

5th & Avon Community Advisory Committee Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

5th & Avon Community Advisory Committee

Committee Members:

James Cathro, Chair
Andrew Baxter
Shawn Brydge
Karen Davenport
Robert Finley
Karen Firehock, Planning Commission Liaison
Liz Palmer, Board of Supervisors Liaison
Diane Grieder
Mary Katherine King
Glen Michael
Liz Palmer, Board of Supervisors Liaison
Rick Randolph, Planning Commission Liaison
Craig Roller
Roger Schickedantz
David Storm
Thomas Thorpe

Tori Kanellopoulos, Staff Liaison

Meeting Frequency:

Meetings are held on the 3rd Thursday monthly at 7:00 pm

Meeting Attendance:

List each committee members attendance at each meeting.

July 16, 2020	James Cathro; Mary Katherine King; Karen Davenport; Roger Schickedantz; David Storm; Shawn Brydge; Robert Finley; Diane Greider; Craig Roller; Donna Price; Liz Palmer; Rick Randolph; Nicole Scro
August 20, 2020	Rob Finley; Tom Thorpe; James Cathro; Roger Schickedantz; David Storm; Mary Katherine King; Glenn Michael; Karen Davenport; Shawn Brydge; Diane Greider; Craig Roller; Donna Price; Liz Palmer

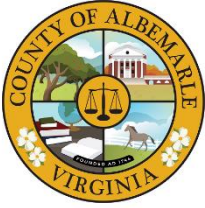
September 17, 2020	James Cathro; Mary Katherine King; Craig Roller; Bob Finley; Glen Michael; Karen Davenport; Diane Geider; Tom Thorpe; David Storm; Roger Schickedantz; Shawn Brydgc; Donna Price; Rick Randolph; Karen Firehock; Jim Heilman; Lindsay Snoodly
October 15, 2020	Mary Katherine King; David Storm; Roger Schickedantz; Craig Roller; Tom Thorpe; Glen Michael; Diane Grieder; Bob Finley; Shawn Brydgc; Karen Davenport; Donna Price; Rick Randolph
November 19, 2020	Mary Katherine King; James Cathro; Karen Davenport; Rogre Schickedantz; Tom Thorpe; David Storm; Robert Finley; Shawn Brydgc; Glen Michael; Donna Price; Liz Palmer; Rick Randolph; Karen Firehock
December 2020	No meeting
January 21, 2021	James Cathro; Mary Katherine King; Craig Roller; David Storm; Roger Schickedantz; Robert Finley; Shawn Brydgc; Mary Davenport; Diane Greider; Tom Thorpe; Donna Price; Liz Palmer; Rick Randolph; Karen Firehock
February 18, 2021	Mary Katherine King; Craig Roller; David Storm; Roger Schickedantz; Robert Finley; Karen Davenport; Diane Greider; Thomas Thorpe; Glen Michael; Shawn Brydgc; James Cathro; Donna Price; Liz Palmer; Rick Randolph
March 18, 2021	James Cathro; Mary Katherine King; Craig Roller; Karen Davenport; David Storm; Roger Schickedantz, Robert Finley; Glen Michael; Diane Greider; Shawn Brydgc; Karen Firehock
April 15, 2021	James Cathro; Craig Roller; David Storm; Roger Schickedantz; Diane Greider; Karen Davenport; Thomas Thorpe; Robert Finley; Shawn Brydgc; Liz Palmer; Karen Firehock; Rick Randolph
May 20, 2021	James Cathro; Craig Roller; Karen Davenport; Roger Schickedantz; David Storm; Robert Finley; Tom Thorpe; Glen Michael; Donna Price; Karen Firehock; Rick Randolph
June 17, 2021	Mary Katherine King; Craig Roller; Roger Schickedantz; Karen Davenport; Robert Finley; Thomas Thorpe; Glen Michael; Diane Grieder; Shawn Brydgc; Andrew Baxter; Donna Price; Liz Palmer; Rick Randolph; Karen Firehock

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

Meeting Date	Development Review Community Meeting	Other Topics
7/16/2020		Development Tracking Update; Future Committee Meeting Topics
8/30/2020		Parks & Recreation Updates Including Biscuit Run; Future Committee Meeting Topics

9/17/2020		2020 General Election Voting Procedures; High School Center II Update; Future Committee Meeting Topics
10/15/2020		Housing Albemarle & Southwood Updates; Future Committee Meeting Topics
11/19/2020		Traffic Impact Analysis Studies (TIA's)
12/2020		No Meeting
1/21/2021		Officer Elections; Climate Action Plan; CAC Development Updates
2/18/2021		Performance Agreements
3/18/2021		Albemarle County Budget Town Hall
4/15/2021	CCP2021-1 ACSA Avon Street Facility Community Meeting	
5/20/2021	ZMA202100005: 1805 Avon Street Community Meeting	Homestay Regulations
6/17/2021	Discussion of Rezoning Application ZMA2021-5 1805 Avon Street	Southwood Development Update; Development Applications Discussion for current site plans in the 5th and Avon CAC area under review



Acquisition of Conservation Easements (ACE) Committee Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Acquisition of Conservation Easements (ACE) Committee

Committee Members:

See “Meeting Attendance” below.

Meeting Frequency:

The regular meeting time of the ACE Committee is the second Monday of each month, but meetings are only held when Committee action is needed. This typically results in 4 or 5 meetings per year. The Committee met three times during the reporting period.

Meeting Attendance:

Members	Meeting Date		
	3/9/2020	8/13/2020	5/21/21
Sherry Buttrick	P	P	P
Richard Keeling	P	A	A
Steve McLean	P	P	A
Rob Farrell	P	P	P
Leah B. Jung	P	P	P
Dave Norford	P	P	P
Roger Ray	P	P	A
Randall Switz	P	P	P
Leo Mallek		P	P

P = Present; A = Absent

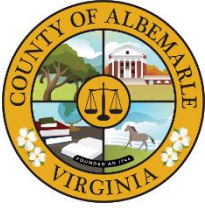
Summary:

During the reporting period, the ACE committee:

- Approved the preliminary scoring and ranking order for the FY19-20 applicant pool and authorized appraisals of the Campbell and Henley properties subject to a determination of “usable” development rights to be provided to the appraiser.
- Approved change to ranking criterion C.5 (“Biodiversity”). Since conserving biological diversity is an important part of the Comprehensive Plan, the 2018 Biodiversity Action Plan (BAP) specifically recommended strengthening the ACE Program and revising the ACE ranking criteria to better identify easement properties that have biodiversity value and critical natural resources. BAP is a science-based tool that uses GIS modelling and the best available data to identify strategies and priority sites for biodiversity conservation throughout

the County.

- Approved change to ranking criterion C.2 (Working Family Farm & Forest) by tweaking the criterion to include properties that are certified “Century Forests”
- Approved change to ranking criteria C.8 (“Stream Buffers”) and easement terms and conditions to make livestock exclusion mandatory on all perennial streams.



Acquisition of Conservation Easements (ACE) Committee Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Agricultural-Forestal Districts Advisory Committee

Committee Members:

See "Meeting Attendance" below.

Meeting Frequency:

Meetings are only held when Committee action is needed. This typically results in 2 to 4 meetings per year. The Committee met four times during the reporting period.

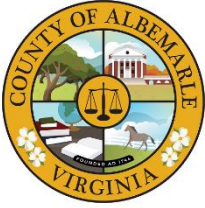
Meeting Attendance:

Members	Meeting Date			
	9/23/20	2/1/21	3/16/21	6/23/21
Benjamin C. Baer	P	P	P	P
Ronald M. Goldberg	P	P	P	P
J. Timothy Keller	P	P	P	P
Leigh Kirchner				P
Peter Lynch	P	P	P	P
Ann Mallek	P	P	P	P
David Powell	P	P	A	P
Elizabeth Sutphen	P	P	P	P
Bruce Vlk	P	P	P	A
Esther Volkan	A	A	A	A

P = Present; A = Absent

Summary:

During the reporting period, the Committee acted on three proposed additions to the districts and four district reviews, and provided advisory comment to the Planning Commission and Board of Supervisors on four special use permits located in or adjacent to districts.



