



Rivanna River Basin Commission Board Meeting

August 15th, 2022 Agenda

11:00-12:30 PM (1.5 hours)

Location: Zoom

Join Zoom Meeting: <https://us02web.zoom.us/j/88570629168> (No Passcode)

Agenda

Item	Time	Description
1	11:00	Call to Order
2	11:00-11:05	Welcome • Introductions and brief updates • Attendance • Notice of Electronic Meeting
3	11:05	Review Agenda: The Commission will review and approve the agenda.
4	11:05-11:15	Comments from the Public: The Chair will allow time for public comment.
5	11:15	Approval of Draft Meeting Minutes: The Commission will review and act on the May 6, 2022 Commission meeting minutes.
6	11:15-11:30	Election of Officers: Staff will conduct the nominations and election of the Commission Chair. The Chair will then conduct the nominations and elections for vice-Chair and Treasurer positions.
7	11:30-12:00	Presentation of TJPDC RRBC FY23 – FY27 Contract and Review of 5 Year Strategic Work Plan. The Commission will review and act on the proposed agreements.
8	12:00-12:20	Staff Updates: Staff will provide updates on the September Rivanna River Conference, finances, and the SWCD vacancy.
9	12:20-12:30	Other Business: The Chair will provide time for any additional discussion and new business.
10	12:30	Adjourn

Materials in Packet: May 6th, 2022 Meeting Minutes, August 15th Agenda, RRBC Election Bylaws, Draft FY 23-27 Contract, Draft FY 23-27 Strategic Work Plan, Description of Speakers, Details, and Tentative Agenda for RRBC Conference

Attendance

Rivanna River Basin Commission	Attendance
Ann Mallek, Chair, Albemarle BOS	
Bea Lapisto-Kirtley, Albemarle BOS	
Lonnie Murray, Appointed Citizen	



Lloyd Snook, Charlottesville City Council	
Michael Payne, Charlottesville City Council	
Jason Halbert, Appointed Citizen	
Mozell Booker, Fluvanna County BOS	
Tony O'Brien, Fluvanna County BOS	
Marvin Moss, Appointed Citizen	
Dale Herring, Greene County BOS	
Abbey Heflin, Greene County BOS	
Alex Vidales, Appointed Citizen	
Steve Morris, Culpeper SWCD	
Staff/Public	
Christine Jacobs, TJPDC	
Isabella O'Brien, TJPDC	

NOTICE of ELECTRONIC MEETING:

This meeting of the Rivanna River Basin Commission is being held pursuant to Code of Virginia [§ 2.2-3708.2](#), which allows a public body to hold electronic meetings when the locality in which it is located has declared a local state of emergency, and the catastrophic nature of the emergency makes it impracticable or unsafe to assemble a quorum in a single location, and the purpose of the meeting is to provide for the discharge of its lawful purposes, duties, and responsibilities.

This meeting is being held via electronic video and audio means through Zoom online meetings and is accessible to the public with close captioning and there will be an opportunity for public comment during that portion of the agenda.

Notice has been provided to the public through notice at the TJPDC offices, to the media, RRBC web site posting and agenda. The meeting minutes will reflect the nature of the emergency, the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held.

A recording of the meeting will be posted at www.rivannariverbasin.org within 10 days of the meeting.



**Rivanna River Basin Commission
Board Meeting Minutes May 6th, 2022**

Rivanna River Basin Commission	Attendance
Ann Mallek, Chair, Albemarle BOS	X
Bea Lapisto-Kirtley, Albemarle BOS	
Lloyd Snook, Charlottesville City Council	X
Michael Payne, Charlottesville City Council	X
Jason Halbert, Appointed Citizen	X
Mozell Booker, Fluvanna County BOS	
Tony O'Brien, Fluvanna County BOS	X
Marvin Moss, Appointed Citizen	X
Dale Herring, Greene County BOS	X
Abbey Heflin, Greene County BOS	
Lonnie Murray, Thomas Jefferson SWCD	X
Steve Morris, Culpeper SWCD	X
Staff/Public	
Christine Jacobs, TJPDC	X
Isabella O'Brien, TJPDC	X

Note: The City of Charlottesville has declared a local state of emergency due to the COVID-19 pandemic and the nature of this declared emergency makes it impracticable or unsafe for the Thomas Jefferson Planning District Commission to assemble in a single location in the city. This meeting was held utilizing electronic virtual communication with the Microsoft Teams software application, and in accordance with virtual meeting provisions contained in Code of Virginia § [2.2-3708.2](#). A recording of the meeting was made available to the public at www.rivannariverbasin.org.

1. CALL TO ORDER:

The Rivanna River Basin Commission Chair, Ann Mallek, presided and called the meeting to order at 2:00 pm. Isabella O'Brien read the Notice of Electronic Meeting, took attendance, and certified that a quorum was present.

