

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)

Minutes, October 5, 2023

COMMISSIONERS PRESENT	IN PERSON	REMOTE	STAFF PRESENT	IN PERSON	REMOTE
Albemarle County			Christine Jacobs, Executive Director		X
Ned Gallaway, Chair	X		David Blount, Deputy Director	X	
Jim Andrews	X		Ruth Emerick, Chief Operating Officer	X	
Fluvanna County			Lucinda Shannon, Senior Regional Planner	X	
Tony O'Brien, Vice Chair	X		Gorjan Gjorgjievski, VATI Administrative Assistant		X
Keith Smith, Treasurer		X			
Greene County					
Dale Herring					
Andrea Wilkinson		X			
Louisa County					
Tommy Barlow	X				
Rachel Jones	X				
Nelson County					
Ernie Reed	X		GUESTS/PUBLIC PRESENT		
Jesse Rutherford	X				
City of Charlottesville					
Philip d'Oronzio	X				
Michael Payne	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 certified that a quorum was present.

b. Vote to Allow Electronic Participation:

The in-person Commissioners considered allowing remote participation for the following Commissioners per the Commission's remote participation policy: Keith Smith participated from



Fluvanna County, VA for a medical reason, and Andrea Wilkinson participated from Greene County, VA for a personal matter.

Motion/Action: On a motion by Jesse Rutherford, seconded by Rachel Jones, the Commission unanimously allowed Keith Smith and Andrea Wilkinson to participate remotely at the October 5, 2023 meeting.

- c. **Welcome to TJPDC Commission:** Charlottesville Planning Commissioner Philip d’Oronzio has been appointed to the TJPDC Commission.

2. Matters from the Public:

- a. **Comments by the Public:** None.
- b. **Comments provided via email, online, web site, etc.:** None.
- c. **Public Hearing:** Proposal for providing universal broadband access

Deputy Director David Blount shared that following the Commission’s acceptance in September of an unsolicited proposal for fiber network expansion for universal broadband access from Firefly Fiber Broadband, TJPDC had provided public notice and a request for proposals under the Commission’s Public-Private Education Facilities and Infrastructure Act guidelines. No competing proposals were received.

Chair Gallaway opened the public hearing at 7:05 pm. There were no comments from the public. The public hearing was closed.

Motion/Action: On a motion by Jesse Rutherford, seconded by Tony O’Brien, the Commission unanimously approved the resolution to approve a proposal for providing broadband access.

3. PRESENTATIONS:

a. TJPDC Regional Transit Governance Study Update

Senior Regional Planner Lucinda Shannon provided an update on the Regional Transit Governance Study, which is a follow up to the Transit Vision Plan conducted in the prior year. Next steps in the study include gaining consensus around feasible options for governance structure, identifying potential funding sources, and identifying next steps for implementation planning.

4. CONSENT AGENDA: Action Items

a. Minutes of September 7, 2023 Meeting

Motion/Action: On a motion by Tony O'Brien, seconded by Ernie Reed, the Commission unanimously approved the September 7, 2023 meeting minutes as presented, with abstentions by Keith Smith, Tommy Barlow, Rachel Jones, Jesse Rutherford, and Philip d'Oronzio.

b. August Financial Reports

Motion/Action: On a motion by Jesse Rutherford, seconded by Tony O'Brien, the Commission unanimously accepted the monthly financial reports as presented, with one abstention by Philip d'Oronzio.

5. NEW BUSINESS:

a. Department of Housing and Community Development (DHCD) Annual Funding Contract

David Blount provided an update on the annual funding received through the Virginia Department of Housing and Community Development and the associated work plan and contract.

b. Virginia Association of Planning District Commission (VAPDC) Funding Request

David Blount shared that the VAPDC has been working on a request to the current Administration for additional funding for the Commonwealth's planning district commissions, and that a letter/resolution of support would be brought to the Commission next month.

6. OLD BUSINESS:

a. FY24-28 Agency Strategic Plan

Ruth Emerick reviewed the strategic planning process for the Fiscal Year 2024-2028 Strategic Plan. No additional feedback or comments were received.

Motion/Action: On a motion by Ernie Reed, seconded by Jim Andrews, the Commission unanimously adopted the TJPDC FY24-28 agency strategic plan, with one abstention by Philip d'Oronzio.

b. FY25 Projected Operating Budget

David Blount presented the draft FY25 Projected Budget, which included minor changes such as funding from the Southeast Regional Crescent Commission and refined projections of HOME and Housing Preservation Grant funding. The budget is balanced with the assumption of only known or highly anticipated revenue sources and expenses.

Motion/Action: On a motion by Andrea Wilkinson, seconded by Keith Smith, the Commission unanimously adopted the resolution approving the fiscal year 2025 Thomas Jefferson Planning District Commission projected operating budget.

7. EXECUTIVE DIRECTOR'S REPORT:

Monthly Report:

TJPDC staff participated in the United Way's Day of Caring by volunteering to paint the blacktop recess area at Central Elementary School in Fluvanna County.

Auditors from Robinson, Farmer, Cox conducted their on-site field work the week of October 2. A draft audit report will be presented to the Executive/Finance committee on November 2, 2023, just prior to the regular Commission meeting. An overview of the audit findings then will be presented to the full Commission at its meeting.

Project milestones for VATI were shared, including the completion of 387 miles of field data collection, 2,043 miles of fiber design, 874 miles of make ready work, one communication hut set, 373 miles of aerial fiber placement, 227 miles of underground fiber placement, 283 miles of splicing, and 3,788 passings. Staff conducted a site visit to Madison County last month. Project partner Firefly held a virtual Town Hall for residents of the Stanardsville area, with over 100 people in attendance.

The Safe Streets and Roads for All (SS4A) project had a kick-off meeting with consultants Kimley-Horn and AvidCore in September.

The RRBC's Eighth Annual Conference was held September 28 at the Albemarle County Office Building. Speakers discussed their perspectives on PFAS, also known as "forever chemicals," and the studies, regulation, and mitigation actions happening at the local, state, and federal levels.

8. OTHER BUSINESS:

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

b. Items for Next Meeting – November 2, 2023

- i. Finance Executive Committee 6:00 pm – Annual Audit Report
- ii. 7:00 pm – Annual Financial Audit Report and Acceptance
- iii. Quarter One (July – Sept) Financial Reports

9. ADJOURNMENT:

Motion/Action: On a motion by Tommy Barlow, seconded by Michael Payne, the Commission unanimously voted to adjourn the October 5, 2023, Commission meeting at 8:22 pm.

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