

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)

Minutes, December 7, 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			Laura Greene, Director of Finance	x	
Tony O'Brien, Vice Chair	x		Curtis Scarpignato, Regional Transportation Planner	x	
Keith Smith, Treasurer			Isabella O'Brien, Regional Environmental Planner	x	
Greene County			Lucinda Shannon, Senior Regional Planner	x	
Dale Herring	x		Sandy Shackelford, Director of Planning and Transportation		x
Andrea Wilkinson			Mark Flynn, Attorney	x	
Louisa County					
Tommy Barlow	x				
Rachel Jones					
Nelson County					
Ernie Reed	x		GUESTS/PUBLIC PRESENT		
Jesse Rutherford	x		Stephanie Amoaning-Yankson, AECOM		x
City of Charlottesville			Sue Herring	x	
Philip d'Oronzio	x		Sean Tubbs		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 7:03 pm. Ruth Emerick took attendance by roll call and certified that a quorum was present.

b. Vote to Allow Electronic Participation: Not needed.



- c. **Agenda Amendment:** Chair Gallaway added a Closed Session before agenda item 8, Other Business. Other Business moved to agenda item 9.

2. MATTERS FROM THE PUBLIC:

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

3. PRESENTATIONS:

a. Regional Transit Governance Study – Draft Report

Lucinda Shannon and consultant Stephanie Amoaning-Yankson from AECOM presented an update on the Region 10 Transit Governance Study and outlined next steps.

b. Watershed Improvemnet Program (WIP) Update

Isabella O'Brien provided an update on the deliverables for the WIP program and shared a funding source that has opened for PDCs to support BMP Implementation projects.

c. Legislative Update

David Blount provided a brief legislative update on what is expected going into the General Assembly session in January 2024.

4. CONSENT AGENDA: Action Items

a. Minutes of November 2, 2023 Finance/Executive Committee Meeting

Motion/Action: On a motion by Tony O'Brien, seconded by Ned Gallaway, the Commission unanimously approved the November 2, 2023 Finance/Executive Committee meeting minutes as presented, with abstentions by Jim Andrews, Dale Herring, Tommy Barlow, Ernie Reed, Jesse Rutherford, Phil d'Oronzio, and Michael Payne.

b. Minutes of November 2, 2023 Meeting

Motion/Action: On a motion by Phil d’Oronzio, seconded by Jim Andrews, the Commission unanimously approved the November 2, 2023 Commission meeting minutes as presented, with abstentions by Jim Andrews and Dale Herring.

c. October Financial Reports

Motion/Action: On a motion by Dale Herring, seconded by Tommy Barlow, the Commission unanimously accepted the monthly financial reports as presented.

5. NEW BUSINESS:

a. Central Virginia Regional Housing Partnership (CVRHP) Appointments

Ruth Emerick shared that two vacancies on the CVRHP need to be filled by appointment by the TJPDC Commission.

Motion/Action: On a motion by Dale Herring, seconded by Jim Andrews, the Commission unanimously appointed 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

Christine Jacobs shared a draft calendar of meetings for calendar year 2024.

Motion/Action: On a motion by Dale Herring, seconded by Michael Payne, the Commission unanimously approved the TJPDC’s Calendar of Meetings for calendar year 2024.

6. OLD BUSINESS:

a. None

7. EXECUTIVE DIRECTOR’S REPORT:

Monthly Report:

The Mobility Management program has brought in additional funds for marketing and branding. JABA is looking to fill a full-time councilor position to staff the call center.

Project milestones for VATI were shared, including the completion of 984 miles of make ready construction, two communication huts set, 602 miles of aerial fiber placement, 276 miles of underground fiber placement, 435 miles of splicing, and 6,201 passings. Staff conducted a site visit to

the Buckner Communication Hut that will serve a large portion of eastern Louisa County. Staff is working closely with Firefly for a VATI 2024 funding application.

8. CLOSED SESSION: per Code of Virginia 2.2-3711(A)1 and 2.2-3711(A)19

- a. Employee Discipline Discussion and TJPDC Office Security Issue:** Using the attached closed session form, prepared by Christine Jacobs, the TJPDC Commission entered into a closed session per Code of Virginia 2.2-3711(A)1 and 2.2-3711(A)19. Participants of the public were placed into the online 'waiting room' in Zoom until the closed session ended.
- b. Public Session Resumes:** Per the attached closed session form, the public session resumed, and visitors were re-admitted back into the TJPDC Commission Zoom meeting.

