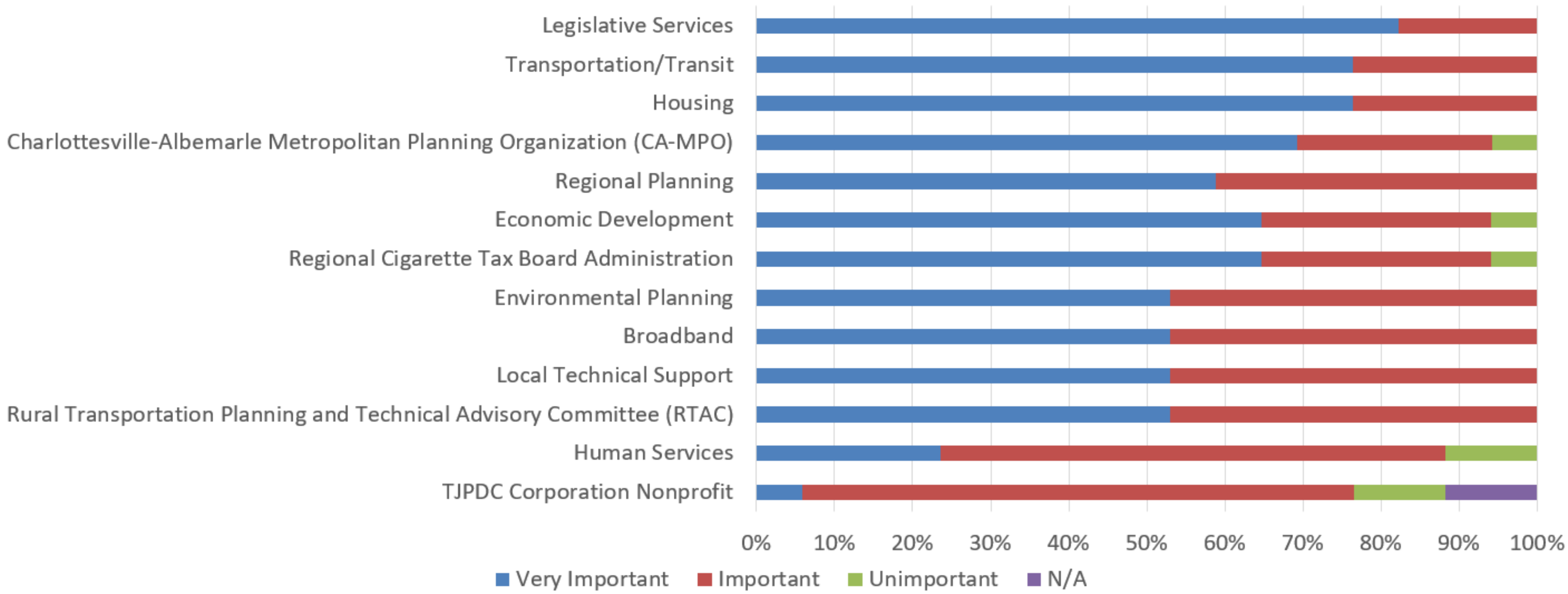
Back Submit Page 8 of 8

Survey Data

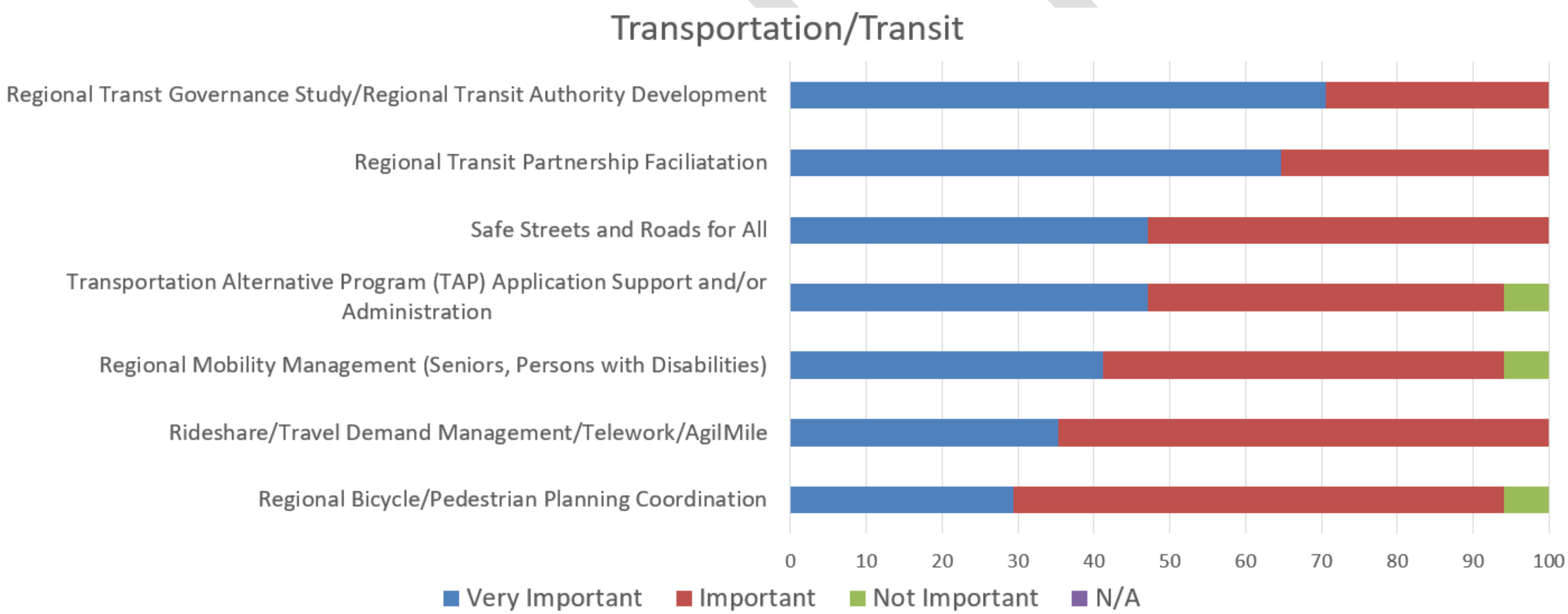
Priority Areas:

How important are the following priority areas for the TJPDC to focus on?