Annual Report – 2021 Albemarle Broadband Authority

Board, Commission, Agency, Authority, or Committee Name: Albemarle Broadband Authority (ABBA)

Committee Members: Bucky Walsh, Waldo Jaquith, Liz Palmer, Donna Price, Trevor Henry, Bill Fritz

Meeting Frequency:

Provide the committee’s meeting times and the number of meetings the committee has had in the past year.

Meeting Attendance:

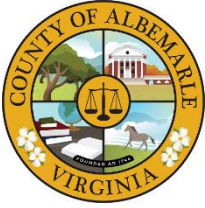
List each committee members attendance at each meeting.

Meeting	Attendees
July 22, 2020	Bucky Walsh, Waldo Jaquith, Liz Palmer, Donna Price, Bill Fritz
August 14, 2020	Bucky Walsh, Waldo Jaquith, Liz Palmer, Trevor Henry, Bill Fritz
August 26, 2020	Bucky Walsh, Waldo Jaquith, Liz Palmer, Donna Price, Trevor Henry, Bill Fritz
September 23, 2020	Bucky Walsh, Waldo Jaquith, Liz Palmer, Donna Price, Trevor Henry, Bill Fritz
October 28, 2020	Bucky Walsh, Waldo Jaquith, Liz Palmer, Trevor Henry, Bill Fritz
November 25, 2020	Bucky Walsh, Waldo Jaquith, Liz Palmer, Donna Price, Trevor Henry, Bill Fritz
February 1, 2021	Bucky Walsh, Waldo Jaquith, Liz Palmer, Donna Price, Trevor Henry, Bill Fritz
February 17, 2021	Bucky Walsh, Liz Palmer, Donna Price, Trevor Henry, Bill Fritz
February 24, 2021	Bucky Walsh, Waldo Jaquith, Liz Palmer, Donna Price, Trevor Henry, Bill Fritz
March 10, 2021	Bucky Walsh, Liz Palmer, Donna Price, Trevor Henry
March 24, 2021	Bucky Walsh, Waldo Jaquith, Liz Palmer, Donna Price, Trevor Henry, Bill Fritz
April 26, 2021	Bucky Walsh, Waldo Jaquith, Liz Palmer, Donna Price, Trevor Henry, Bill Fritz
May 26, 2021	Bucky Walsh, Waldo Jaquith, Liz Palmer, Donna Price, Trevor Henry, Bill Fritz
June 23, 2021	Bucky Walsh, Waldo Jaquith, Liz Palmer, Donna Price, Trevor Henry, Bill Fritz

Summary:

Fiscal Year 2021 (July 1 2020 through June 30 2021) was a busy and successful year with the Albemarle Broadband Authority.

- VATI 2020 Offering Fiber in 8 Project Areas with 837 locations offered fiber service
- VATI 2021 Award Offer for 9 Project Areas with 1,675 locations offered fiber service
- MOU signed with Firefly; Universal Fiber Coverage Planning for 5,900 locations
- Successful CARES related Activities with Shentel BEAM and Firefly
- Support for BOS Appropriation of \$3mil in ARPA Funds
- Support for BOS Approved Broadband Accessibility and Affordability Office.



Acquisition of Conservation Easements (ACE) Committee Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Albemarle Conservation Easement Authority (ACEA)

Committee Members:

See "Meeting Attendance" below.

Meeting Frequency:

The regular meeting time of the ACEA is the second Thursday of each month, but meetings are only held when Authority action is needed. This typically results in 8 to 10 meetings per year. The Authority met eight times during the reporting period.

Meeting Attendance:

Members	Meeting Date							
	Jul-20	Aug-21	Oct-21	Dec-20	Feb-21	Apr-21	May-21	Jun-21
Sherry Buttrick	P	P	P	A	P	A	A	P
Rose Emery	P	P	P	P	P	A	P	P
David Emmitt	P	P	P	P	P	P	P	P
Jay Fennell	A	P	P	P	P	P	A	A
David Mitchell	P	P	P	A	P	A	A	A
John P. Moore	A	P	P	P	P	P	P	P
Jennie More	P	P	P	A	P	A	A	P
Hamilton Moses	P	A	P	P	P	P	P	P
Peter Taylor	P	A	P	P	P	P	P	P

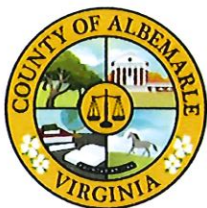
P = Present; A = Absent

Summary:

During the reporting period, the ACEA:

- Recorded nine new donated conservation easements, protecting 781.3 acres of the Rural Area and eliminating the development potential for 88 rural dwellings. The ACEA also recorded one new ACE easement as co-holder with the County, protecting 49.69 acres and eliminating three potential dwellings.

- Reviewed and acted on 11 new or revised proposals for new donated conservation easements
- Reviewed and acted on four approval requests from easement landowners.
- Extensively reviewed a request from VDOT for an overlying roadway easement on the edge of the Riggory easement property, which would be impacted by grading for the new traffic circle at Route 20 and Proffitt Road. The ACEA worked with the landowner and VDOT to negotiate terms that allow the traffic-circle project to be built while protecting the conservation values of the property.



Annual Report – FY 2020-21

Board, Commission, Agency, Authority, or Committee Name:

Albemarle County Service Authority (ACSA) Board of Directors

Committee Members:

1. Clarence Roberts- Rivanna District (Term Expires 12/31/23)
2. Charles Tolbert- Jack Jouett District (Term Expires 12/31/21)
3. Richard Armstrong- Scottsville District (Term Expires 12/31/23)
4. John Parcels- White Hall District (Term Expires 12/31/23)
5. Nathan Moore- Rio District (Term Expires 12/31/21)
6. Jennifer Sulzberger- Samuel Miller District (Term Expires 12/31/21)

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

ACSA Board Meetings are held the third Thursday of every month at 9:00 a.m. All meetings were held virtually with online public participation. We publish online detailed minutes of each Board meeting, and the formal actions taken.

1. Thursday, July 16, 2020 at 9:00 a.m.
2. Thursday, August 20, 2020 at 9:00 a.m.
3. Thursday, September 17, 2020 at 9:00 a.m.
4. Thursday, October 15, 2020 at 9:00 a.m.
5. *Tuesday, November 3, 2020 – Special Audit Committee Meeting*
6. Thursday, November 19, 2020 at 9:00 a.m.
7. Thursday, December 17, 2020 at 9:00 a.m. *(this meeting was cancelled; special meeting held on Tuesday, December 22, 2020 at 9:00 am)*
8. Thursday, January 21, 2021 at 9:00 a.m.
9. Thursday, February 18, 2021 at 9:00 a.m.
10. Thursday, March 18, 2021 at 9:00 a.m.
11. Thursday, April 15, 2021 at 9:00 a.m.
12. Thursday, May 20, 2021 at 9:00 a.m.
13. Thursday, June 17, 2021 at 9:00 a.m.

Received
JUL 29 2021
County of Albemarle
Board of Supervisor's Office

Meeting Attendance:

List each committee members attendance at each meeting.

X = present
■ = absent

*November 3, 2020- Special Audit Committee meeting- only Board members on Audit Committee present

Meeting Date	July 16 2020	Aug 20 2020	Sept 17 2020	Oct 15 2020	*Nov 3 2020	Nov 19 2020	Dec 22 2020	Jan 21 2021	Feb 18 2021	Mar 18 2021	Apr 15 2021	May 20 2021	Jun 17 2021
Clarence Roberts	X	X	X	X		X	X	X	X	X	X	X	X
Charles Tolbert	X	X	X	X	X	X	X	X	X	X	X	X	X
Richard Armstrong	X		X	X		X	X		X	X	X	X	X
Nathan Moore	X	X	X	X		X	X	X	X	X	X	X	X
John Parcels	X	X	X	X	X	X	X	X	X	X	X	X	X
Jennifer Sulzberger	X	X	X	X		X	X	X	X	X	X	X	X

Summary:

Provide a summary of the committee activities of the past year to include Albemarle County Service Authority milestones, accomplishments, and challenges.

