

MEMORANDUM

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

Purpose: To review the current agenda packet and inform Commissioners of Agency Activities since November 2, 2023.

Administration

- December 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*)

3. Presentations

- a. **Region 10 Transit Governance Study** – Draft Report – *Lucinda Shannon and Stephanie Amoaning-Yankston, AECOM*

Consultants from AECOM will present and update on the Region 10 Transit Governance Study. A copy of the draft final report is included in the meeting materials. Excerpt from the Executive Summary:

“Over the past several years, the Thomas Jefferson Planning District Commission (TJPDC) has worked collaboratively with its member jurisdictions to improve transit service in the region. In the past year, the region undertook a collaborative effort to develop a [Transit Vision Plan](#) to establish a clear, long-term vision for efficient, equitable and effective transit service for the region. Led by the TJPDC and supported by the City of Charlottesville, Albemarle County, and DRPT, the Transit Vision Plan established a unified vision for transit service in Region 10, which is made up of the counties of Albemarle, Fluvanna, Greene, Louisa, Nelson, and the City of Charlottesville.

This governance study is a follow-up study that seeks to identify governance options for regional transit and increase transportation investments in the region. The study focus is on identifying options for a governance body that can steward any additional transit revenues generated; the scope does not include strategies or approaches for consolidating current transit operations.”

b. **Watershed Improvement Program (WIP) Update** – *Isabella O’Brien*

Staff will provide an update on the deliverables for the WIP program and share a funding source that has opened up for PDCs to support BMP Implementation (IIJA Sub-Agreements). Access to each of the following deliverables can be found at the links below.

WIP deliverables include:

1. [A Homeowners’ Toolkit for Water Quality and Stormwater Management](#)
2. [Residential Green Infrastructure Map Survey](#)
3. [Green Infrastructure Toolkit for Local Leaders](#)
4. [TJPDC WIP Webpage](#)

c. **Legislative Update** – *David Blount*

Staff will provide a brief legislative update. A copy of staff’s presentation is included in the meeting materials.

4. ***Consent Agenda** – Copies of the following materials are included in the meeting materials.

- a. ***Minutes of the November 2, 2023, Finance/Executive Committee Meeting**
- b. *** Minutes of the November 2, 2023, Commission Meeting**
- c. *** October Financial Reports** – *Christine Jacobs*

A copy of the following reports is included in the meeting materials.

- i. October Dashboard Report
- ii. October Consolidated Profit & Loss Statement
- iii. October Comparative Balance Sheet
- iv. October Accrued Revenue Reports

***Recommended Motion:** Staff recommends a motion to approve the consent agenda.

5. **New Business**

- a. ***Central Virginia Regional Housing Partnership (CVRHP) Appointments** – *Ruth Emerick*
The CVRHP is an advisory board that consists of 21 voting members (eight of which are appointed by the TJPDC Commission). Included in the meeting materials is a list of current members.
 - i. To replace Anthony Haro as the TJPDC Appointed Non-Profit Housing Representative (1 of 3): Shayla Washington, Executive Director of BRACH

- ii. To replace Taylor Frome as the TJPDC Appointed Citizen/Resident Representative (Urban-1): Emily Dreyfus, Interim Executive Director of PHAR and Senior Supervising Organizer Race Equity Coordinator at LAJC (Emily was appointed as Taylor Frome's alternate prior to Taylor's departure from PHAR in May 2022).

***Recommended Action:** Staff recommends a motion to appoint Shayla Washington, Executive Director of BRACH, and Emily Dreyfus, Interim Executive Director of PHAR, to the Central Virginia Regional Partnership as the Non-Profit Housing Representative and the Citizen/Resident Representative, respectively.

b. **CY2024 Calendar of Meetings** – *Chistine Jacobs*

***Recommended Action:** Staff recommends a motion to approve the TJPDC's Calendar of Meetings for calendar year 2024.

6. **Old Business**

None

7. **Executive Director's Monthly Report**

a. **Administration**

- i. **Gingerbread Houses** – Staff participated in our annual Gingerbread House Competition. Please vote!
- ii. **Virginia Association of Counties (VACO)** – With funding from the Southeast Crescent Regional Commission and local legislative services, two staff members attended the VACO annual conference.
- iii. **Governor's Housing Conference** – With funding from various housing programs, two staff members attended the Governor's Housing Conference.

- b. **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 November are as follows:

- 387 miles of field data collection.
- 2,033 miles of fiber design.
- 984 miles of make ready construction.
- Two communications huts set.
- 602 miles of aerial fiber placement.
- 276 miles of underground fiber placement.
- 435 miles of splicing.

- 6,201 passings.

On November 20, 2023, Firefly provided broadband updates for the counties of Louisa and Appomattox. On November 28, 2023, Firefly provided broadband update for the County of Madison.

Each month, TJPDC staff conduct site visits to observe work underway throughout the project area. On November 29, 2023, TJPDC staff conducted a site visit to view the Buckner Communication Hut that will serve a large portion of eastern Louisa County.

Staff is working closely with Firefly Fiber Broadband to shape an application for VATI 2024 funding that TJPDC expects to submit by the December 19 application deadline. We expect 10 of the 13 counties that are part of the current grant to be included in the 2024 submittal, to include Fluvanna, Greene and Louisa counties in our region.

c. **Transportation**

- i. Mobility Management – The Mobility Management Program received an additional \$10,000 from the Community Foundation and \$30,000 from the University of Virginia to support program start up and the development of a branding and communications plan. JABA advertised for the Mobility Coordinator position, looking for a full-time councilor to assist older adults and people with disabilities with finding transportation services.
- ii. Region 10 Governance Study – AECOM will present their final draft report to the governing boards in Nelson, Louisa, Greene and Fluvanna in December. Additionally, they will present to the MPO Policy Board and the Regional Transit Partnership in June 2024.
- i. Safe Streets and Roads for All (SS4A): A kickoff meeting with the SS4A working group will be held December 14th. A safety summit with leadership and elected officials from all jurisdictions will be held January 10th at City Space in Charlottesville.
- ii. Smart Scale: Staff continues to closely follow 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. The CTB meets December 4th to take action on the proposed changes.

d. **Housing**

- i. Virginia Eviction Reduction Pilot (VERP) – The Virginia Department of Housing and Community Development (DHCD) conducted a site visit to review our program. DHCD was impressed with how our local program is able to coordinate so many entities including nonprofits (PHA), Legal Aid, and community volunteers. Staff completed and submitted an application for \$326,550 to continue the program in calendar year 2024.

Regional Housing Partnership – Members of the RHP and its invitees attended the December 5th joint Albemarle Board of Supervisors/Planning Commission meeting to discuss developer incentives.

8. Other Business

- a. Round table discussions from Commission members about topics of interest from each jurisdiction.
- b. **The next Commission meeting will be held on Thursday, February 7, 2024. There is no Commission meeting in January.** Items for the February meeting may include but are not limited to:
 - i. Region 10 Transit Governance Study Final Report – Action Item
 - ii. Comprehensive Economic Development Strategy (CEDS) Business Survey and Resilience Toolkit
 - iii. Resolution for Commissioners Leaving
 - iv. Regional Housing Partnership/VA Housing Grant/VERP Grant Updates

9. *Adjourn

Designates Items to be Voted On