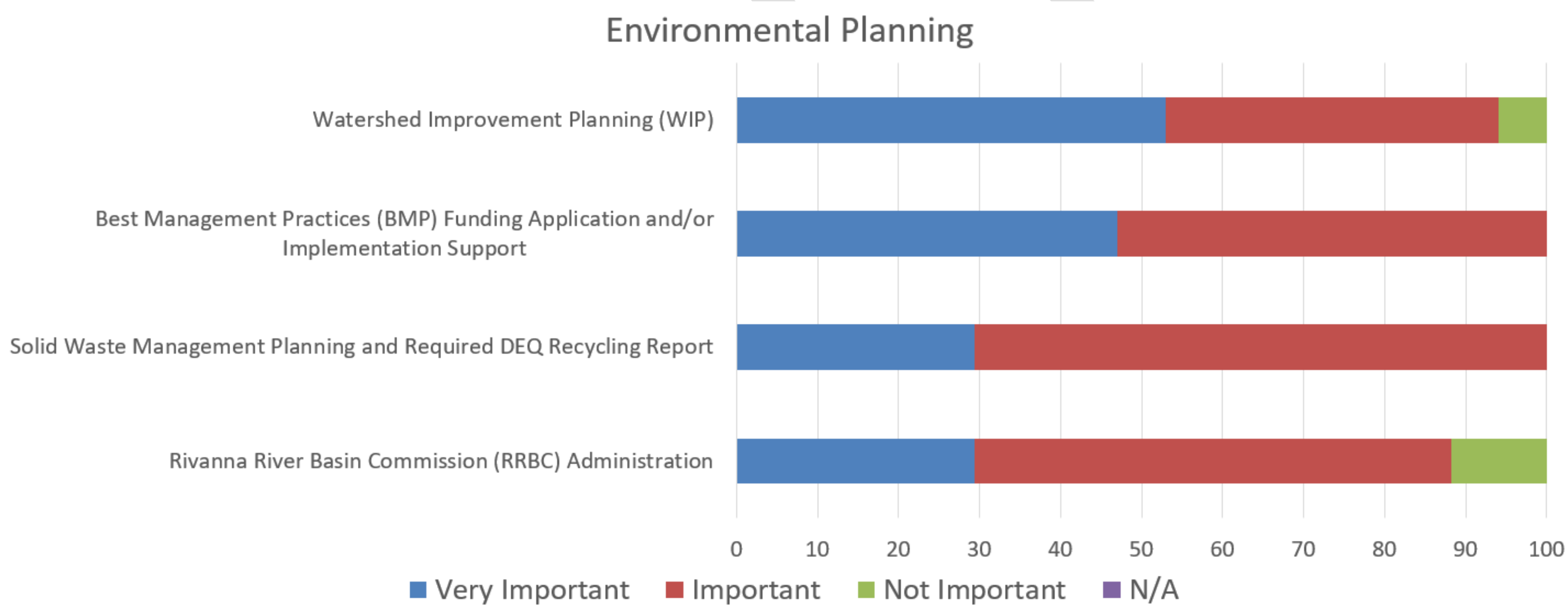
Programs/Projects: Transportation/Transit

How important are the following programs/projects?



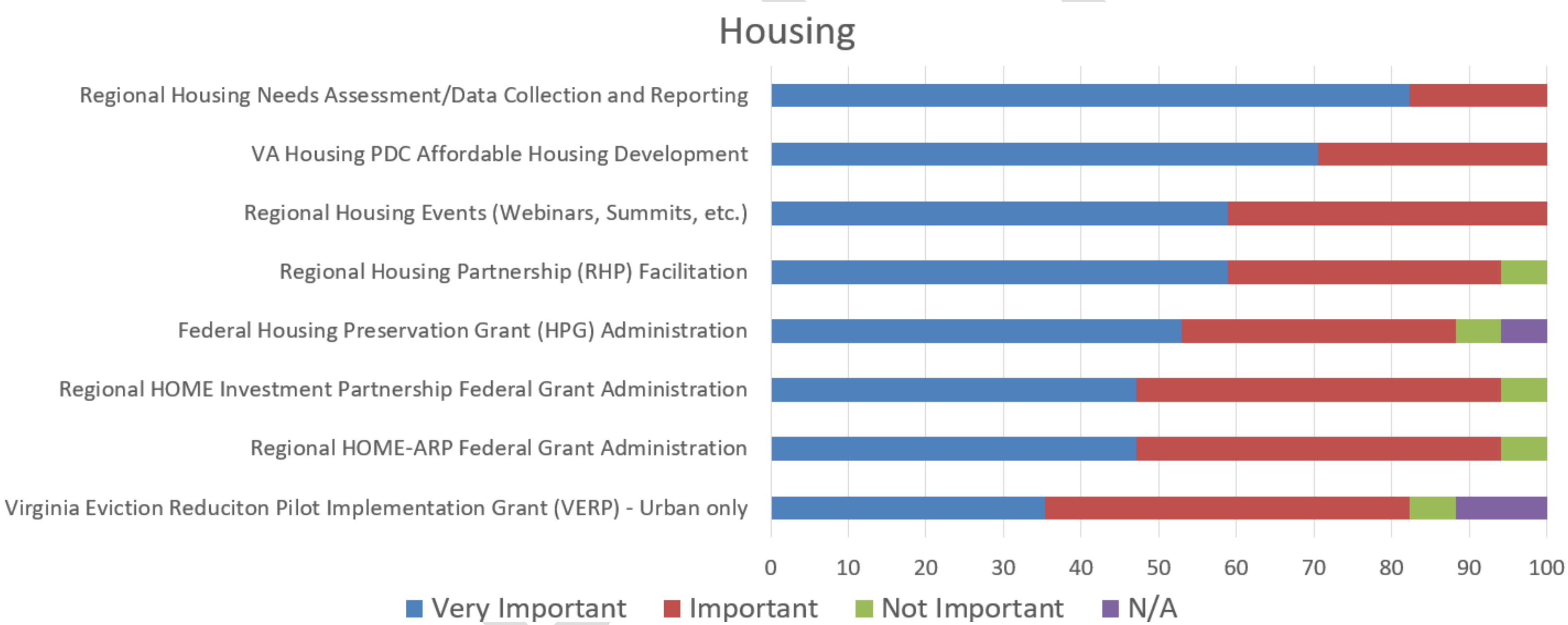
Programs/Projects: Environmental Planning

How important are the following programs/projects?



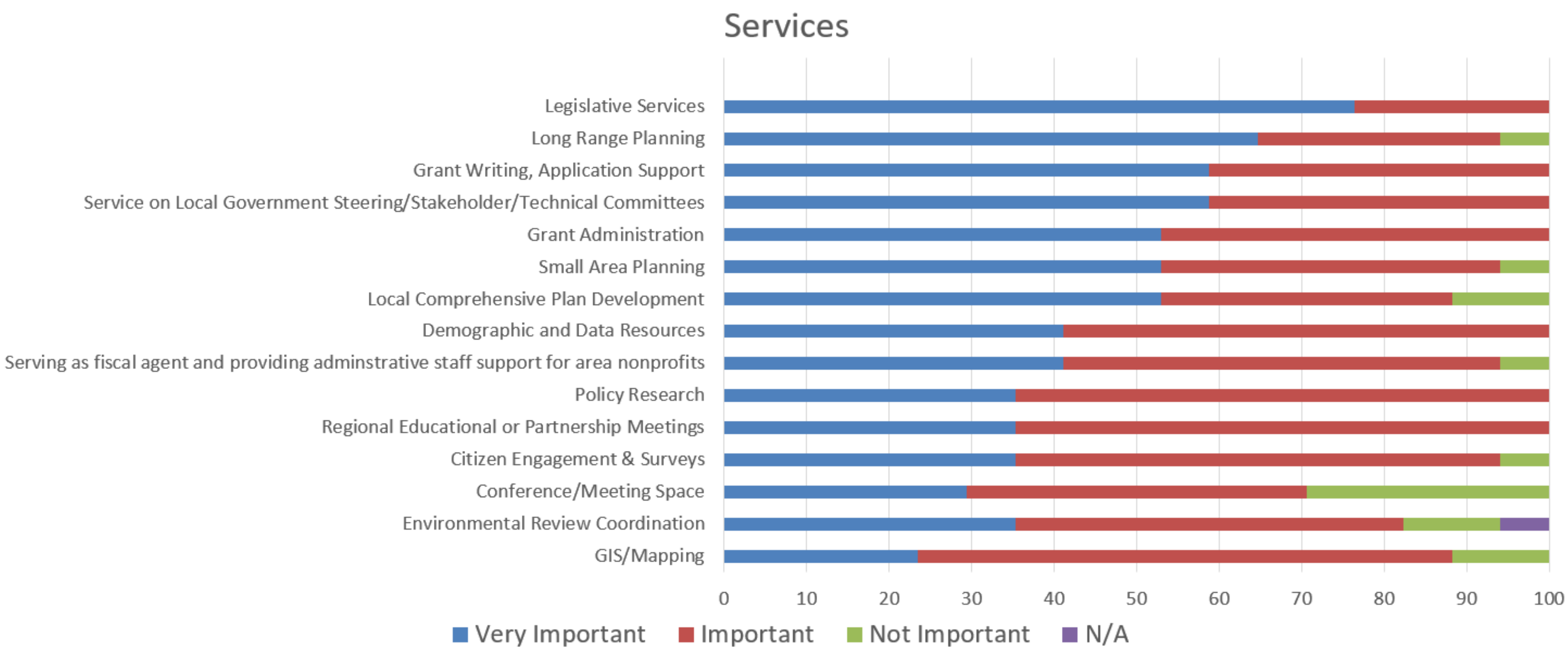
Programs/Projects: Transportation/Transit

How important are the following programs/projects?