1. The ACSA during FY 20-21 has been focused on keeping the water flowing, keeping operations going, and staying safe during these COVID times. We can assure you that the ACSA did all in our power to continue to provide safe drinking water and meet customer expectations during the Pandemic this past year. We supported our treatment partner RWSA as a backup when needed to assure the adequate treatment and delivery of drinking water (and wastewater treatment) for the citizens of the Albemarle Community.

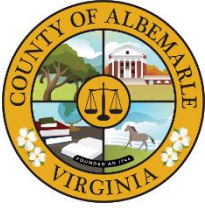
During COVID all of our employees continued to provide a critical and essential public service, although we creatively found new ways to adapt our customer services during these COVID times.

2. In October of 2020 we conducted a Customer Survey to both thank our customers for their continued patience and resiliency during the unprecedented times of COVID, as well as request feedback on their water and sewer services. We received very good positive feedback:
 - After contacting the ACSA during the pandemic, how satisfied were you with the service you received? – 93.2% satisfied;
 - How satisfied are you with the information provided by the ACSA about your water? – 95.6% satisfied;
 - Has the closing of the ACSA office to the public had an impact on your water or sewer service? – 99.4% satisfied.

This past year we made major strides in implementing our Strategic Plan with major projects such as, our MyWater initiatives using advanced metering infrastructure (AMI); new work order management system for improved customer service (CMMS); started the implementation of a new financial system; go live this June on a totally new online bill payment platform and customer experience; completion of a revised ACSA Emergency Response and Preparedness Plan following an extensive Vulnerability Assessment; and others. Our attached Annual Report document highlights some of these initiatives. During the past year, we completed a number of capital projects as part of our \$10 million Capital Improvements Program.

The ACSA is strong financially, and we believe well managed to provide our customers safe, clean, reliable Albemarle water at a good value. The attached Popular Annual Financial Report covers in non-accounting language the ACSA's financial position. As you know, the ACSA operates totally on utility service fees and receives no funding from Albemarle County Government. As we close this fiscal year, we are proud of the water utility services that we provide to over 21,000 customers serving over 80,000 Albemarle residents.

Report prepared by Gary O'Connell, Executive Director of the Albemarle County Service Authority



Architectural Review Board Annual Report 2020-2021

Board, Commission, Agency, Authority, or Committee Name:

Architectural Review Board (ARB)

Committee Members:

See "Meeting Attendance" below.

Meeting Frequency:

ARB meetings are held the first and third Monday of each month beginning at 1:00 pm. If the Monday is a holiday, the meeting moves to Tuesday. There were 23 meetings during the reporting period.

Meeting Attendance:

Meeting Date	ARB Members' Attendance					
	Stan Binsted	Dade Van Der Werf	Fred Missel	Frank Stoner	Frank Hancock	Chris Henningsen
7/6/2020	P	P	A	P	P	
7/20/2020	P	P	P	P	P	
8/3/2020	P	P	P	P	P	
8/17/2020	P	P	P	P	P	
9/8/2020	P	P	P	P	P	
9/21/2020	P	P	P	P	P	
10/5/2020	P	P	P	P	P	
10/19/2020		P	P	P	P	
11/2/2020		P	P	P	P	
11/16/2020		P	P	P	A	
12/7/2020		P	P	P	P	
12/21/2020		P	P	P	P	P
1/4/2021		P	P	P	P	P
1/19/2021		P	P	P	P	P
2/1/2021		P	P	P	P	P
2/15/2021		MEETING CANCELLED				
3/1/2021		P	P	P	P	P
3/15/2021		P	P	A	P	P
4/5/2021		P	P	P	P	A
4/19/2021		A	P	P	P	P
5/3/2021		P	P	P	A	P
5/17/2021		A	A	P	P	P

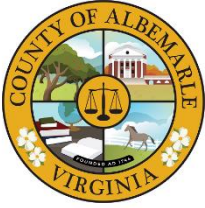
6/7/2021		P	P	P	P	P
6/21/2021		P	A	P	P	P

P = Present; A = Absent

Summary:

A summary of the ARB's application reviews is provided in the table below. The primary "Other Business Item" was ongoing discussion about updates to the Entrance Corridor Design Guidelines.

Meeting Date	Board Activity			
	Applications Reviewed on Consent Agenda	Regular Review Applications	Work Sessions	Other Business Items
7/6/2020	2	1	2	0
7/20/2020	0	2	0	1
8/3/2020	0	4	0	0
8/17/2020	0	3	0	0
9/8/2020	0	1	0	0
9/21/2020	0	4	0	0
10/5/2020	3	0	1	1
10/19/2020	0	1	0	1
11/2/2020	0	2	0	1
11/16/2020	1	0	0	1
12/7/2020	0	3	0	2
12/21/2020	1	0	0	2
1/4/2021	0	2	0	3
1/19/2021	0	2	1	1
2/1/2021	1	3	1	1
2/15/2021	MEETING CANCELLED			
3/1/2021	0	6	1	1
3/15/2021	0	0	0	1
4/5/2021	0	3	1	2
4/19/2021	1	0	0	1
5/3/2021	1	2	0	1
5/17/2021	1	3	0	1
6/7/2021	0	1	0	1
6/21/2021	0	1	0	1



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Audit Committee

Committee Members:

Ned Gallaway, Board of Supervisors
Liz Palmer, Board of Supervisors
Ellen Osborne, ACPS Board Member
Jeff Richardson, County Executive
Nelsie Birch, Chief Financial Officer
Rosalyn Schmitt, ACPS Chief Operating Officer

Meeting Frequency:

The Audit Committee meets twice a year, or more frequently at the discretion of the Committee, in conjunction with the County's external audit process. The Committee met on November 23, 2020 and on June 4, 2021.

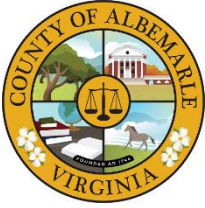
Meeting Attendance:

All committee members were present at both meetings.

Summary:

The Committee met on November 23, 2020 to review the results of the fiscal year 2020 audit. Presenting at the meeting were David Foley and Josh Roller of the auditing firm of Robinson Farmer Cox Associates. The Committee members were presented with the final draft of the annual comprehensive financial report and reviewed some of the fiscal highlights of fiscal year 2020. Messrs. Foley and Roller informed the Committee that their firm had issued an unqualified opinion on the County's presentation of its financial statements, and commended County staff on the efficiency of the audit testing conducted by their firm.

The Committee met on June 4, 2021 to discuss the upcoming audit of fiscal year 2021, including new GASB requirements that will impact the County's financial statements. Ms. Nelsie Birch, CFO, was reconfirmed as the Committee chair.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Blue Ridge Committee

Committee Members:

Complete list attached

Abermarle County Reps: Lee James and Joe Jones

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Twice annually

Meeting Attendance:

List each committee members attendance at each meeting.

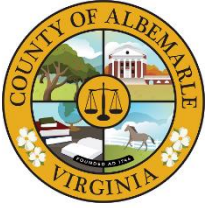
Summary:

Committee was created to ensure effective communication between National Park Service (Shenandoah National Park) and the eight surrounding counties. Bylaws attached

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

Committee has been inactive due to Covid19. A video conference was held so I, as the new Superintendent could be introduced.