2. APPROVAL OF MINUTES

Chair Ann Mallek, requested a motion to approve the meeting minutes. A motion was carried by Steve Morris and seconded by Tony O'Brien. Lloyd Snook abstained as he was not yet on the Board.

3. CITIZEN OPENINGS

Ann Mallek addressed the citizen openings in Albemarle and Greene County for the Rivanna River Basin Commission.

4. UPCOMING SCHEDULE

The next meeting is planned to be held in Fall for the annual board meeting prior to the annual conference.

5. PRESENTATION OF RRBC DRAFT WORK PLAN



Isabella O'Brien, TJPDC planner, presented the process and research involved for the development of 4 recommendations for TJPDC staff to take on in it's support of the RRBC.

6. OPEN DISCUSSION ON RRBC DRAFT WORK PLAN

RRBC Commissioners provided feedback on the four recommendations and offered suggestions on other potential items to be considered in the continued development of the work plan.

§ 62.1-69.47. Membership; terms; vacancies; chairman and vice-chairman; quorum; meetings; voting

A. The Commission shall consist of 14 nonlegislative members as follows: two members each of the local elected governing body of the Counties of Albemarle, Fluvanna, and Greene, and the City of Charlottesville; two nonlegislative citizen members, one each from the Culpeper Soil and Water Conservation District and the Thomas Jefferson Soil and Water Conservation District; and four nonlegislative citizen members at-large, one member each appointed by the local elected governing body of the Counties of Albemarle, Fluvanna, and Greene, and the City of Charlottesville, upon the recommendation of the Thomas Jefferson Planning District Commission. All members recommended by the Thomas Jefferson Planning District Commission and appointed to the Commission by the relevant local elected governing bodies shall be citizens who demonstrate interest, experience, or expertise in water-related Basin issues.

B. Members of the Commission who are local elected governing body officials or members of the soil and water conservation districts shall serve terms coincident with their terms of office. Initial appointments of the four nonlegislative citizen-at-large members shall be staggered as follows: two members for a term of two years; and two members for a term of four years. Thereafter, nonlegislative citizen members shall be appointed for a term of four years. Appointments to fill vacancies, other than by expiration of a term, shall be for the unexpired terms. All members may be reappointed. However, no nonlegislative citizen member shall serve more than two consecutive four-year terms. The remainder of any term to which a nonlegislative citizen at-large member is appointed to fill a vacancy shall not constitute a term in determining the member's eligibility for reappointment. Vacancies shall be filled in the same manner as the original appointments.

C. The Commission shall elect a chairman and vice-chairman from among its membership. A majority of the voting members shall constitute a quorum. The meetings of the Commission shall be held at the call of the chairman or whenever the majority of the members so request. Each member of the Commission shall have an equal vote.

2004, c. 394.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Agreement for Providing Staffing, Stewardship, and Organizational Management for The Rivanna River Basin Commission

PURPOSE OF AGREEMENT:

This agreement is entered into by the Rivanna River Basin Commission (hereinafter referred to as the “RRBC”) and the Thomas Jefferson Planning District Commission (hereinafter referred to as the “TJPDC”). Under this agreement TJPDC will provide staff support, meeting management, financial accounting, and project specific support for a period of **sixty (60) months or five (5) years.**

This contract represents a new contract and will replace all previous contracts between the RRBC and TJPDC. The contract laid out herein will become the sole binding contract between TJPDC and RRBC.

Parties to Agreement:

Ann H. Mallek, Chair
Rivanna River Basin Commission
Albemarle County Board of Supervisor
490 Westfield Road
Charlottesville, VA 22901
E-mail: Amallek@albemarle.org

Christine Jacobs Executive, Director
Thomas Jefferson Planning District
Commission
401 E. Water Street, P.O. Box 1505
Charlottesville,
E-mail: cjacobs@tjpd.org
Phone: 434-979-1597

Principal Contact:

Ann H. Mallek, Chair
Rivanna River Basin Commission, Chair
Albemarle County Board of Supervisor
490 Westfield Road
Charlottesville, VA 22901
E-mail: Amallek@albemarle.org

TJPDC Contact:

Isabella O’Brien
Thomas Jefferson Planning District
Commission
401 E. Water Street, P.O. Box 1505
Charlottesville,
E-mail: iobrien@tjpd.org
Phone: 434-422-4824

PERIOD OF AGREEMENT:

The agreement covers 60 months from July 1, 2022, to June 30, 2027. The contract period may be extended if agreed to in writing by both parties within 30 calendar days of the end of the existing contract.

COMPENSATION AND FINANCIAL REPORTING:

The TJPDC shall be compensated by the RRBC for the costs of services associated with providing of organizational management and fiscal services. The TJPDC cost for Administrative Services provided under this agreement shall not exceed \$10,500 without prior written consent of both parties. The TJPDC will apply for funding from the member governments in the amount of \$10,500 annually and send required invoices, as needed.

The TJPDC will develop a 5-year annual work plan to be approved by the RRBC board of directors. The work plan will detail all activities and deliverables associated with the organizational management, fiscal services, and programming.