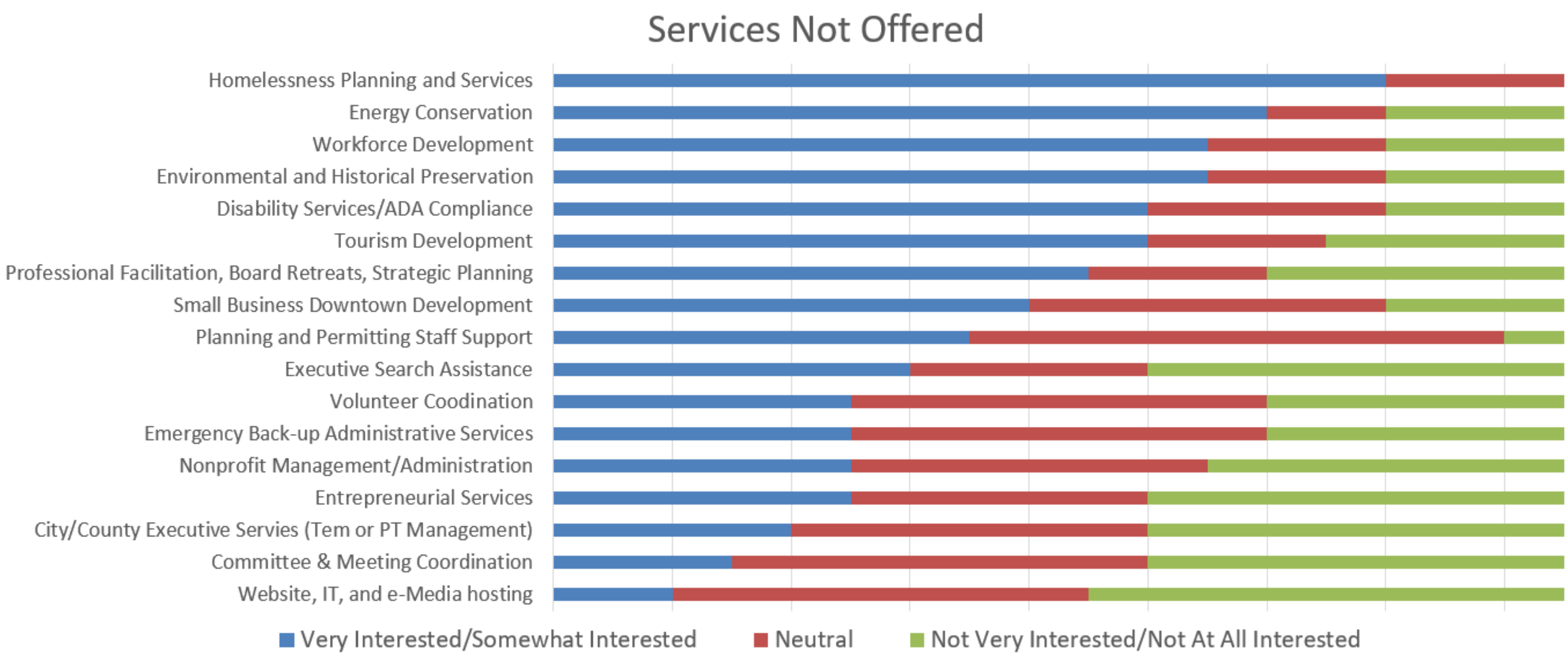
Programs/Projects: Services

How important are the following programs/projects?



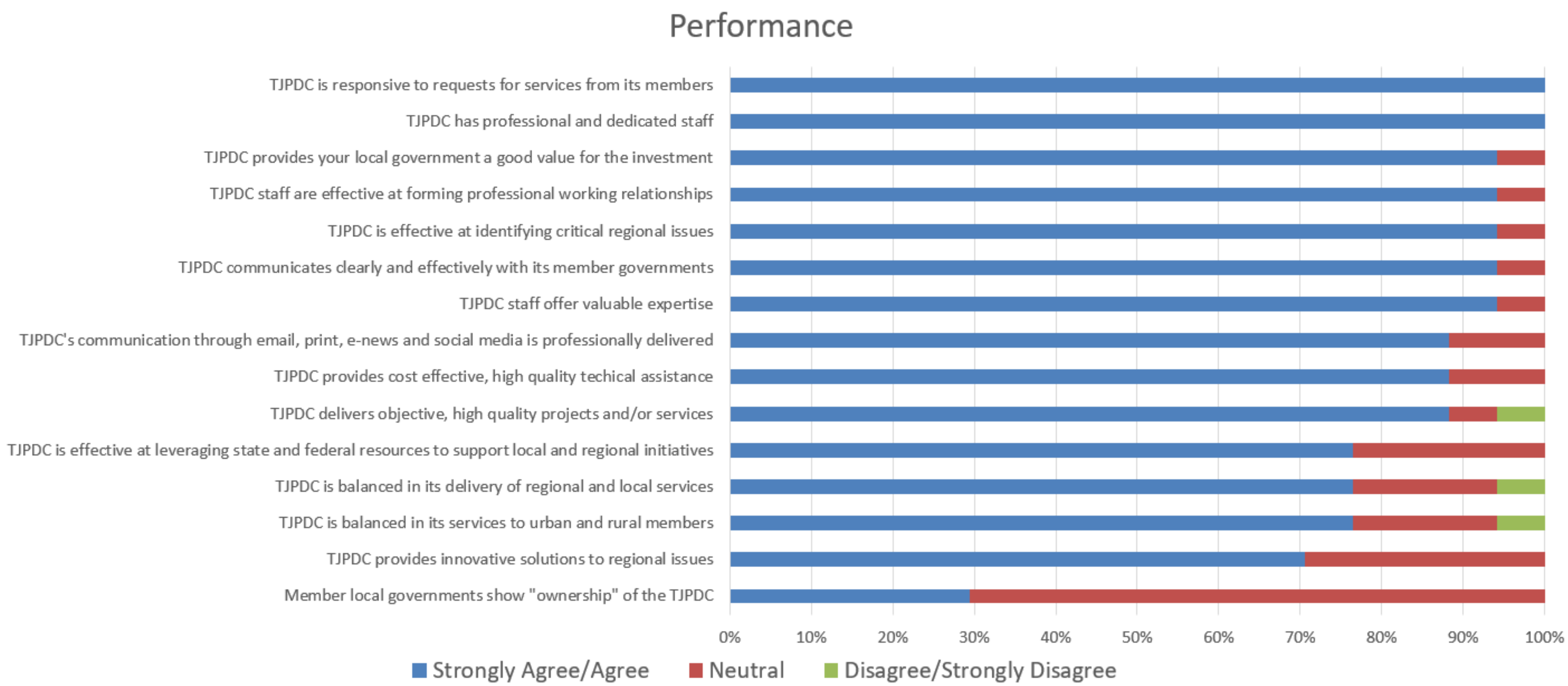
Services Not Offered:

Please rate your level of interest in the following local and regional **services** that the TJPDC **does not** already provide, but that are provided by other Planning District Commissions, Regional Councils, or Council of Government in other states and/or areas of Virginia.