The NPS is interested in seeing this group continue, and needs assistance from the counties in getting it reenergized.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Albemarle County Department of Social Services Advisory Board

Committee Members:

Jennie More-Chair (Whitehall District)

Mary McIntyre- Vice Chair (Rio District)

Amy Laufer (Rivanna District)

Katherine Burton (Samuel Miller District)

Karen Horridge (Jack Jouett District)

Scottsville District member currently vacant an application is due to go before BOS at September meeting

Doug Walker- Albemarle County Deputy Executive

Kaki Dimock- Director for Albemarle County Department of Social Services

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Public meetings occur monthly. On the 2nd Tuesday of each month 3:30-5:00 historically held at the 5th Street County Office Building (1600 5th Street, DSS, Room 231) currently because of the pandemic situation all meetings are being conducted via Zoom and are recorded and posted on our you tube public meeting account.

The committee met 11 times during FY 21.

Meeting Attendance:

List each committee members attendance at each meeting.

[See attached summary of attendance from July 2020 – June 2021](#)

Summary:

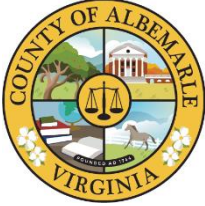
Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

Each year the Advisory Board is required by code to present an annual report to our Board of Supervisors. This is handled by the Director, the Budget Analyst in Business Services, and the Manager for Program Accountability in Business Services. The Advisory Board is given a presentation in November or December of the progress on the report. Typically, the Director and

one Advisory Board member present the Annual Report to the Board of Supervisors at a February or March BOS meeting.

One of the Advisory Board roles that members are charged with is to “seek knowledge about departmental services and the community and to interest itself in all matters pertaining to the social welfare programs in the county”. During each Advisory Board meeting, an educational presentation is provided to inform the Advisory Board. These presentations are facilitated by outside community partners and ACDSS staff depending on the subject. Some of the recent presentations included:

- Achieving Permanency through Adoption
- TJACH-Homeless Service System of Care and New Housing Opportunities
- Child Family Services Review Update
- Partners in Progress ACDSS/Virginia Career Works Collaboration
- Family Finding and Engagement at ACDSS
- Affordable Housing through Community Development and Public Housing Agency Programming
- Equity in Social Services? Are we a racist system that needs to be re-imagined?
- Current Status of SNAP in Albemarle

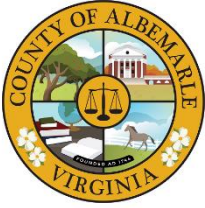


- **Meeting Attendance for the Advisory Board**
 - **July 2020-June 2021**
 - **Members**
 - **Amy Laufer-Katherine Burton-Karen Horridge-Mary McIntyre-Jennie More**
 - **Rae Juhan (relocated to Fluvanna stepped down)**

-
-

Meeting Date	Members Present	Members Absent
July 14, 2020	Meeting was cancelled	
August 11, 2020	Mary, Amy, Katherine, Karen	Jennie & Rae
September 8, 202	Katherine, Jennie, Amy	Karen, Mary & Rae
October 13, 2020	Mary, Karen, Amy, Rae, Jennie & Katherine	No members absent
November 10, 2020	Katherine, Mary, Karen & Amy	Jennie & Rae
December 8, 2020	Jennie & Rae	Mary, Karen, Amy & Katherine
January 12, 2021	Katherine, Karen, Jannie, Mary & Amy	Rae
February 9, 2021	Jennie, Karen, Rae, Amy	Katherine
March 9, 2021	Katherine, Jennie, Karen, Mary & Amy	Scottsville position vacant
April 13, 2021	Katherine, Jennie, Karen, Amy & Mary	Scottsville position vacant
May 11, 2021	Mary, Katherine & Amy	Karen, Jennie & Scottsville position vacant
June 8, 2021	Karen, Mary, Amy	Katherine, Jennie & Scottsville position vacant





Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:
Board of Zoning Appeals (BZA)

Committee Members as of July 1, 2020:

John Shepherd, Chair

Ed Robb, Vice-Chair

Marcia Joseph, Secretary

Edward (Bo) Carrington (new appointment as of 7/1/2020; oath administered on 8/14/2020)

Randy Rinehart (did not seek reappointment at term expiration as of May 23, 2021)

Meeting Frequency:

The BZA meets on the first Tuesday of each month at 2 pm. Meetings are not held if there is no business pending.

In FY2020-2021, the BZA held eight (8) meetings.

Meeting Attendance:

July 7, 2020

Present:

John Shepherd
Marcia Joseph
Randy Rinehart
Ed Robb

Absent:

August 4, 2020

Present:

John Shepherd
Marcia Joseph
Randy Rinehart
Ed Robb

Absent:

September 1, 2020

Present:

John Shepherd
Marcia Joseph
Edward (Bo) Carrington (first meeting serving on BZA)
Randy Rinehart
Ed Robb

Absent:

October 6, 2020

Present:

John Shepherd
Marcia Joseph
Edward (Bo) Carrington
Randy Rinehart
Ed Robb

Absent:

November 10, 2020

Present:

John Shepherd
Marcia Joseph
Edward (Bo) Carrington
Randy Rinehart
Ed Robb

Absent:

December 1, 2020

Present:

John Shepherd
Marcia Joseph
Edward (Bo) Carrington
Randy Rinehart
Ed Robb

Absent:

January 5, 2021

Present:

John Shepherd
Marcia Joseph
Edward (Bo) Carrington
Randy Rinehart
Ed Robb

Absent:

May 4, 2021

Present:

John Shepherd
Marcia Joseph
Edward (Bo) Carrington
Randy Rinehart (final meeting due to term expiration)
Ed Robb

Absent:

Summary:

BZA Activities:

- Three (3) applications for appeal of the Zoning Administrator's determination were submitted. Two were withdrawn and one was affirmed by a 5:0 vote
- Two (2) special use permit requests for signs which were both approved with conditions by a 4:0 vote and a 5:0 vote
- One (1) variance request which was granted with conditions by a 5:0 vote
- Two (2) training sessions
- One (1) organizational meeting
- One (1) business meeting to recognize a retiring member

Attached you will find a detailed report for FY 2021.

Milestones:

The BZA celebrated a milestone with Randolph Rinehart who chose not to seek reappointment to the BZA at the end of his term in May 2021. He was a dedicated member for 21 years. His service was celebrated with a resolution at the BZA meeting on May 4, 2021 and again at the BOS meeting on May 5, 2021.

Accomplishments:

The BZA welcomed two (2) new members during this fiscal year which completed the membership.

Challenges:

The BZA, like many other boards, faced the challenges of holding public meetings in an electronic format. The virtual meeting platform brought about some difficulties; however, at some point in the process, things became a bit more comfortable. There are occasional technical difficulties, but the BZA has been able to conduct business successfully.



ALBEMARLE COUNTY BOARD OF ZONING APPEALS

2021 ANNUAL REPORT

I. INTRODUCTION

Virginia Code § 15.2-2308 requires that the Board of Zoning Appeals (BZA) submit a report of its activities to the governing body at least once each year. The following report outlines the BZA's activities from July 1, 2020 through June 30, 2021 (FY2021).

II. PERSONNEL

The BZA consists of five members appointed by the Circuit Court for a term not to exceed five years. The BZA members during FY2021 were:

<u>Member</u>	<u>Term Expiration</u>
<i>John Shepherd, Chairman</i>	Appointed May 23, 2017 for a five-year term to expire May 22, 2022.
<i>Edgar S. Robb, Vice Chairman</i>	Reappointed May 16, 2019 for a five-year term to expire May 23, 2024.
<i>Marcia Joseph, Secretary</i>	Reappointed May 23, 2020 to complete the term to expire May 23, 2025.
<i>Edward "Bo" Carrington</i>	Appointed July 1, 2020 to complete the unexpired term of the late David Bowerman, which term expires May 23, 2023. He began service after being sworn in on August 14, 2020.
<i>Randy Rinehart</i>	Reappointed May 23, 2016 for a five-year term that expired May 23, 2021. He did not seek reappointment at the expiration of his term.

III. OPERATING PROCEDURES

Regular meetings of the BZA were scheduled for the first Tuesday of each month starting at 2:00 p.m., though meetings were not held if no business was pending. The BZA operates with Rules of Procedure adopted January 5, 2016, last revised April 2, 2019, and most recently re-adopted January 5, 2021.