TJPDC and RRBC may enter either individual or amended agreements for services in addition to organizational management, fiscal services, and approved work plan activities.

PROJECT DESCRIPTION:

TJPDC will provide RRBC with general operational management, fiscal services, storage of RRBC files and assets and provision of directors & officers insurance. TJPDC will also provide the RRBC with staffing at least 2 Commission meetings and 2 Stakeholder Advisory Group Meetings per year and other tasks agreed upon in the approved work plan that are outside the scope of this agreement.

REPORTING:

The TJPDC will prepare a year-end status report for the RRBC detailing completed activities and a financial summary.

TERMINATIONS:

This Agreement may be terminated for cause or for mutual convenience if the parties so agree. Such termination shall take place sixty (60) days after written notice of the termination agreement. In the event of termination, the TJPDC shall assemble all information prepared under this Agreement to date and shall forward it to the RRBC's principal contact. The TJPDC shall be entitled to recover its costs for work completed.

AMENDMENTS:

This Agreement, including the scope of work, may be amended or modified by a written amendment signed by the RRBC and the TJPDC.

FY 2023-2027 WORK PLAN:

FY 2023-2027 work plan is included as attachment A. The work plan provides details of how the TJPDC will provide staffing and allow the RRBC to function at a minimum threshold with sound program administration, fiscal oversight and professionally staffed commission meetings and public events.

Accepted by:

Thomas Jefferson Planning District Commission (TJPDC)

By: _____
Christine Jacobs, Executive Director

Date

Rivanna River Basin Commission

By: _____
Ann Mallek, Board Chair

Date

Appendix A. FY 23-27 Strategic Work Plan

RRBC STRATEGIC WORK PROGRAM



Fiscal Year 2023-2027

**THOMAS JEFFERSON PLANNING
DISTRICT COMMISSION**



RRBC Strategic Work Program

Preface

This work program was prepared on behalf of the Thomas Jefferson Planning District Commission, through a cooperative process with the Rivanna River Basin Commission's member jurisdictions (Albemarle, Charlottesville, Fluvanna and Greene).

This strategic work plan guides the specific activities of the RRBC's designated funds for successful administration of the program by the Thomas Jefferson Planning District Commission. The Commission reviewed the draft of the scope of work for the RRBC, and approved the work program at their August 2022 Board Meeting, but work towards the completion of this program began July 1, 2022. The preparation of this program was financially aided through the administrative funds of the Rivanna River Basin Commission.

Introduction

Mission and Objectives

The Rivanna River Basin Commission is a regional organization tasked with recommending programs for the enhancement of the water and natural resource of the Rivanna River Basin. The RRBC was formed in 2007, as a result of enabling legislation passed by the General Assembly in 2004. The legislation defines the mission of the RRBC as the following:

*The Commission shall be a forum in which local governments and citizens can discuss issues affecting the Basin's water quality and quantity and other natural resources.
Through promoting communication, coordination, and education, and by suggesting appropriate solutions to identified problems, the Commission shall promote activities by local, state, and federal governments, and by individuals, that foster resource stewardship for the environmental and economic health of the Basin.*

Since 2014, the RRBC has been operating without a staff of its own and under contract with the Thomas Jefferson Planning District Commission. Staff of the TJPDC have provided the RRBC with staffing support to host Commission meetings, carry out fiscal and organizational management, and organize the annual RRBC Conference. Below are the main objectives of the RRBC as it pertains to the Rivanna River Basin, which the following strategic work plan aims to further.



Activities by Task

1. Program Administration

The purpose of this portion of the program is to facilitate regional participation, education, and consensus building on water related issues through a continuing, comprehensive, and coordinated planning process. As part of the activities defined through the program administration of the commission, a stakeholder advisory group/watershed roundtable consisting of TJPDC staff, elected officials, water quality, quantity, and resources staff, local watershed stewards and experts, representatives of the Soil and Water Conservation Districts within the region, local community members, and other subject matter experts and stakeholders as identified that functions to inform the commission and future work programs carried out through this organization.

Task 1.1- Share information with local partners and the public.

Description of Activities:

The TJPDC will work to share Rivanna and Water Quality related information with local officials, state agencies, other PDC's, stakeholders, and the general public. Staff will also attend relevant training sessions and local Watershed meetings that better inform the Basin Commission's efforts. A separate task of updating the commissions website is part of the work plan for this year, and will further outline the information sharing to be completed as part of this work program.