Performance:

Please indicate if you agree or disagree with the following statements.



TJPDC - FY25 Projected Budget

8/16/20023

	$0.62 per capita	$0.62 per capita	$0.64 per capita	$0.66 per capita
Revenue	***FY22 Actual***	***FY23 Amended***	***FY24 Approved***	***FY25 Projected***
Federal	$1,319,557	$36,710,296	$50,563,517	$48,517,385
State	$862,691	$1,286,067	$1,132,839	$960,678
Local	$1,908,011	$3,130,463	$3,009,549	$3,255,297
Local per capita	$158,876	$160,848	$171,055	$178,411
Interest Income	$25,200	$30,000	$25,000	$25,000
Rent Income	$2,769	$22,000	$15,000	$17,000
Grant & Reserves Transfer	$0	$0	$9,075	$0
Total Revenue	$4,277,104	$41,339,674	$54,926,035	$52,953,771
Operating Expenses				
Personnel Costs				
Salaries	$931,013	$985,772	$1,112,132	$1,161,399
Fringe and Release	$0	$201,368	$236,833	$264,947
Total Personnel	$931,013	$1,187,139	$1,348,965	$1,426,346
Other Costs				
Postage	$1,942	$2,246	$2,344	$2,494
Subscriptions	$156	$500	$1,850	$575
Supplies	$5,912	$16,700	$8,678	$13,534
Audit-Legal	$22,900	$27,700	$52,000	$49,550
Advertising	$22,580	$22,987	$30,388	$29,324
Meeting Expenses	$1,824	$5,624	$10,039	$9,722
TJPDC Contractual	$80,958	$206,119	$143,837	$116,540
Dues	$8,623	$13,290	$13,246	$10,256
Insurance	$6,563	$7,000	$7,000	$8,000
Printing/Copy	$4,538	$6,193	$6,600	$6,019
Rent	$98,058	$101,142	$104,296	$107,344
Equip/Data Use	$40,728	$52,720	$28,720	$32,110
Capital & Leases	$0	$0	$0	$0
Telephone	$6,388	$8,225	$8,992	$7,492
Travel-Vehicle	$9,646	$27,653	$42,521	$37,356
Janitorial	$2,050	$3,501	$6,001	$4,500
Professional Development	$16,555	$26,655	$32,163	$34,645
Total Other Costs	*$329,420*	*$528,254*	*$498,674*	*$469,460*
TOTAL OPERATING EXPENSES	$1,260,434	$1,715,393	$1,847,639	$1,895,806
Net Ordinary Income - Pass Through $	$3,016,670	$39,624,281	$53,078,396	$51,057,964
Other				
HOME Pass Thru	$736,642	$763,113	$997,404	$918,695
HPG Pass Thru	$113,255	$168,914	$187,102	$170,000
All Grants/Contracts Pass Thrus	$2,110,440	$38,680,230	$51,893,889	$49,969,269
Total Other Expenses	*$2,960,337*	*$39,612,257*	*$53,078,396*	*$51,057,964*
Net Other Income	-$2,960,337	-$39,612,257	-$53,078,396	-$51,057,964
Net Income	**$56,333**	**$12,024**	**$0**	**$0**

FY25 Budget Revenues

Internal Program Code	Revenue	Federal	State	Local	Local per capita	Interest Income	Rent
LOCALITY PER CAPITA AND STATE REVENUE							
110	State Contribution - DHCD		$89,971				
110	WSC & Offices						$17,000
110	Interest Income					$25,000	
301	Charlottesville				$33,843		
302	Albemarle				$76,227		
304	Fluvanna				$18,376		
305	Greene				$13,969		
306	Louisa				$26,219		
307	Nelson				$9,777		
	Unknown Source/Reserve Transfer			$0			
TRANSPORTATION							
	Rural Transportation						
170	Rural Admin	$12,800					
171	Rural Transportation Planning	$45,200					
172	**Safe Streets and Roads for All (SS4A)**	$45,600		$11,400			
180	**Mobility Management**	$40,737	$8,147				
	Transit Planning						
181	Regional Transit Partnership (RTP)			$50,000			
184	Transit Governance Study	$0		$0			
	Charlottesville-Albemarle MPO						
190/195/198	PL Funding	$194,760	$24,346				
191/196/199	FTA Funding	$103,232	$12,904				
	Rideshare						
193	Rideshare/TDM - DPRT		$139,358	$34,840			
194	CAP/Rideshare Strategic Plan	$0	$0				
	Other Transportation						
334	Nelson TAP			$0			
HOUSING AND NONPROFIT							
726	HOME-ARP	$32,670					
727	HOME Consortium Admin	$71,222					
728	Housing Preservation	$30,000					
729	Regional Housing Partnership			$50,000			
732	VERP - DHCD		$0				
733	VA Housing - PDC		$70,000				
ENVIRONMENT							
303	Solid Waste			$5,500			
907	WIP DEQ	$58,000					
908	RRBC			$10,500			
OTHER PROGRAMS							
277	Legislative Liaison			$108,128			
278	VAPDC			$55,000			
310	SCRC - Capacity Building	$5,750					
333	CEDS	$0		$0			
760	Reional Cigarette Tax			$148,069			
761	VATI 2022 - DHCD	$225,000		$0			
PASS THRU REVENUE							
170/171	Rural Transportation Planning	$0		$0			
172	Safe Streets and Roads for All (SS4A)	$468,960		$117,240			
180	Mobility Management	$54,759	$10,952				
181	Regional Transit Partnership (RTP)			$0			
184	Transit Governance Study	$0		$0			
190/195/198	MPO - PL	$40,000	$5,000				
191/196/199	MPO - FTA	$0	$0				
193	Rideshare/TDM - DRPT						
194	CAP/Rideshare Strategic Plan						
303	Solid Waste			$5,000			
333	CEDS	$0		$0			
726	HOME-ARP Pass Through	$277,697					
727	Consortium HOME Pass Through	$640,998					
728	Housing Preservation Pass Through	$170,000					
729	Regional Housing Partnership		$0				
732	VERP - DHCD Pass Through		$0				
733	VA Housing - PDC Pass Through		$600,000				
760	Regional Cigarette Tax Pass Through			$2,659,620			
761	VATI 2022- DHCD	$46,000,000		$0			
Total Revenues by Category		**$48,517,385**	**$960,678**	**$3,255,297**	**$178,411**	**$25,000**	**$17,000**
Sum Total of Revenues							**$52,953,771**