IV. EXPENSES

The BZA does not have a separate budget. Compensation and mileage are included within the budget of the Department of Community Development. Funding for BZA salaries in FY2021 was consistent with prior years. BZA members were paid \$45 per meeting. Compensation expenses for FY2021 totaled \$1,665.00.

In June 2019, the BZA retained the legal services of James M. Bowling, IV of St. John, Bowling, Lawrence, & Quagliana, LLP. Their agreement stipulated that services would be charged at the rate of \$250 per hour, not to exceed \$2,000 for FY2019. In FY2020 and FY2021, the budgeted amount of \$5,000 was allotted for BZA legal counsel. Under the agreement, Mr. Bowling provides legal services even if his billing exceeds the budgeted amount of \$5,000. Legal counsel expenses for FY2021 totaled \$3,875.00.

County staff working with the BZA included the Director of Zoning (Zoning Administrator), Chief of Zoning (Deputy Zoning Administrator), Deputy County Attorney, Planners, Code Compliance Officers, and a Community Development Assistant II who serves as the Recording Secretary.

V. ACTION SUMMARY

The BZA held eight meetings in FY2021. The submittals and actions considered by the BZA are shown in the following tables:

Appeals

Three appeals were processed in FY2021. Two were forwarded to the BZA.

<u>Application #</u>	<u>Appellant or Project Name</u>	<u>Action</u>	<u>Issue</u>
AP2020-001	R.A. Yancey Lumber Corporation	On 8/4/2020, the BZA voted 4:0 to defer this appeal to 9/1/2020. The Board of Supervisors subsequently granted certain special exceptions to the appellant owner. Prior to the 9/1/2021 BZA meeting, the appellant then withdrew AP2020-001. The underlying VIO-2019-428 was abated based on the special exceptions and 9/28/2020 onsite inspection.	Owner's appeal of a notice of zoning violations
AP2020-002	Justin Shimp	Withdrawn by the appellant after clarification with the Zoning Administrator May 14,2020	Appeal of Zoning Administrator's Determination LOD2019-020 regarding pedestrian trails and accessory uses
AP2020-003	Appeal of Zoning Administrator's Determination regarding North Pointe	Affirmed the Zoning Administrator's determination (5-0) December 1, 2020	Determination regarding North Pointe construction entrance on Pritchett Lane

Special Use Permits

Two special use applications were heard in FY2021.

<u>Application #</u>	<u>Applicant or Project Name</u>	<u>Action</u>	<u>Issue</u>
SP2020-009	North Pointe Middle Entrance Sign	Approved with conditions (4-0) July 7, 2020	Construction of an entrance sign in public right-of-way
SP2020-011	Pantops Corner Bundle Sign	Approved with conditions (5-0) September 1, 2020	Construction of a bundle sign on Stony Point Road

Variance

One variance application was heard in FY2021.

<u>Application #</u>	<u>Applicant or Project Name</u>	<u>Action</u>	<u>Issue</u>
VA2020-001	Corbett Agricultural Barn	Granted the variance with conditions (5-0) December 1, 2020	Setback variance for agricultural barn

Training/Organizational/Business

The Deputy County Attorney provided legal training at the October and November 2020 meetings.

An organizational meeting was held in January 2021.

A business meeting for the approval of minutes and recognition of service for Randolph Rinehart was held in May 2021.

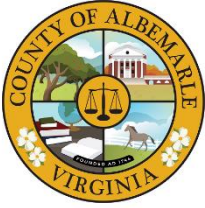
VI. COURT ACTION

During FY2021, two decisions of the BZA were the subject of Circuit Court appeals:

- In re: October 1, 2019 Decision of the BZA [AP2019-004] – On October 31, 2019, the Board of Supervisors appealed the BZA’s reversal of the denial of a home occupation clearance. At issue was the BZA’s reliance on VA Code 15.2-2311 (C) in making its decision.
- In re: February 4, 2020 Decision of the BZA [VA2019-001] -- On March 3, 2020, the Board of Supervisors appealed the BZA’s granting of a variance that had reduced the setback at issue in AP2019-004. At issue was staff’s position that the granting of the variance created a use variance.

In both cases, the BZA compiled and returned its official record to the Circuit Court, as required by *Virginia Code* § 15.2-2314. By law, the BZA is not an active participant in Circuit Court proceedings beyond compiling and submitting its record.

Following a resolution of the underlying issues, on December 18, 2020, the County voluntarily non-suited (withdrew) both of its appeals.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Capital Improvement Program CIP Advisory Committee

Committee Members:

Bea LaPisto-Kirtley	Board of Supervisors representative
Donna Price	Board of Supervisors representative
Kate Acuff	School Board representative
Jonno Alcaro	School Board representative
Karen Firehock	Planning Commission representative
Cal Morris	Citizen representative

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Committee held two meetings:

November 24, 2020
December 3, 2020

Meeting Attendance:

List each committee members attendance at each meeting.

November 24 attendees:

Cal Morris, Citizen representative
Karen Firehock, Planning Commission representative
Kate Acuff, School Board representative
Donna Price, Board of Supervisor representative
Bea LaPisto-Kirtley, Board of Supervisors representative
Jonno Alcaro, School Board representative

Dec 3rd attendees:

Cal Morris, Citizen representative
Karen Firehock, Planning Commission representative
Kate Acuff, School Board representative
Donna Price, Board of Supervisor representative
Bea LaPisto-Kirtley, Board of Supervisors representative
Jonno Alcaro, School Board representative

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The CIPAC met to review and consider 23 projects that were paused or delayed in FY 21 or were projects originally planned for FY 22 before financial impacts of the COVID-19 pandemic were known.

This year's role for the CIPAC was understandably truncated and brief. Those CIPAC members who were on the committee at the time, reflected on the process in 2019, which was more involved and comprehensive. These committee members would like future processes to reflect that of 2019, where they began deliberations earlier in the year and are more involved in developing the list of capital projects for consideration as well as having more discussions and information about each project.

The Committee made the following recommendation to the County Executive's Office for the Fiscal Year 2021 ("FY 21") and Fiscal Year 2022 ("FY 22") Capital Program budget.

FY 21 (mid-year)

The CIPAC recommends that the FY 21 capital budget be amended to include funding for an estimated \$27.3 million for the following projects:

- Biscuit Run Park Phase 1A
- Greenways/Blueways Connector
- Crozet Addition and Improvements
- Drainage Infrastructure Maintenance/Repair Program
- Water Quality Mandated Total Maximum Daily Load (TMDL) funding
- County Office Building (COB) McIntire Windows Replacement
- Parks Restroom Renovation/Modernization
- Western Albemarle High School Americans with Disabilities Act (ADA) Improvements and Softball Field Restroom

Operational Impacts:

Biscuit Run Park Phase 1A is expected to add an estimated \$20,000 in operational costs and Crozet Addition and Improvements is expected to add an estimated \$400,000 in operational costs. The COB McIntire Windows Replacement is anticipated to provide an estimated \$15,000 in operational savings.

FY 22 Recommendation

The CIPAC recommends that the following projects, estimated to cost \$10.3 million, be considered for inclusion in the County Executive's FY 22 Recommended Budget:

- Transportation Leveraging Program funding
- Economic Development funding for Public Private Partnership (P3's)
- Mountain View School Expansion and Site Improvements
- Moore's Creek Trail and Trailhead Park*

*Funding for the Moore's Creek Trail and Trailhead Park is recommended to be contingent on Thomas Jefferson Planning District Commission (TJPDC's) receipt of a Smart Scale Grant and/or when the trail construction efforts are underway.

Operational Impacts:

Mountain View School Expansion and Site Improvement is expected to add an estimated \$55,000 in operational costs.

The recommended scenario for both FY 21 and FY 22 would keep the CIP in accordance with the County's Financial and Debt Management Policies.