Deliverables:

- Share information on the RRBC website and Facebook Page (Information on Best Management Practices, Informational Articles from the Chesapeake Bay Foundation, Department of Environmental Quality, and other reputable sources)
- Participate in outreach meetings and provide/review data as needed

- Work in coordination with the Rivanna Stormwater Education Partnership to develop education and marketing materials related to water quality solutions and continue to share through the applicable media sources
- Attend relevant training sessions and local Watershed meetings that better inform the Basin Commission's efforts on an as needed basis
- Provide informational updates through the TJPDC's news distribution channels (*Words From Your Watershed E-newsletter, TJPDC News Brief, TJPDC Legislative Update, TJPDC Facebook, TJPDC Quarterly Report*)

Task 1.2- Staff Commission Board Meetings and Prepare Meeting Materials

Description of Activities:

The TJPDC will staff Commission meetings, by: preparing materials, writing meeting minutes, updating Rivanna River Basin Commission website and Facebook page with meeting details and agendas. A review bylaws, remote policy, and an election should occur in accordance with the establishing code of Virginia and subsequent bylaws.

Deliverables:

- Hold elections as described in the RRBC Bylaws
- Provide a forum for discussing topics that impact that basins water quality, quantity and other natural resources
- Develop meeting materials, minutes, and presentations as needed
- Organize meeting dates and locations
- Share meeting materials on the RRBC website

Task 1.3- Operational and Fiscal Management

Description of Activities:

In order to continue the successful operation of the Rivanna River Basin Commission, accurate fiscal administration and accordance with the work program shall continue.

Deliverables:

The TJPDC staff member managing the RRBC program will report to the RRBC and RRBC Treasurer and provide updates to the commission as necessary.

- Prepare budget and work program for the commissioners' consideration and approval
- Maintain the commissions finances in accordance will all federal, state, and local laws
- Process all payments and deposits for the commission
- As defined in § 62.1-69.50. Powers and duties of the Rivanna River Basin Commission, the RRBC may seek and accept gifts, donations, services and other aids from public and private sources. TJPDC/RRBC will consider the feasibility of a donation location added to the RRBC Facebook and website for monthly donations and a one-time gift.
- Maintain a list of issues, priorities, and pipeline projects occurring in each locality to review and update at one meeting per year, to help with continuity when board members change or staff changes occur.
- Develop the following work plan to justify the RRBC's request for funding from member localities

Task 1.4- Annual Rivanna River Basin Commission Conference

Description of Activities:

TJPDC staff will work with the Commission and Rivanna Stakeholders to plan and host an annual Rivanna River focused event for locality members and the public.

Deliverables:

- Develop the agenda for the annual event
- Address topics of priority to the Rivanna
- Encourage public attendance and participation
- Utilize partnerships with statewide, federal, and local water resources experts
- Share the event and registration information widely across TJPDC, RRBC, and local media outlets

Task 1.5- Promote Communication, Coordination, and Education within the Basin as it relates to the Rivanna, Water Quality, and other natural resources.

Description of Activities:

As described in the enabling legislation, the RRBC will convene its Stakeholder Advisory Group/Watershed Roundtable at least 2 times per year to discuss their current efforts, issues affecting the basin, applicable grant opportunities and discuss appropriate solutions to those problems. This should inform the running tracking sheet of the topics affecting the basin now.

Deliverables:

- Identify members of the Stakeholder Advisory Group
- Host a Stakeholder Advisory Committee Meeting at least 2 times per year with members of the RRBC as standing invitees
- Update the Running Track Sheet with information presented at these meetings.

2. Local Assistance & Planning

The following tasks highlight the planning and technical services that the TJPDC will provide to the RRBC's member localities over the course of this work program.

Task 2.1- Provide technical planning assistance to local partners as requested.

Description of Activities:

TJPDC staff will provide planning assistance to localities when requested as it relates to the Rivanna River and the goals of the Rivanna as defined by the commission.

Deliverables:

- Support the development as requested of local Comprehensive Plan environmental chapters and recommendations as requested to reference the goals of the Rivanna Basin, provide historical context to the Rivanna and its importance within each locality, and emphasize the implementation of best management practices for solutions to water quality
- Develop and provide environmental GIS information as requested
- Provide support and technical assistance with small area studies, strategic planning efforts, and plans involving the Rivanna River

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- Engage in local, regional, state, and federal planning processes and efforts that are related or have impacts to the Rivanna River Basin Commission, as feasible and requested.

Task 2.2- Prepare and Support Grant Applications that further the goals identified through the RRBC comprehensive benchmarking process.

Description of Activities:

Increased efforts to further environmental justice, the health of the Chesapeake Bay Watershed, and passing of the Infrastructure, Investment and Jobs Act have all increased the accessibility of funding opportunities that align with the objectives of the RRBC. Funds should be considered as they relate to the RRBC's goals, and as resources for applications are available.

Deliverables:

- Pursue basin-wide or cross jurisdictional grants that further the goals surrounding the Rivanna River as defined by the Rivanna River Basin Commission
- Assist the region's counties, cities, and towns with grant applications related to water quality improvements, education, water access, or water quality or supply planning efforts
- Attend and Review Grant Informational Webinars and Meetings as needed
- Develop grant working groups as needed to maximize the potential for funding within the Basin and to support the identification of the river steward/organization to administer or apply for available funds.

Task 2.3- Modernize and add content the Rivanna River Basin Commission website.