**NOTE unconfirmed source (or reserve transfer)

FY25

			Per Capita				Direct Local Contributions				Per Capita			Required Local Match				Per Commission Policy:		
	7/1/2022		0.66	Local	Local	Local	0.4	Local	Local		0.66	Per Capita	Per Capita	Per Capita	Per Capita	Per Capita		75%	25%	
Program Code			110/300	193	303	908	277	181	729	Various	110/300	170/171	180	190/195/198 191/196/199	330	907				
Program	Pop.	% Pop.	Per Capita	Rideshare	Solid Waste	RRBC	Legislative Liaison	Regional Transit Partnership	Regional Housing Partnership	Total Contribution	Per Capita	Rural	Mobility Management	CA-MPO	Hazard Mit (FY26/FY27)	Watershed Improvement Program (WIP)	Balance	Regional	Local	*Difference from FY24 Total Contribution*
Charlottesville	51,278	18.97%	$ 33,843	$ 7,331	$ 2,540	$ 1,337	$ 20,511	$ 25,000	$ 9,550	$ 100,113	$ 33,843	$ -	$ (906)	$ (12,991)	$ -	$ (2,751)	$ 17,196	$ 12,897	$ 4,299	*$ 1,233*
Albemarle	115,495	42.73%	$ 76,227	$ 15,876	$ 5,560	$ 6,210	$ 46,198	$ 25,000	$ 21,310	$ 196,381	$ 76,227	$ (7,645)	$ (2,040)	$ (29,259)	$ -	$ (6,195)	$ 31,086	$ 23,315	$ 7,772	*$ 3,424*
Fluvanna	27,843	10.30%	$ 18,376	$ 3,999	$ 1,370	$ 1,897	$ 11,137	$ -	$ 5,250	$ 42,030	$ 18,376	$ (1,843)	$ (492)	$ -	$ -	$ (1,494)	$ 14,548	$ 10,911	$ 3,637	*$ 855*
Greene	21,165	7.83%	$ 13,969	$ 2,997	$ 1,030	$ 1,056	$ 8,466	$ -	$ 3,905	$ 31,423	$ 13,969	$ (1,401)	$ (374)	$ -	$ -	$ (1,135)	$ 11,059	$ 8,294	$ 2,765	*$ 564*
Louisa	39,725	14.70%	$ 26,219	$ 5,274	$ -	$ -	$ 15,890	$ -	$ 7,110	$ 54,493	$ 26,219	$ (2,630)	$ (702)	$ -	$ -	$ (2,131)	$ 20,756	$ 15,567	$ 5,189	*$ 2,210*
Nelson	14,813	5.48%	$ 9,777	$ 2,335	$ -	$ -	$ 5,925	$ -	$ 2,875	$ 20,912	$ 9,777	$ (981)	$ (262)	$ -	$ -	$ (795)	$ 7,740	$ 5,805	$ 1,935	*$ 289*
TOTALS	270,319	100.00%	$ 178,411	$ 37,812	$ 10,500	$ 10,500	$ 108,128	$ 50,000	$ 50,000	$ 445,350	$ 178,411	$ (14,500)	$ (4,775)	$ (42,250)		$ (14,500)	$ 102,385	$ 76,789	$ 25,596	*$ 8,574*
	Population Increase											$14,500	$ 4,775	$42,250		$ 14,500				
	0.011396587	1.14%										219,041	270,319	166,773		270,319				
	3,046																			

Published January 30th, 2023

Thomas Jefferson
Planning District Commission

Serving local governments by providing regional vision,
collaborative leadership and professional service to develop effective solutions.

RESOLUTION

ADOPTING THE 2022 HOME-CDBG CAPER
(CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT)

WHEREAS, the Thomas Jefferson Planning District Commission ("the Commission") serves as the Administrative and Planning agent for the HOME Investment Partnership Program's HOME Consortium through an agreement with the City of Charlottesville and;

WHEREAS, the HOME program requires a Consolidated Annual Performance Evaluation Report, which includes a review of program goals and outcomes, a report on racial composition, match funds used, how homeless and special needs populations are served in our region, public housing, and monitoring, and;

WHEREAS, the TJPDC has worked with the City of Charlottesville to prepare the Consolidated Plan, including consultations with community leaders, citizen participation, data compilation and analysis, and consultation with HOME subrecipients.

NOW, THEREFORE, BE IT RESOLVED by the Thomas Jefferson Planning District Commission that it hereby approves the 2022 HOME-CDBG CAPER and authorizes confirmation of that approval to HUD by September 29, 2023.

Adopted by the Thomas Jefferson Planning District Commission at its Monthly Commission Meeting of September 7, 2023, in the City of Charlottesville, Virginia, a quorum being present.

____
Christine Jacobs
Executive Director

____
Ned Galloway
Commission Chair

____
Date

____
Date

Thomas Jefferson Planning District Commission
POB 1505, 401 E. Water Street, Charlottesville, VA 22902 www.tjpdc.org
(434) 979-7310 phone ● info@tjpdc.org email

RESOLUTION OF SUPPORT
TO RE-ROUTE US BIKE ROUTE 76 FROM US-15 TO HISTORIC PALMYRA

WHEREAS, the US Bike Route 76 (USBR76) is a national, on-road bike route that extends from Missouri to Jamestown, Virginia, and that was designated by AASHTO in 1982 as one of the first two US Bicycling Routes; and

WHEREAS, USBR76 passes through Fluvanna County from east to west, primarily along Thomas Jefferson Parkway (VA-53), James Madison Highway (US-15), and Courthouse Road/Venable Road; and

WHEREAS, the Jefferson Area Bike and Pedestrian Plan (2019) describes necessary improvements to the US-15 section of USBR76 and references additional specific recommendations for improving the route in the 2015 TJPDC Bicycle Route 76 Corridor Study; and

WHEREAS, the 2015 TJPDC Bicycle Route 76 Corridor Study identifies the US-15 section of USBR76 as having a high number of crashes, as well as other hazards, including a paved shoulder that significantly narrows and encroaching guardrails; and

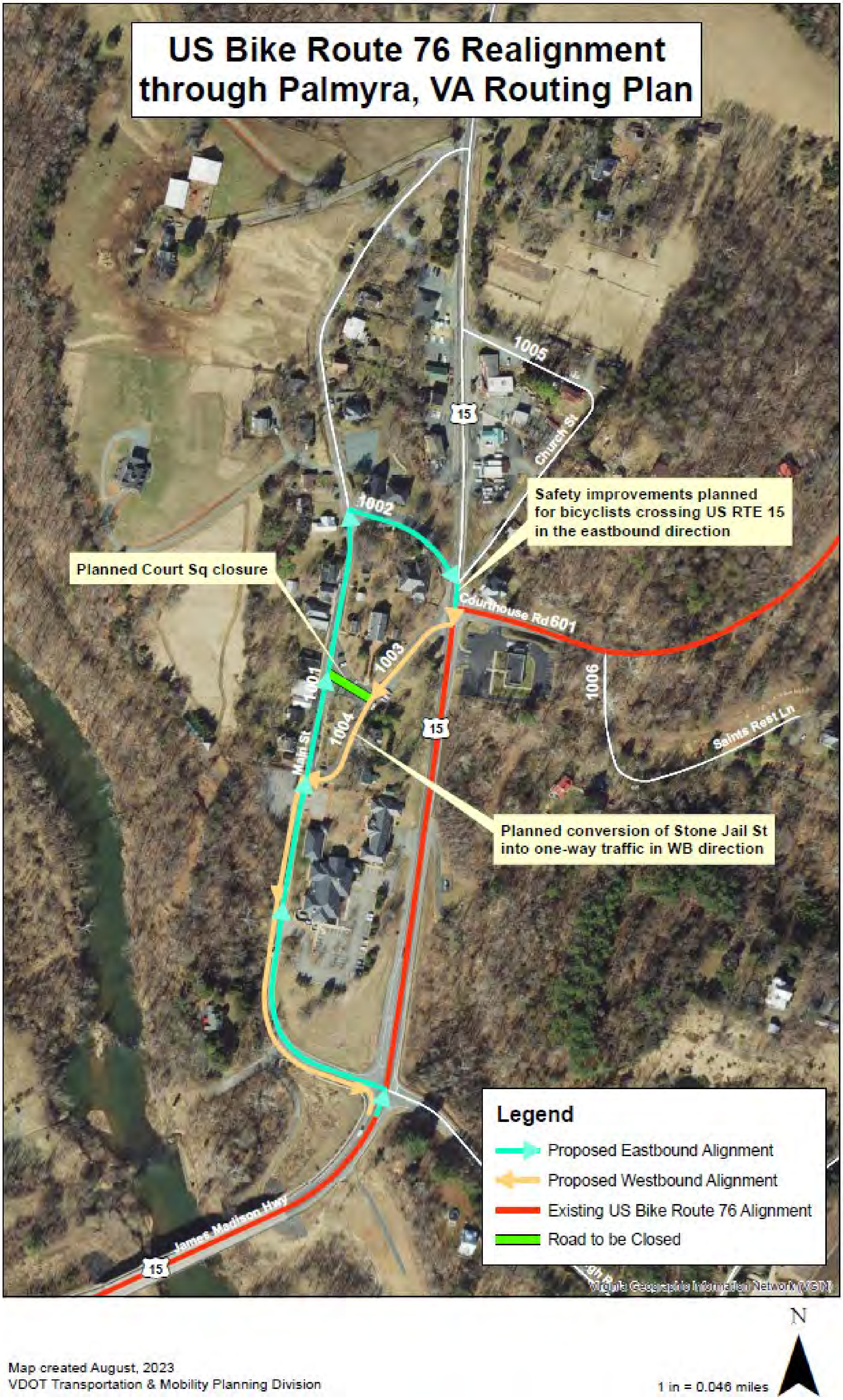
WHEREAS, there is public support to re-route a small portion of USBR76 from US-15 to Main Street (SR-1001), along to Court Square (SR-1004), before returning to the existing alignment at Courthouse Road (601) and