Other

While not included in list of 23 projects included in the Committee's scope of work this year, committee members noted strong support for:

- Broadband Projects
- Recycling Convenience Center in the Southern area of the County

These projects are a high priority for the CIPAC and require further consideration in the budget development process. As the projects in the recommended scenario may not directly increase the equitable distribution of capital resources in the community, these two projects would greatly enhance services provided to underserved areas in the County.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Charlottesville Albemarle Airport Authority Board

Committee Members:

Jeff Richardson-County Executive

Donald Long-Joint Member and Chairman of the Board

Charles "Chip" Boyles- City Manager and Vice Chairman of the Board- (Served 3/9/21-current)

John Blair-Acting City Manager - (Served from 10/2020-1/2021)

Dr. Tarron Richardson- Former City Manager- (Served from 11/2019-9/2020)

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Typically, the Airport Authority Board meets every other month. Scheduled meetings are typically held at 8:30 am on the second Tuesday of every other month (July, September, November, January, March, and May).

During FY21, meetings dates were as follows:

July – No meeting

September 15, 2020

November 10, 2020

January 12, 2021

March 9, 2021

April 27, 2021

May 3, 2021

June 8, 2021

Meeting Attendance:

List each committee member's attendance at each meeting.

July- no meeting

September 15, 2020- Donald Long, Jeff Richardson, Dr. Tarron Richardson

November 10, 2020- Donald Long, Jeff Richardson, John Blair

January 12, 2021-Donald Long, Jeff Richardson, John Blair

March 9, 2021- Donald Long and Jeff Richardson, Charles "Chip" Boyles

April 27, 2021- Donald Long, Jeff Richardson, Charles "Chip" Boyles

May 3, 2021- Donald Long, Jeff Richardson, Charles "Chip" Boyles

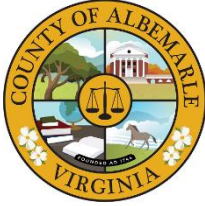
June 8, 2021- Donald Long, Jeff Richardson, Charles "Chip" Boyles

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The following are issues and challenges that the Airport Authority Board addressed in FY21:

- An FAA CARES Act Grant for \$6,279,972 was executed. Reimbursement of operating expenses and debt service payments are eligible under this grant. Funds must be expended within four years from the date of acceptance.
- Hertz Rental Car declared bankruptcy and rejected the Authority's lease. Hertz ceased operations at CHO on September 17, 2021
- The Authority established the Charlottesville Albemarle Airport Authority's Infectious Disease (COVID-19) Preparedness and Response Plan on 7/15/20 as per the VA Department of Labor guidelines.
- A bond issuance with the Virginia Resource Authority for reimbursement of the \$1.9 million 2019 Parking Expansion Project was authorized.
- A Department of Criminal Justice Service COVID-19 grant was secured to assist with the funding of pandemic-related expenses.
- A Transportations Security Administration grant was secured for partial reimbursement of the salary of a law enforcement officer at the screening checkpoint.
- The contract for the 2021 Terminal Emergency Generator Project was awarded.
- Oversaw the completion of the Air Carrier Ramp Expansion Project, which added four additional aircraft parking spaces on the ramp.
- Oversaw the reactivation of the Airport's Medium Approach Light System with Runway Alignment Indicator Lights (MALSR).
- Oversaw the FY2020 Comprehensive Annual Financial Audit and awarded the FY-2021 audit.
- Oversaw a design project to Value-Engineer the Entry Pavilion Project.
- Oversaw a design project to update the airfield light, signage, and electrical vault systems to LED technology.
- The project to Relocate Taxiway Echo began with 100% funding from the FAA.
- An FAA Airport Coronavirus Response Grant (CRRSSA Act) in the amount of \$2,928,978 was executed. Reimbursement of operating expenses and debt service payments are eligible under this grant. Funds must be expended within four years from the date of acceptance. Included in this grant is \$83K which is set aside for relief to the airport terminal concessionaires.
- A contract for the replacement of the two sets of terminal escalators was awarded.
- A contract for the replacement of the firehouse roof was awarded.
- An FAA grant application for the construction of Parking Lot Elevator & Stairs Replacement was submitted in the amount of \$4,270,000.
- FAA grant applications totaling of \$1,304,243 for the purchase of a runway deicer truck, an aircraft/firefighting vehicle, and a front-end loader were submitted.
- An FAA grant application in the amount of \$397,184 for the purchase of a replacement snowplow was submitted.
- Received notification that CHO has been allocated \$5,041,463 in FAA Airport Rescue Grant funding which was authorized in the American Rescue Plan Act of 2021. As part of this grant, \$332K has been set aside for relief funding to the airport terminal concessionaires.
- The Board continued to oversee CHO's pandemic recovery. During the 7/1/20 – 6/30/21 period, CHO Airport saw a positive recovery from the COVID-19 disruption to the nation's air service. Total (inbound & outbound) passenger traffic was 13,049, with an average of 4-5 daily flights in June 2020. Total passenger traffic increased to 32,138, with an average of 14 daily flights in June of 2021. In comparison: In pre-pandemic June 2019, CHO served 66,767 total passengers with an average of 26 daily flights.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Charlottesville Albemarle Convention and Visitors Bureau

Committee Members:

Current (as of July 2021): Chip Boyles, Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Pace Lochte, Ann Mallek, Jennifer Mayo, Diantha McKeel, Jeff Richardson, Gary Sandling, Gabe Silver, Nikuyah Walker

Past: Letitia Shelton, Mary Blair Zakaib

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

The 4th Monday of every other month from 2pm-4pm
6 regular Board meetings and 1 special Board meeting in FY 2021

Meeting Attendance:

List each committee members attendance at each meeting.

1. August 2020
 - a. Present: Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Ann Mallek, Diantha McKeel, Jeff Richardson, Letitia Shelton, Gabe Silver, Nikuyah Walker, Mary Blair Zakaib
 - b. Absent: Jennifer Mayo, Pace Lochte
2. October 2020
 - a. Present: Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Ann Mallek, Diantha McKeel, Letitia Shelton, Gabe Silver, Nikuyah Walker, Mary Blair Zakaib
 - b. Absent: Jennifer Mayo, Pace Lochte, Jeff Richardson
3. December 2020
 - a. Present: Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Ann Mallek, Jennifer Mayo, Diantha McKeel, Jeff Richardson, Letitia Shelton, Gabe Silver, Mary Blair Zakaib
 - b. Absent: Pace Lochte, Nikuyah Walker
4. January 2021:
 - a. Present: Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Pace Lochte, Jennifer Mayo, Diantha McKeel, Letitia Shelton, Nikuyah Walker
 - b. Absent: Ann Mallek, Jeff Richardson, Gabe Silver
5. February 2021

- a. Present: Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Pace Lochte, Ann Mallek, Diantha McKeel, Gary Sandling, Gabe Silver, Nikuyah Walker
 - b. Absent: Chip Boyles, Jennifer Mayo, Jeff Richardson
6. April 2021:
 - a. Present: Chip Boyles, Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Pace Lochte, Ann Mallek, Jennifer Mayo, Diantha McKeel, Jeff Richardson, Gary Sandling, Gabe Silver, Nikuyah Walker
 - b. Absent: None
7. June 2021
 - a. Present: Chip Boyles, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Pace Lochte, Ann Mallek, Diantha McKeel, Jeff Richardson, Gary Sandling, Nikuyah Walker
 - b. Absent: Elizabeth Cromwell, Jennifer Mayo, Gabe Silver

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The Charlottesville-Albemarle Convention and Visitors' Bureau Executive Board (CACVB) was established through an Agreement made and entered into on July 1, 2004. The "Charlottesville-Albemarle Agreement for Operation of A Joint Convention And Visitors' Bureau" was authorized by adopted ordinances by both the City of Charlottesville and Albemarle County, with then-City Manager, Gary O'Connell, and then-County Executive Robert Tucker, Jr. This Agreement under Section 1 both established the CACVB and stipulated the functions charged to the CACVB.