Description of Activities:

The Rivanna River Basin Commission website should reflect the mission and objectives of the RRBC, should hold information that helps to further the goals for the Rivanna as identified by the Commission, and increases public education for best practices pertaining to Rivanna stewardship. All of this will be done in a way that reflects the design of modern websites at this point in time.

Deliverables:

- Highlight mission and values of the Rivanna River Basin Commission
- Add a calendar of local Rivanna Activities and related recreational and educational events
- Add a "Rivanna Stories" Page to include stories of private and public environmental protection, conservation, access, or historical conservation whether they be reshared or developed through TJPDC staff support
- Store a BMP warehouse on the Website for public and private access
- Add information from the comprehensive benchmarking on "Rivanna Stewards" and the ways the public and local governments can interact with them. (Rivanna Conservation Alliance, Piedmont Master Gardeners, Soil and Water Conservation Districts, the Rivanna Stormwater Education Partnership)
- Store plans referencing the Rivanna that the TJPDC has taken part in. (Urban Rivanna Corridor Plan, State of the Basin Report)

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- Share links to purchase or view historical books and reports pertaining to the Rivanna with permission of the authors/creators (Mr. Jefferson's River, The Rivanna, The Rivanna Scenic River Atlas)
 - Generally, store information regarding access, safety, environmental protection, recreation, education, and historical and cultural protection of the Rivanna

Task 2.4- Develop a story map historical timeline of the Rivanna River as it relates to water quality and environmental justice.

Description of Activities:

Many efforts to document parts of the history of the Rivanna River, however a comprehensive, accessible, and online version of the natural history as it related to water quality has not been developed. The TJPDC will develop a historical timeline to help inform cultural and historical preservation along the Rivanna. This has the potential to increase tourism and understanding of the unique qualities of the Rivanna River Basin and how the community surrounding it has affected its water quality.

Deliverables:

- Work with local historical societies and water quality experts to obtain relevant data to include as part of the timeline, while including information from each locality in the Rivanna Basin
- Include perspectives from the Native American Population, and other minority populations within the Basin
- Develop an online version to store on the website
- Develop a print version to share at the Rivanna River Company, at local tourist centers, and at other locations along the Rivanna

Proposed Timeline and Budget

Legend

	Active work towards task deliverables
	Active work towards task deliverables including a meeting, conference, or report

Proposed 5 Year Timeline (FY 2023-2027)

Task	2023	2024	2025	2026	2027
<i>1.1 Share information with local partners and the public</i>					
<i>1.2 Staff Commission Board Meetings and Prepare Meeting Materials</i>					
<i>1.3 Operation and Fiscal Management</i>					
<i>1.4 Annual RRBC Conference</i>					
<i>1.5 Promote communication, coordination, and education within the Basin</i>					
<i>2.1 Technical Planning Assistance</i>					
<i>2.2 Support Grant Applications</i>					
<i>2.3 Modernize RRBC Website</i>					
<i>2.4 Historical Water Quality Timeline</i>					

The table below outlines the months of each fiscal year from 2023 to 2027. Each box that is filled designates a month where active work will or can occur if deliverable is for as needed requests. The final two tasks of this work plan are not represented in the chart below because they are not projected to occur during each year of the work plan.

Task 2.3: Modernize and Add Content to the RRBC Website is planned for Fiscal Year 2023 and 2024 and is planned to occur every month until completion. While the major update to the website will occur during the first two years, continued monitoring and additions will occur through funding allocated through Task 1: Share information with Local Partners and Public. **Task 2.4:** Develop a Story Map Historical Timeline of the Rivanna River as it relates to Water Quality and Environmental Justice is planned for every month of Fiscal Year 2025- 2027.

Legend

	Active work towards task deliverables
	Active work towards task deliverables including a meeting, conference, or report

Proposed Annual Timeline

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
<i>1.1 Share Information with Local Partners and Public</i>												
<i>1.2 Staff Commission Board Meetings</i>												
<i>1.3 Operational & Fiscal Management</i>												
<i>1.4 Annual RRBC Conference</i>												
<i>1.5 Promote Communication and Coordination</i>												
<i>2.1 Technical Planning Assistance</i>												
<i>2.2 Prepare and Support Grant Applications</i>												