WHEREAS, this proposed route change is supported by the Fluvanna County Administration, Fluvanna County's Board of Supervisors, and the Adventure Cycling Association; and

WHEREAS, Fluvanna County has been awarded funding through the Transportation Alternatives Program to improve the area identified for the realignment.

NOW, THEREFORE, BE IT RESOLVED, the Thomas Jefferson Planning District Commission puts forward this resolution to support the realignment US Bike Route 76.

____	____
Christine Jacobs, Executive Director Thomas Jefferson Planning District Commission	Ned Gallaway, Commission Chair Thomas Jefferson Planning District Commission
____________________________	____________________________
Date	Date



Map created August, 2023
VDOT Transportation & Mobility Planning Division

Thomas Jefferson Planning District Commission
POB 1505, 401 E. Water Street, Charlottesville, VA 22902 www.tjpdc.org
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RESOLUTION

AUTHORIZATION TO APPLY AND ADMINISTER
THE SOUTHEAST CRESCENT REGIONAL COMMISSION
LOCAL DEVELOPMENT DISTRICT CAPACITY BUILDING GRANT

WHEREAS, the Thomas Jefferson Planning District Commission ("TJPDC") is the Planning District Commission serving the City of Charlottesville and Albemarle, Fluvanna, Greene, Louisa and Nelson counties, known together as Planning District 10; and

WHEREAS, the Southeast Crescent Regional Commission (SCRC) was created by the 2008 U.S. Farm Bill to be an economic development partnership agency of the United States government and the seven state governments of Virginia, North Carolina, South Carolina, Georgia, Florida, Alabama and Mississippi; and

WHEREAS, the SCRC creates Local Development Districts within the seven states to assist and service projects that will ensure the economic development and sustainable growth of communities, especially in economically distressed counties and isolated areas of distress; and

WHEREAS, the TJPDC qualifies to be a Local Development District of the SCRC with the ability to apply for Capacity Building funding to be utilized to assist local governments, state agencies, and community groups to recognize, apply for funding, and implement infrastructure projects to help alleviate the financial and economic distress of the identified jurisdictions; and

WHEREAS, the TJPDC intends to apply for SCRC Capacity Building funding in the maximum amount available to the Planning District 10 region for supporting the professional development and education, application, and implementation of future SCRC local government infrastructure grants.

NOW, THEREFORE, BE IT RESOLVED by the Thomas Jefferson Planning District Commission that it hereby authorizes the TJPDC Executive Director to apply for SCRC Capacity Building grants and to execute applications and agreements and to complete any further actions necessary to administer these funds.

Adopted by the Thomas Jefferson Planning District Commission at its duly called meeting on September 7, 2023, in the City of Charlottesville, Virginia, a quorum being present.

____
Christine Jacobs, Executive Director
Thomas Jefferson Planning District Commission

____
Date

____
Ned Gallaway, Commission Chair
Thomas Jefferson Planning District Commission

____
Date

Thomas Jefferson Planning District Commission
POB 1505, 401 E. Water Street, Charlottesville, VA 22902 www.tjpdc.org
(434) 979-7310 phone ● info@tjpdc.org email

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 Virginia Telecommunication Initiative (VATI) 2024 grant application period will open this Fall, with applications due in December; and

WHEREAS, the Department of Housing and Community Development (DHCD) requires public sector applicants for VATI funding, such as TJPDC, to include a private-sector internet service provider as the co-applicant; and

WHERAS, a proposal to partner as a co-applicant for the VATI 2024 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 previous proposals that were 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 Cumberland, Goochland, Greene, Louisa, Madison, and Powhatan, and possibly others, which are part of the TJPDC's VATI 2022 grant, and which are unserved according to the updated definition of broadband in the VATI 2024 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 2024 (FY24) 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 7th day of September, 2023.

Christine Jacobs, Executive Director Thomas Jefferson Planning District Commission	Ned Gallaway, Commission Chair Thomas Jefferson Planning District Commission
Date	Date

Thomas Jefferson
Planning District Commission
Regional Vision ▪ Collaborative Leadership ▪ Professional Service

MEMORANDUM

To: TJPD Commissioners
From: Christine Jacobs, Executive Director
Date: September 7, 2023
Re: Executive Director's Report

Purpose: To review the current agenda packet and inform Commissioners of Agency Activities since June 4, 2023.

Administration

- September 7, 2023, Meeting Agenda

1. **Call to Order**
   a. Call to Order, Roll Call – Chair Gallaway, Ruth Emerick
   b. Vote to Allow Electronic Participation, if needed – Ruth Emerick

2. **Matters from the Public**
   a. **Comments by the public** are limited to no more than 2 minutes per person.
   b. **Comments provided via email, online, website**, etc. (Read by Ruth Emerick)
   c. **Presentation:** Program Year 2022 HOME-CDBG Consolidated Annual Performance Evaluation Report (CAPER) – T The US Housing and Urban Development's (HUD) 5-year Consolidated Plan is designed to help local jurisdictions to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from HUD's Community and Planning Development formula block grant programs: Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, Emergency Solutions Grant (ESG) Program, and Housing Opportunities for Persons with AIDS (HOPWA) Program.

      The Consolidated Plan is carried out through Annual Action Plans, which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan. Grantees report on accomplishments and progress toward Consolidated Plan goals in the Consolidated Annual Performance and Evaluation Report (CAPER).

The TJPDC serves as the Administrator for the Regional HOME Consortium for our region (with the City of Charlottesville identified as the Lead Agency). The CAPER includes accomplishments of the HOME program as well as entitlement program accomplishments for the City of Charlottesville for the CDBG, HOPWA, and ESG programs.

The public comment period on the CAPER is August 15, 2023, through August 30, 2023. After the comment period, the CAPER will be considered by the City Council before submitting to HUD for approval.

Laurie Jean Talun will present the FFY22 program performance. A copy of the draft CAPER and her presentation are included in the meeting packet.

d. **Public Hearing:** Program Year 2022 HOME-CDBG CAPER – *Chair Gallaway*

3. **Presentations**
   a. **Administration –** *Christine Jacobs* - Ian Baxter, Regional Housing Planner, has announced that he will be leaving the TJPDC, effective August 31, 2023. We would like to thank Ian for his service to our member governments through his housing and environmental work at the PDC.