9. OTHER BUSINESS:

- a. Roundtable Discussion by Jurisdiction:** Each Commissioner was invited to share updates from their jurisdiction.
- b. Tentative Items for Next Meeting – February 8, 2024**
 - i. Transit Governance Study Final Report
 - 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

10. ADJOURNMENT:

Motion/Action: On a motion by Tony O'Brien, seconded by Jesse Rutherford, the Commission unanimously voted to adjourn the December 7, 2023, Commission meeting at 8:40 pm.

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



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THOMAS JEFFERSON PLANNING DISTRICT COMMISSION

Closed Meeting—December 7, 2023

Prepared by Christine Jacobs

COMMISSIONERS PRESENT		STAFF PRESENT	
City of Charlottesville		Christine Jacobs, Executive Director	X
Michael Payne	X	Laura Greene, Finance Director	X
Phil d'Oronzio	X	Mark Flynn, Attorney	X
Albemarle County			
Ned Gallaway, Chair	X		
Jim Andrews	X		
Fluvanna County			
Tony O'Brien, Vice Chair	X		
Keith Smith, Treasurer			
Greene County			
Dale Herring	X		
Andrea Wilkinson			
Louisa County		GUESTS/PUBLIC PRESENT	
Tommy Barlow	X	None	
Rachel Jones			
Nelson County			
Jesse Rutherford	X		
Ernie Reed	X		

Closed Session:

- Motion to Enter Closed Session:** I, Dale Herring, move that the Commission be convened to a closed session pursuant to the exemption found in Sec. 2.2-3711(A)1 of the Code of Virginia to discuss a personnel matter involving discipline of an employee, and pursuant to the exemption found in Section 2.2-3711(A)19 of the Code of Virginia to discuss a security issue related to the TJPDC office. Motion seconded by Tony O'Brien.

Roll call vote:

(Aye) (Nay) Michael Payne
(Aye) (Nay) Phil d'Oronzio
(Aye) (Nay) Ned Gallaway
(Aye) (Nay) Jim Andrews
(Aye) (Nay) Tony O'Brien
absent (Aye) (Nay) Keith Smith

(Aye) (Nay) Dale Herring
absent (Aye) (Nay) Andrea Wilkinson
absent (Aye) (Nay) Rachel Jones
(Aye) (Nay) Tommy Barlow
(Aye) (Nay) Ernie Reed
(Aye) (Nay) Jesse Rutherford

Motion **Passed** (Failed)

2. **Motion to Exit Closed Session:** I, Dale Herring, move that the Commission exit closed session. Motion seconded by Phil d'Oronzio for the committee to exit closed session.

Roll call vote:

<u>(Aye)</u> (Nay) Michael Payne	<u>(Aye)</u> (Nay) Andrea Wilkinson
<u>(Aye)</u> (Nay) Phil d'Oronzio	<u>(Aye)</u> (Nay) Rachel Jones
<u>(Aye)</u> (Nay) Ned Gallaway	<u>(Aye)</u> (Nay) Tommy Barlow
<u>(Aye)</u> (Nay) Jim Andrews	<u>(Aye)</u> (Nay) Ernie Reed
<u>(Aye)</u> (Nay) Tony O'Brien	<u>(Aye)</u> (Nay) Jesse Rutherford
<u>(Aye)</u> (Nay) Keith Smith	
<u>(Aye)</u> (Nay) Dale Herring	

Motion **Passed** (Failed)

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

Roll call vote:

<u>(Aye)</u> (Nay) Michael Payne	<u>(Aye)</u> (Nay) Keith Smith
<u>(Aye)</u> (Nay) Phil d'Oronzio	<u>(Aye)</u> (Nay) Dale Herring
<u>(Aye)</u> (Nay) Ned Gallaway	<u>(Aye)</u> (Nay) Andrea Wilkinson
<u>(Aye)</u> (Nay) Jim Andrews	<u>(Aye)</u> (Nay) Rachel Jones
<u>(Aye)</u> (Nay) Tony O'Brien	<u>(Aye)</u> (Nay) Tommy Barlow

____ (A~~y~~e) (Nay) Ernie Reed
____ (A~~y~~e) (Nay) Jesse Rutherford

Motion **Passed** (Failed)

Certified: *Christine Jacobs* Christine Jacobs