Proposed Budget

Fiscal Year 2023- 2027			Hours Per Fiscal Year				
Work Program Tasks	Cost	Hours	2023	2024	2025	2026	2027
Task 1: Program Administration							
1.1 Share information with local partners and the public	\$ 4,125.00	75.00	15.00	15.00	15.00	15.00	15.00
1.2 Staff Commission Board Meetings and Prepare Meeting Materials	\$ 2,750.00	50.00	10.00	10.00	10.00	10.00	10.00
1.3 Operation and Fiscal Management	\$ 825.00	15.00	3.00	3.00	3.00	3.00	3.00
1.4 Annual RRBC Conference	\$ 8,250.00	150.00	30.00	30.00	30.00	30.00	30.00
1.5 Promote communication, coordination, and education within the Basin	\$ 5,775.00	105.00	25.00	20.00	20.00	20.00	20.00
Task 2: Local Assistance and Planning							
2.1 Technical Planning Assistance	\$ 11,000.00	200.00	40.00	40.00	40.00	40.00	40.00
2.2 Support Grant Applications	\$ 12,375.00	225.00	45.00	45.00	45.00	45.00	45.00
2.3 Modernize RRBC Website	\$ 3,575.00	65.00	30.00	35.55	0.00	0.00	0.00
2.4 Historical Water Quality Timeline	\$ 3,822.50	69.55	0.00	0.00	23.00	23.00	23.00
Totals	\$ 52,497.50	954.55	198.00	198.55	186.00	186.00	186.50

FY 23 Proposed Budget

Task	Program Hours Allocated	Program Funds Allocated
<i>1.1 Share information with local partners and the public</i>	15	\$ 825.00
<i>1.2 Staff Commission Board Meetings and Prepare Meeting Materials</i>	10	\$ 550.00
<i>1.3 Operation and Fiscal Management</i>	3	\$ 165.00
<i>1.4 Annual RRBC Conference</i>	30	\$ 1,650.00
<i>1.5 Promote communication, coordination, and education within the Basin</i>	25	\$ 1,375.00
Task 1: Program Administration Total	83	\$ 4,565.00
<i>2.1 Technical Planning Assistance</i>	40	\$ 2,200.00
<i>2.2 Support Grant Applications</i>	45	\$ 2,475.00
<i>2.3 Modernize RRBC Website</i>	30	\$ 1, 650.00
<i>2.4 Historical Water Quality Timeline</i>	0	\$ 0.00
Task 2: Local Assistance and Planning Total	115	\$ 6,325.00
Total	198	\$ 10, 890.00

Rivanna River Basin Commission
Thomas Jefferson Planning District Commission
401 E Water Street, Charlottesville, Virginia
(434) 422 4824 – iobrien@tjpd.org



RRBC STATUS REPORT

PROJECT SUMMARY

REPORT DATE	PROJECT NAME	PREPARED BY
8/15/2022	Rivanna River Basin Commission FY22	Isabella O'Brien, TJPDC

STATUS SUMMARY

This is a template and example of a reporting measure on the accomplishments and spending of the Rivanna River Basin Commission for Fiscal Year 2022. This is meant to strengthen continuity, foster transparency and growth within and surrounding the Commission and its finances.

PROJECT OVERVIEW

TASK	% DONE	DUE DATE	NOTES
Project Administration	100%	Ongoing	Find more information about tasks in Yearly Debrief
5 Year Strategic Plan	99%	September 2022	Up for approval at August Commission Meeting
RRBC Annual Conference	95%	September 2022	Planning occurred during FY22 and continues into FY23 until conference date at the end of September

BUDGET OVERVIEW

This is a short description of what this portion of the document will include. Details on how the money was spent, based on the 5 Year Strategic Work Plan's defined budget. While the plan assumed funding will remain constant at \$10,500 per year, due to the nature of the contract and work plan, certain years have a slightly lower or slightly higher budget. Information will be presented on a yearly basis to reflect the portion of the total 5-year funds (\$) that was utilized during that year's activities and the activities completed will be expanded upon in the yearly debrief following this section. Details of the activities for FY22 are displayed on the following page.

YEARLY DEBRIEF OF FY22 ACTIVITIES

- ✓ **Developed RRBC 5 Year Strategic Work Plan**
 - ✓ **Compiled and researched information on the various “river stewards”, their role in the community, local comprehensive plans and their relation to water quality and the Rivanna, and small area, or statewide plans that either directly inform the RRBC’s work or are tangentially related and used for benchmarking best practices**
 - ✓ **Surveyed “River Stewards” to gain insight into their opinion of the most important issues impacting the basin**
 - ✓ **Shared information on applicable funding opportunities, best management practices, local events, water management and planning through the RRBC and TJPDC Facebook in coordination with the Rivanna Stormwater Education Partnership**
 - ✓ **Shared information on environmental justice, environmental policy changes, and tools for addressing emphasized environmental impacts in disadvantaged and/or minority communities**
 - ✓ **Maintained the RRBC Website with up-to-date information on meeting dates and materials for public access**
 - ✓ **Appointed two new citizen appointees and 2 new board members to the RRBC this year**
 - ✓ **Created an onboarding packet accessible online for the Board/RRBC Commissioners**
 - ✓ **Met for 2 board meetings (September 2021 and May 2022) and the RRBC Conference in September of 2021**
 - ✓ **Developed the RRBC Conference Agenda and Event Planning in 2021 and planned for the September 2022 RRBC Conference focused on Solar Initiatives and Environmental Justice**
-

10th District Solar Initiatives

Below are some current examples of solar initiatives in our localities to help gauge the current knowledge about solar implementation broken down into each of the 6 localities.