      Additionally, we would like to welcome Davy Sell. Davy will be serving as an AmeriCorps VISTA member with us full time at TJPDC to support the work of the Regional Housing Partnership with implementation of their strategic plan.

   b. **Blue Ridge Cigarette Tax Board (BRCTB) Update** – *David Blount* - Staff will update the Commission on the administration of the Blue Ridge Regional Cigarette Tax Board to include a summary of local revenues received, packs sold, administrative costs, as well as governance items of the board. A copy of staff's presentation is included in the meeting packet.

   c. **Virginia Telecommunication Initiative (VATI) Presentation/Update** – *Gorjan Gjorgjievski* – Staff will update the commission on the administration of the VATI program. A written update is provided in section seven below. A copy of staff's presentation is included in the meeting packet.

4. ***Consent Agenda**
   a. ***Minutes of the June 1, 2023, Commission Meeting**
   b. ***Minutes of the June 22, 2023, Commission Meeting**
   c. ***Executive Director Annual Contract – September 2023-2024**

   <u>***Staff recommends a motion to approve the consent agenda.**</u>

5. **New Business**

a. **May, June, and July Financial Reports** – *Christine Jacobs* – The TJPDC ended fiscal year 2023 with a net gain of $129,600. There was a net gain in May of $17,601 and an expected net loss in June of ($24,309) due to staff taking leave, end-of-year bonuses, and the expected financial clean-up of previous financial records. July was a strong month with a net gain of $30,661. Copies of May, June, and July's profit and loss statements are included in the meeting materials along with copies of May, June and July's comparative balance sheets. A copy of the July financial dashboard is included as well as the FY23 year-end accrued revenue report and July's accrued revenue report.

b. **Bike Route 76** – *Christine Jacobs* – In 2015, the TJPDC completed a study of US Bike Route 76 that assessed the conditions of the bike route through the region. In August of 2021, the Commission approved a resolution of support for re-routing the section of US Bike Route through Palmyra. Due to staff transitions at VDOT, the request for the routing change did not move forward. With the VDOT position filled, the project is moving forward with additional proposed safety enhancements. A detailed description of the proposed route change is included in a staff memo in the meeting packet as well as a draft resolution and map. In the resolutions section of the meeting, staff will request that the commission approve the resolution of support for the request to re-route US Bike Route 76 in conformance with the attached map.

c. **Southeast Crescent Regional Commission (SCRC) Participation** – *Christine Jacobs* – The SCRC was established as a federal-state partnership in the 2008 Farm Bill (page 547, P.L. 110-234). In December of 2021, the SCRC was authorized to begin operating with the confirmation of a Federal Co-Chair, Dr. Jennifer Clyburn Reed. The federal-state partnership's mission is to build sustainable communities and promote economic growth across its seven-state region which spans parts of Alabama, Georgia, Mississippi, North Carolina, South Carolina, Virginia, and all of Florida.

   The SCRC receives $2M in annual appropriations from Congress to invest in economic and infrastructure development projects that reduce the effects of poverty, unemployment, and outmigration. As one of 62 Local Development Districts (LDDs) within the SCRC, the TJPDC is invited to participate in the inaugural non-competitive grant program to assist with regional administration and planning.

   The TJPDC will work with a program manager through the Department of Housing and Community Development to serve as a lead organization to carry out outreach activities for local governments, businesses and community development groups, and participate in SCRC programs, events, and policy intiatives. The PDC's primary goal will be to assist in identifying, assessing, and facilitating projects and programs to promote economic development of the SCRC region as well as to provide technical assistance, application support and review, and other services to SCRC and entities position to apply for SCRC grant funding.

   If the TJPDC elects to participate, we will receive approximately $23,000 in FFY23 to build our capacity to support the SCRC's intiatives. Included in the packet is a copy of the invitation letter, an overview of SCRC, and a list of distressed, transitioning, and attainment counties and county equivalents.

d. **Virginia Telecommunication Initiative (VATI) 2024 Unsolicited Proposal** – *David Blount* – Staff will discuss the receipt of an unsolicited proposal from an Internet Service Provider to expand broadband into areas not covered by our current 2022 VATI project. 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 2024 VATI funds.

e. **Draft FY25 Projected Operating Budget** – *Christine Jacobs* – Each fall, the TJPDC prepares a projected budget for the following fiscal year to be submitted to local governments with the next year's local funding requests. The Draft FY2025 Projected Budget is balanced with the assumption of only known or highly anticipated revenue sources and expenses. It assumes a $0.66 per capita rate as approved by the commission in their September 1, 2022, meeting and assumes an average 5% increase in salaries for staff. As it stands, the projected budget has $52,953,771 in revenues and expenses and does not require a reserve transfer. However, the projected budget will likely have significant changes as additional grants and programs are identified. Staff asks for Commissioners to review, comment, and ask questions prior to consideration for adoption in the October meeting. A revised budget will then come before the Commission in April/May for final adoption. Included in the meeting materials is the draft projected operating budget, draft revenues by source, and draft local per capita and local contribution request.

6. Resolutions

a. *Resolution Adopting the 2022 HOME-CDBG CAPER (Consolidated Annual Performance Evaluation Report) – *Christine Jacobs*

<u>*Staff recommends a motion to approve the resolution to adopt the 2022 HOME-CDBG Consolidated Annual Performance Evaluation Report (CAPER).</u>

b. *Resolution of Support to Re-Route US BIKE Route 76 from US-15 to Historic Palmyra – *Christine Jacobs*

<u>*Staff recommends a motion to approve the resolution of support to re-route US Bike Route 76 from US-15 to historic Palmyra.</u>

c. *Resolution of Authorization to apply for and administer the Southeast Crescent Regional Commission Local Development District Capacity Building Grant – *Christine Jacobs*

***Staff recommends a resolution to authorize staff to apply for and administer the Southeast Crescent Regional Commission's Local Development District Capacity Building Grant.**

d. *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

a. **Administration**

- If you are not already subscribed, the TJPDC puts out a monthly eNewsletter with introductions to our staff and updates on our programs and relevant items. Subscribe here! We have successfully rotated through highlighting all of our staff and would like to gauge interest/willingness for us to feature one commissioner each month. Feedback is welcome.

b. **Virginia Telecommunications Initiative (VATI) –**

- Virginia Telecommunications Initiative (VATI) 2022: Staff continues to prepare, schedule, and facilitate internal project team and external meetings. Monthly progress reports and remittance requests for TJPDC administrative costs and DHCD's portion of Firefly's construction-related activities are being submitted to DHCD. TJPDC is also submitting remittance requests for matching funds to several of the counties and providing those reimbursements to Firefly.

  Project milestones reported to DHCD in August 2023 are as follows:
  - 386.4 miles of field data collection.
  - 1,610 miles of fiber design.
  - 798 miles of make ready construction.
  - one communication hut set.
  - 306 miles of aerial fiber placement.
  - 224 miles of underground fiber placement.
  - 216 miles of splicing.
  - 3,450 passings.

  Each month, TJPDC staff conduct site visits to observe work underway throughout the project area.

  On June 23, 2023, TJPDC staff conducted a site visit to observe completed work in the Bremo Bluff area of Fluvanna County. TJPDC staff reviewed Firefly's maps of the area that included the identification of the properties actively connected to underground fiber. Staff drove through the area and observed underground fiber pedestals along Tepee Town Road and a network interface device on the outside of a home that was visible from the roadway.