This Agreement was reestablished and reauthorized on October 2, 2019. The Executive Board is enabled as a joint exercise of the powers vested in Albemarle County and the City of Charlottesville pursuant to Virginia Code §§15.2-940 and 15.2-1300. The purpose of the CACVB is to promote the resources and advantages of the County, the City and the region pursuant to the terms and conditions of the updated Agreement, including the marketing of tourism, as well as the marketing of initiatives that: attract travelers to the City and the County, increase lodging at properties located within the City and the County, and generate tourism revenues within the City and the County.

The CACVB is funded by a portion of the Transient Occupancy Tax generated by guests staying overnight in City and County hotels. The FY2022 budget is based on TOT collections from FY2020 and will decrease to \$1,553,129, reflecting 3 months of COVID shutdown (mid-March – June 2020).

Being a non-membership destination marketing organization, the CACVB serves the broad interests of the Greater Charlottesville community in many areas beyond lodging, including dining, retail, agribusiness, entertainment, heritage, outdoor recreation, arts, festivals, weddings and special events, and transportation.

Annually, the Virginia Tourism Corporation compiles economic impact numbers that provide relevant and quantifiable data for our region. The CACVB's efforts helped to stimulate more than \$680 million dollars of direct visitor spending in our community in 2019 (most recently available year). This economic activity sustained local businesses by supporting over 6,000 people who work for the tourism industry. Below is the combined tourism industry economic impact data for Charlottesville and Albemarle County in calendar year 2019:

- \$683 million in direct visitor spending
- 6,121 jobs supported by tourism

- \$130.1 million in jobs payroll
- \$22.9 million in local taxes collected

Mission

The mission of the CACVB is to enhance the economic prosperity of City and County by promoting, selling and marketing the City of Charlottesville and County of Albemarle as a destination, in pursuit of the meetings and tourism markets.

Value Proposition

For FY2020, the CACVB is operating on a budget of more than \$1.9 million dollars. In calendar year 2020, the Charlottesville Albemarle Convention and Visitors Bureau saw 540,000 visits and 1.2 million pageviews on its website, which was redesigned in September 2019, and placed more than 45 million advertising impressions through a robust digital marketing campaign.

While COVID-19 closed the visitor centers, the CACVB assisted more than 1,000 over the phone, 2,000 over emails, 2,800 in mailed brochures, and still assisted nearly 8,000 people outdoors and safely in person.

Vision, Values, & Equity

Vision for 2025

Albemarle County and Charlottesville will create a better quality of life for residents by being the most inclusive, diverse, welcoming, thriving destination for visitors in the Southeast.

Values

Creativity, Diversity, Unity, Resiliency, Responsibility

Equity and Inclusivity Statement

Albemarle County and Charlottesville inclusively and equitably welcome visitors, including but not limited to/irrespective of all races, ethnicities, religions, sexual orientations, gender identities, age, mental/physical disability and citizenship. The CACVB pledges to create inclusive content, share diverse local stories and provide equitable opportunities for local partners in its work.

Organizational Structure

The CACVB currently employs 9 full-time staff:

- Executive Director, Courtney Cacatian
- Director of Marketing & Public Relations, Brantley Ussery
- Marketing Manager, William Dozier
- Visitor and Community Relations Manager, Jodi Gist
- Travel Specialists - Carla Mullen and Christopher Ridder
- Sales Manager, Teresa Lamb
- Finance Administrator, Kathy O'Leary
- Office Associate, Amanda Vierrether

Strategic Plan

At the December 2019 CACVB Executive Board meeting, the Board kicked-off a research effort with SIR, a research firm based in Richmond, to determine the current state of the destination with recent and prospective visitors. The industry attended this meeting and collaborated on performing a SWOT analysis of the destination and gave feedback on the survey topics for SIR.

The results of this survey were presented at the February 2020 Board meeting. Shortly thereafter, COVID-19 derailed our tourism economy, promotional efforts and specifically the CACVB's strategic planning process. The current strategic action plan (passed by the CACVB Board in October 2020) is meant to provide interim guidance and a work-plan based on the data collected in the strategic planning process to date and given the current economic situation.

Strategic Imperatives

The CACVB strives to optimize tourism economic impact in Charlottesville and Albemarle County for the betterment of the community. Optimizing the tourism industry bolsters economic development by connecting tourism to the uplifting of people and places that are an integral part of our destination. Leveraging the momentum of improved industry and governmental alignment and participation, the CACVB promotes this destination through the strength of the entire region. In creating this transitional strategic plan, the CACVB leaned on its values to define the following strategic imperatives, which are detailed in the paragraphs below:

Resiliency

As defined by its mission, the primary function of the CACVB is to Drive Overnight Visitation, which fuels and funds the rest of the strategic imperatives.

Unity

This destination is only as strong as the partners it represents and how well those partners work together to Increase Visitor Spending as a unified place.

Diversity

Our community has a diverse range of people, places, and experiences. The CACVB helps to Develop New Visitor Opportunities (tourism product) by fostering strong partnerships with tourism-related businesses and non-profits.

Creativity

Destinations are defined by what makes them unique, and we have the opportunity and responsibility to Tell Stories that Uplift and Inspire.

Responsibility

As a governmental body, the CACVB has the responsibility to Utilize Public Funds with Transparency and Efficiency to optimize its impact.

**Budget Summary
FY21 – FY22 Comparison**

Revenue	FY '21 Budget	% of Total Budget	FY '22 Budget	% of Total Budget
Albemarle County	757,416	38.41%	606,281	39.04%
City of Charlottesville	1,212,691	61.49%	946,848	60.96%
Concert Ticket Commission	2,000	0.10%	0	0%
Total	\$1,972,107	100%	\$1,553,129	100%

Three areas comprise the operating budget for the CACVB:

Area of Expenditure	FY '21 Budget	% of Total Budget	FY '22 Budget	% of Total Budget
Administrative	157,597	7.97%	128,090	8.25%
Marketing	1,140,211	57.81%	684,630	44.08%
Visitor Services	116,889	5.91%	5,210	0.34 %
Payroll	558,410	28.31%	735,199	47.34%
Total	\$1,972,107	100%	\$1,553,129	100%

Fund Balance Total \$ 451,301.77

FY 2022 Financial Plan Summary, Administrative

The administrative functions required for the daily operation of the CACVB administrative offices and those products and services needed to conduct business are covered in this section. Albemarle County, acting as the fiscal agent for the CACVB, provides key essential services, including human resources, IT, procurement and purchasing, and legal. These expenses were decreased in anticipation of the decreased budget for FY 2022 and FY 2023 to the fullest extent.

Revenue	FY '22 Budget	% of Total Budget
Albemarle County	50,001	3.22%
City of Charlottesville	78,089	5.03%
Total Income	\$128,090	8.25%

Expenditures - Administration

Rent	27,300	1.76%
GF Admin Charges	31,063	2.00%
Education & Training	20,000	1.29%
Professional Services	10,000	0.64%
Office Supplies	6,000	0.39%
I.T. Services	8,269	0.53%
Contractual Services	6,000	0.39%
Equipment/Furniture	4,000	0.26%
Local Travel (Mileage)	2,000	0.13%
Meals (Travel)	2,000	0.13%
Software	4,000	0.26%
Insurance Liability	5,000	0.32%
Equipment Rental	2,458	0.16%
Total Expenditures	\$128,090	8.25%

FY 2022 Financial Plan Summary, Marketing

For FY2021, Marketing focused on safely welcoming visitors with a robust digital campaign in traditional drive markets like Northern Virginia/Washington, D.C., Raleigh/Durham, N.C., the Virginia Beach metro area, the Triad region of N.C., and the Baltimore metro area through search engine marketing, paid social media placements, display advertising, and programmatic TV, with additional efforts through the Virginia Travel Guide, Blue Ridge Outdoors, and Capital Region USA (Germany, France, UK and China.)