1) Nelson County

Nelson County's comprehensive plan was last adopted in 2014 and is currently in the process of creating its most up-to-date plan. As of their 2014 plan, no future energy plans exist and there is no mention of solar energy. A county statement released in Feb 2022 does affirm the county's commitment to transferring to solar energy. The county is partnering with SolSmart, a national designation program that works with local governments to assist their implementation of solar programs and ease the transition to becoming more dependent on solar energy. The organization is led by the Interstate Renewable Energy Council and the International City/County Management Association. The company has not yet established a facility in Nelson yet, but Nelson plans to incorporate their goals into their updated Comp Plan.

Listed in their Solar Statement goals, Nelson will leverage SolSmart:

- Review planning & zoning process and enhance siting options for solar PV while preserving community character and historic resources.
- Review current permitting processes and/or implement solar permitting best practices.
- Support small-scale and community-based local solar energy development.

A focus on agrivoltaics and small-scale solar energy development could be beneficial for Nelson County. (Dylan Bishop, Director of Planning and Zoning at dbishop@nelsoncounty.org or (434) 263-7090 is taking the lead. They have had quite a few inquiries about community or shared solar. The ordinance adopted by the Board does not address this.

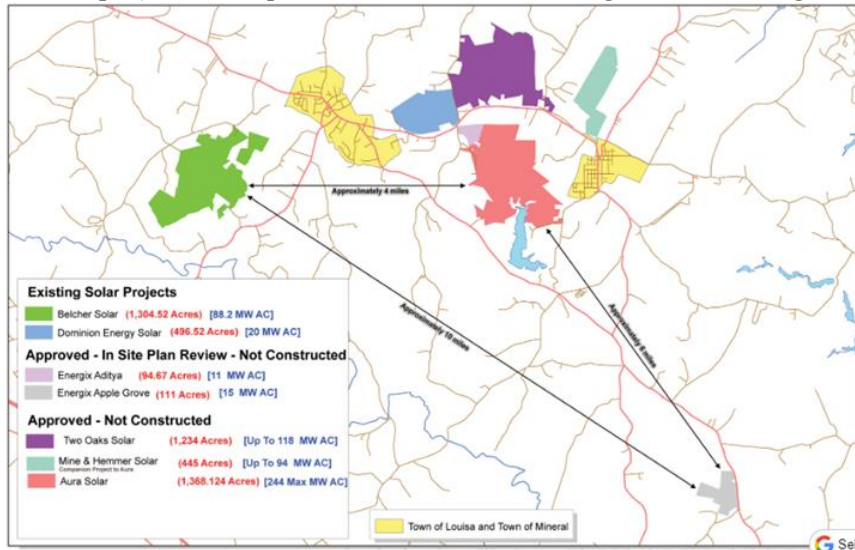
More on Going Solar Nelson: <https://www.nelsoncounty-va.gov/departments/planning-zoning/going-solar/>

2) Louisa County

Louisa County's Comp Plan was adopted in 2019 and makes no mention of solar energy implementation. However, in response to the VA Clean Energy Act, Louisa has committed to implementing solar facilities into their regional grid. A neighborhood meeting and two public hearings are required for the application process. Louisa has implemented additional conditions to be met before solar is approved.

- A limit on the amount of land that can be cleared and disturbed at any one point in a solar project, to help prevent erosion.
- Requiring pollinators to help bees, butterflies, and other small animals with ecosystem sustainment and production of natural resources. Solar projects are required to have 10% of the total project acreage planted in pollinator vegetation, conforming with the DCR's pollinators program.

- All solar projects are required to be behind a 150ft vegetative screening buffer at the property line.



Above are all current solar projects in Louisa County.

More information:

<https://www.louisacounty.com/2604/Solar-Projects>

3) Greene County

There seems to be no mention of solar in the last updated solar plan and there seems to be no initiative by the locality for implementing solar in Greene County. The county seems to have limited future plans for implementing solar. Introducing potential avenues to implementation may be helpful to assist the county.

No additional information can be found on Greene online or through outreach.

4) Fluvanna County

Fluvanna County's Comp Plan has committed the area to transition to renewable sources of energy but has limited specific deliverables. They state that renewable energy should be encouraged and supported. Some larger-scale solar projects include 5 public schools with rooftop solar panels. Additional utility-scaled projects are currently not addressed.