On July 5, 2023, TJPDC staff observed the placement of a fiber communication hut at the Stanardsville substation, which will house the communications needed to bring internet connectivity to Albemarle, Greene, and Madison counties. Staff observed the crew working safely and efficiently to carefully place the communication hut onto the concrete pad.

On August 20, 2023, TJPDC staff conducted a site visit on Route 29 in Nelson County, to observe the safety protocols and expansive logistics that are undertaken for an aerial fiber road crossing.

Quarterly Stakeholder meetings were held on June 15, 2023, and on August 31, 2023, to provide county stakeholders with updates from the project's utility partners.

Firefly's website includes timelines, project progress in each County, maps, and communications for specific project areas. This information is updated on a regular basis.

c. **Housing –**

- HOME and HOME-ARP – HOME funds were used to purchase property in the Fork Union are of Fluvanna County. At least four HOME and HOME-ARP funded units will be built to provide rental housing to elderly individuals who are at risk of homelessness. In the coming years, Fluvanna-Louisa Housing Foundation will construct up to 25 rental units, of which a portion will be HOME and HOME-RP funded, with a focus on providing rental housing to elderly individuals and those who are at risk of homelessness. Additionally, Skyline CAP purchased two units with HOME funding in order to provide additional affordable rental housing in Greene County.

d. **Transportation –**

- Safe Streets and Roads for All (SS4A): We have selected a consultant to support the development of the multi-jurisdictional Comprehensive Safety Action Plan. A selection committee that was comprised of members of all six jurisdictions participated in the review of the proposals and selection of the consultant team. We are currently working on final contract terms and hope to be under contract with them shortly. We will be kicking off the crash data analysis funded through the VDOT Highway Safety Improvement Program (HSIP) in September.

- Smart Scale: Staff has been closely following the discussions at the Commonwealth Transportation Board (CTB) regarding proposed changes to the SMART SCALE program and is available as a resource with any questions regarding the potential impacts if these changes are implemented.

- Charlottesville-Albemarle Metropolitan Planning Organization: The MPO largely completed the first phase of public engagement on the Long Range Transportation Plan in August. There are two more community advisory committee meetings that will receive presentations in September. We received more than 320 survey responses, and talked to an additional 200 individuals through our in-person public engagement efforts, largely focusing on demographic groups that were underrepresented in the survey responses. The public feedback will be used to weight the metrics used in the analysis of transportation system performance as well as provide additional data on the location of transportation system improvement needs.

  The MPO Policy Board approved the FY24-27 Transportation Improvement Program (TIP) at their meeting on May 24th. A joint meeting between the Charlottesville-Albemarle MPO and the Staunton-Augusta-Waynesboro MPO Policy Boards is scheduled for September 27th at Fishburne Military School in Waynesboro.

- Rural Transportation: In July, the Rural Transportation Technical Advisory Committee received a presentation on best practices for public engagement by Will Cockrell, consultant with EPR. Staff is supporting Nelson County in preparing and submitting two Transportation Alternatives Program grant applications. Pre-applications were submitted at the end of June, with final applications due October 2, 2023.

- Transit: Mobility Management – Staff was awarded a grant from DRPT to start a regional mobility management program. Following a procurement process, staff signed a Memorandum of Understanding with the Jefferson Area Board for Aging (JABA) to provide call center services. We are currently working with JABA staff to: design a data collection and reporting system, hire and train one FTE, develop a program name, brand and logo, market the program, develop a website with information on all public transportation options in Region 10, and meet with stakeholders and build relationships to start coordination. Staff is currently pursuing additional funding to fully support the program. The funded work plan includes launching support services in January of 2024.
- Transit: Regional Transit Governance Study – The Regional Transit Governance Study is currently in Phase III which will analyze potential revenue sources to fund additional transit service as identified in the Regional Transit Vision Plan. We have met with staff/board representatives in each locality. Phase IV of the study will engage each jurisdiction to develop potential governance structures (and associated revenue scenarios). There are two upcoming steering

committee meetings to discuss the findings of phases III and IV, Friday, September 22 (virtual), 1:30pm – 3:00pm and Wednesday, October 1, (in person), 10:00am – 11:30am. The study is expected to be completed in December 2024. Staff are working with local jurisdictions to begin to outline next steps to support greater regional transit coordination.

e. **Environment -**

- Watershed Improvement Program - The Stewardship Mapping and Assessment Project Survey is one month from closing. This project is a regional effort to map organizational characteristics, geographic turf, and the networks of the environmental stewards within the region. The survey has been taken by almost 50 environmental stewardship groups in the region at this point. Staff is beginning the data cleaning and visualization phase and will have publicly accessible products to explore the data by December.

- Rivanna River Basin Commission - The RRBC's Eighth Annual Conference will be held September 28th from 9-12:30 at the Albemarle County Office Building in Lane Auditorium. Speakers will discuss their perspectives on PFAS, also known as "forever chemicals", and the studies, regulation, and mitigation actions happening at local, state and federal levels. RSWA and the Western VA water authority, EPA, VDH, and DEQ will lead the presentations. The conference is free and registration is open to the public. Here is the link if interested in attending: https://www.eventbrite.com/e/2023-rivanna-river-basin-conference-tickets-686714119417?aff=oddtdtcreator. Refreshments will be provided!

  Background: EPA reports that exposure to PFAS can lead to adverse health effects. EPA established a health advisory in 2016, and another for additional PFAS in 2022. On March 14, 2023, EPA announced the National Primary Drinking Water Regulation including 6 PFAS limits maximum contaminant levels in drinking water. They anticipate finalizing the regulation by the end of 2023, which would give water systems three years to be in compliance with the MCLs (Maximum Contaminant Levels). We are already seeing shifts to Virginia legislation. To better understand sources of PFAS in Virginia, the General Assembly passed and Governor Youngkin signed HB2189, which establishes requirements for certain industrial users discharging to Publicly Owned Treatment Works to test for PFAS chemicals beginning on July 1, 2023. Given that more regulation may occur by the end of the year, that there are widespread negative health and environmental impacts, and that some PFAS have been discovered locally, it is a priority of the RRBC to assist the watershed in understanding regulations, funding sources and solutions to address PFAS. Information on how the local community and other water authorities in Virginia are working to adapt and limit PFAS in the environment will also be shared.

After the RRBC conference, the RRBC is partnering with RCA and TJSWCD to host a free community workshop on volunteer community science opportunities. The workshop will be held at the RCA office from 5:30- 7:00 pm on September 28th. RCA will provide an overview of the following volunteer opportunities: biological, bacteria, and salt monitoring, and TJSWCD will describe FrogWatch, a new program beginning in 2024 in partnership with RCA. For anyone interested in becoming a SaltWatch monitor for the upcoming winter season, RCA will also offer a brief training session and distribute monitoring kits immediately after the presentation. TJPDC will provide materials on BMPs and watershed healthy lawn care practices for attendees interested in taking action to support the watershed at home too, and support marketing.

- Solid Waste Planning – Staff will present to the Albemarle Solid Waste Alternatives Advisory Committee in their September meeting on the process of collecting the regional recycling rate.

8. Other Business

a. Round table discussions from Commission members about topics of interest from each jurisdiction.

b. **The next Commission meeting is a special session on Thursday, October 5, 2023.** Items for the October meeting may include but are not limited to:

i. FY25 Projected Budget for Consideration/Approval
ii. FY24-28 Agency Strategic Plan for Consideration/Approval
iii. Annual DHCD Funding Agreement
iv. Watershed Improvement Program (WIP) Update
v. Public Private Education Act Public Hearing – VATI 2024 Unsolicited Proposal

9. *Adjourn

Designates Items to be Voted On