Fluvanna's Solar Policy:

https://www.fluvannacounty.org/sites/default/files/fileattachments/human_resources/page/2041/solar_and_geothermal_energy_policy.pdf

More information:

<https://www.nbc29.com/2022/05/03/troy-area-recycling-center-goes-solar/>

<http://www.cbs19news.com/story/43047425/dominion-announces-schools-getting-solar-arrays-including-ones-in-fluvanna>

5) Albemarle County

Albemarle county has increased its solar participation in the past few years with additional solar energy facilities for county offices, schools, and public buildings. Due to the make-up of the county, Albemarle is emphasizing solar energy in urban areas with less of a focus on rural. When repairing or constructing new buildings, Albemarle requests that solar installations to be considered if applicable. Although there are no

utility-scale solar facilities implemented now, the county has provided a path via “Special Use Permits” and has already approved its first project. Rooftops, brownfields, landfills, parking lots, and other open lands are to be prioritized for solar installations. The county also makes important notice that when considering new solar facilities in affluent areas, there must be equal consideration for historically marginalized/disadvantaged communities to prevent the inequality gap from widening further. Additionally, Albemarle recognizes the importance of incorporating native plantings along solar facilities to promote environmental safety.

Recently, a large-scale solar facility directed by Hexagon Energy is expected to be implemented in Albemarle after the PJM, the regional grid management company that operates the electrical grid from North Carolina to New Jersey, approves the facility in August. The Albemarle County Board of Supervisors will then vote on if it will proceed.

More information:

<https://www.cvilletomorrow.org/articles/a-proposed-solar-farm-in-albemarle-could-power-more-than-half-the-countys-homes/>

<https://solsmart.org/communities/albemarle-county-va/>

6) City of Charlottesville

The City of Charlottesville is enacting similar policies and avenues to implement solar facilities to Albemarle’s programs. As stated in their Comp Plan, the city is committing to future solar programs by incorporating solar into development projects. With a focus on urban solar energy, the city currently has solar energy set up on many city maintenance buildings, a medium-large array for the Charlottesville High School, and a small-medium array on the City Facilities Maintenance Building, and a residential-sized scale for the ecoREMOD Energy House. [The list here](#) provides additional information on solar projects as they are implemented and updated. Performance data is collected and updated periodically and can be [monitored here](#).

To promote local-level solar implementation, the city has established a solar tax credit for certified solar energy equipment, facilities or devices that are attached to real estate within the City of Charlottesville.

More information:

<https://charlottesville.org/761/Renewable-Energy-Solar>

Information about RRBC Conference Speakers:

1. **TJPD Staff Presentation:** Background information on solar in the area, and the connection between solar and stormwater management. (Isabella O’Brien: iobrien@tipdc.org & Brandon Boccher: intern1@tipdc.org)
2. **UVA Weldon Cooper Center Solar Initiative** <https://solar.coopercenter.org/>
3. **Encore Renewable Energy** <https://encorerenewableenergy.com/>
4. **DEQ, Chad Martin:** Department of Environmental Quality Environmental Justice Coordinator for the region <https://www.deq.virginia.gov/get-involved/environmental-justice>

2022 Rivanna River Basin Conference

Main Speakers for Conference

1. **Thomas Jefferson Planning District Commission Brief**
 - a. Introduction to the conference. Overview of why we shifted to solar this year and why it is so important.
2. **Elizabeth Marshall**
 - a. Leading the Solar Initiative program at the UVA Weldon Cooper Center
3. **Lauren Glickman**
 - a. Vice President of Marketing at Encore Renewable Energy
4. **Chad Martin**
 - a. Environmental Justice Coordinator at the DEQ
5. **Kristal Riddervold**
 - a. City of Charlottesville – Solar programs at the urban level.

Organizations Committed to Tabling

I'd like to confirm exactly what the different organizations will be discussing at their tables. If we have a confirmation message/email/conversation, I believe it would help us cement the participants that will 100% come.

1. **Elizabeth Marshall – Weldon Cooper Center**
 - a. Will table for issues regarding solar energy and initiatives. Will most likely be accompanied by Irene Cox, employee at the Weldon Cooper Center.
2. **Peter Krebs (Tentative) – Piedmont Environmental Council**
 - a. Will table for the Piedmont Environmental Council on water quality and watershed issues.
3. **Alexandria Searls – Executive Director for Lewis and Clark Exploratory Center**
 - a. Will table for LCEC on volunteer opportunities and information about the Rivanna.
4. **Erin Reilly (Tentative) – James River Association**
 - a. ereilly@thejamesriver.org
 - b. Watershed/Water Quality
5. **Kevin McLean – Chad Martin – Jake Kline**
 - a. All members of DEQ will table together. Water Quality/EJ.
6. **Caitlin Verdu (Tentative) – Department of Forestry**
 - a. (Need update of exactly what she will discuss)
7. **Shereen Hughes – Wetlands Watch and Chesapeake Bay Landscape Professional**
 - a. 757-880-6802/ shereen.hughes@wetlandswatch.org
 - b. Watershed and wetland information.

8. **Lisa Wittenborn** and/or potentially staff member **Claire Sanderson** -Monitoring program manager) – Rivanna Conservation Alliance
 - a. Table on Rivanna River and Water Quality
9. **RSEP**
 - a. UVA sustainability, TJSWCD. TJPDC, Charlottesville sustainability water management, Albemarle.
 - b. Still need information for what exactly they will table for. Will these different organizations host different tables for each organization?