COVID-19 dramatically impacted the Marketing strategies for all destination marketing organizations, but the CACVB remained agile and adapted its strategies continuously throughout the year. Through an exceptionally strong advertising push in the fall of 2020, Charlottesville & Albemarle County lodging properties saw the highest occupancy rates in the state for the month of October. The CACVB also received additional Marketing funding through two grants with the Virginia Tourism Corporation – one in the amount of \$10,000 for a WanderLOVE campaign and one in the amount of \$25,000, as a part of the Marketing Leverage Program. Additionally, a content calendar has been created to ensure equitable, seasonal promotional coverage of various tourism assets, such as historic sites, special events, outdoor recreation and the arts. This calendar aligns with Virginia Tourism Corporation’s content calendar to maximize reach of the CACVB content. Marketing efforts are executed through:

1. Owned media (website, social media, e-newsletters, visitor guides, maps)
2. Earned media (public relations, media familiarization tours, press release distribution)
3. Paid media (advertising, local event sponsorship, media and sales missions)

The CACVB launched a recovery Marketing campaign in Spring/Summer 2021 to align with the anticipated lifting of restrictions in line with the vaccination roll-out. Marketing plans for FY2022 will leverage the success of this campaign and continue pushing it forward. Due to a significant decrease in budget, the marketing agency contract will end at the end of FY2021 and work will be sourced as needed through individual contractors and managed in-house.

A new Sales Manager position was added to the CACVB to fill hotel rooms and event venues through sales leads generated at trade shows and through additional opportunities in the determined key markets. These sales efforts seek to attract events, meetings, reunions, weddings and additional group business, especially during the need times of weekdays year-round, and weekends in the winter and late summer.

FY 2022 Financial Plan Summary, Marketing

MARKETING
Operating Financial Plan

Revenue	FY '22 Budget	% of Total Budget
Albemarle County	266,421	17.15%
City of Charlottesville	416,079	26.79%
Total Income	\$682,500	43.94%
<hr/>		
Expenditures - Marketing	FY '22 Budget	% of Total Budget
<hr/>		
Marketing		
Marketing & Advertising	557,000	35.86%
Website & SEO	50,000	3.22%
Printing	10,000	0.64%
Research	20,000	1.29%
Non-Local Travel	20,000	1.29%
Postage	13,000	0.84%
Dues	6,000	0.38%
Cell Phone Service	4,970	0.32%
Toll Free Telephone Line	1,530	0.10%
Marketing Expenditures	\$682,500	43.94%

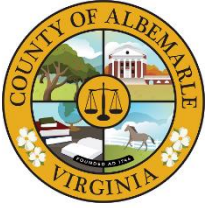
FY 2022 Financial Plan Summary, Visitor Services

The Visitors Services team welcomes visitors to our destination using our new, highly visible, Mobile Visitors Centers, which are parked throughout the City and County on a regular, advertised schedule. These two Sprinter vans were purchased through CARES Act funding provided by the City and the County to transition the Visitor Services team away from more expensive brick and mortar locations to a safer, nimbler model. This budget section covers expenses related to in-destination marketing which they fulfill by working hand-in-hand with the public and providing direct and personal travel assistance. In addition to their face-to-face interactions with local visitors, they also perform extensive behind-the-scenes administrative work to manage ordering and inventory of CACVB marketing materials and to fulfill visitor guide, travel brochure and bulk order requests.

The CACVB is a Virginia Tourism Corporation certified Visitor Information Center, and the CACVB is State-certified Virginia Green.

VISITOR SERVICES Operating Financial Plan

Revenue	FY '22 Budget	% of Total Budget
Albemarle County	81,476	5.25%
City of Charlottesville	127,244	8.19%
Total Income	\$208,720	13.44%
Expenditures	FY '22 Budget	% of Total Budget
Visitor Services		
Salaries Portioned to Visitor Services	201,380	12.96%
Van - Fuel	3,210	0.21%
Van - Repairs	2,000	0.13%
Cell Phone & Wi-Fi	2,130	0.14%
Visitor Services Expenditure	\$208,720	13.44%



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Citizens Transportation Advisory Committee

Committee Members:

Tristan Fessell (Albemarle)
 Martin Meth (Albemarle)
 Tim Keller (Albemarle)/Daniel Bailey
 Lee Kondor (Albemarle)
 Nicolas Garber (Albemarle)
 Joseph French (Charlottesville)
 Lucas Beane (Charlottesville)
 Gary Heaton (Charlottesville)
 Ray Heron (Charlottesville)
 Patrick Healy (Charlottesville)
 Stuart Gardner (MPO)
 Donna Chen (MPO)
 Travis Pietila (MPO)

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Bi-monthly

Meeting Attendance:

List each committee members attendance at each meeting.

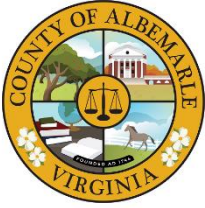
	7/15/20	9/16/2020	11/18/2020	1/20/2021	3/17/2021	5/19/2021
Fessell	x	x		x	x	x
Meth	x		x	x	x	x
Keller	x	x	x			
Bailey				x	x	x
Kondor		x		x	x	x
Garber			x	x	x	x
French	x	x	x	x	x	
Beane	x	x	x	x	x	x
Heaton		x				
Heron	x	x	x	x	x	x

Healy			X	X	X	X
Gardner	X	X		X	X	X
Chen	X	X		X	X	X
Pietila	X	X	X	X	X	X

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

- Provided citizen input on:
 - SMART SCALE application selection process for MPO
 - SMART SCALE project development
 - Public Participation Plan
 - Title VI Plan
 - Development of MPO Primers
 - Establishment of MPO area performance targets



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:
Community Policy and Management Team (CPMT)

Committee Members:

Mary Stebbins (Phyllis Savides through 6/2021) – Department of Social Services
Neta Davis – Region Ten Community Services Board
Martha Carroll – 16th District Court Service Unit,
Lori Allshouse – Albemarle County Local Government
Kevin Kirst (Suzanne Fladd through 6/2021) – Albemarle County Public Schools
Erin Callas – Charlottesville/Albemarle Health Department
Tarn Singh – Albemarle County Private Provider Representative
Michelle Busby – Albemarle County Parent Representative
Christa Galleo (Jenny Jones through 1/2021) – Program Sub-committee Chair

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Third Wednesday of the month from 3:30-5pm
8 meetings in the past year (July 2020-June 2021)

Meeting Attendance:

List each committee members attendance at each meeting.

Scheduled Meeting	Attended for County	Absent for County
July 2020	Meeting Cancelled	
August 2020	Martha Carroll, Phyllis Savides, Erin Callas, Suzanne Fladd, Tarn Singh, Lori Allshouse, Jenny Jones	Neta Davis, Michelle Busby
Sept 2020	Phyllis Savides, Crystal Lantz, Erin Callas, Martha Carroll, Lori Allshouse, Jenny Jones	Tarn Singh, Michelle Busby, Suzanne Fladd
October 2020	Erin Callas, Suzanne Fladd, Martha Carroll, Lori Allshouse, Phyllis Savides, Jenny Jones	Lori Allshouse, Tarn Singh, Neta Davis
Nov 2020	Meeting Cancelled	

Dec 2020	Meeting Cancelled	
Jan 2021	Suzanne Fladd, Mary Stebbins, Michelle Busby, Neta Davis, Tarn Singh, Martha Carroll	Lori Allshouse, Erin Callas
February 2021	Phyllis Savides, Martha Carroll, Neta Davis, Michelle Busby, Lori Allshouse, Christa Galleo	Tarn Singh, Suzanne Fladd, Erin Callas
March 2021	Suzanne Fladd, Phyllis Savides, Martha Carroll, Ellen Krag, Christa Galleo	Erin Callas, Tarn Singh, Michelle Busby, Neta Davis
April 2021	Suzanne Fladd, Phyllis Savides, Lori Allshouse, Neta Davis, Michelle Busby, Martha Carroll, Christa Galleo	Erin Callas, Tarn Singh
May 2021 RETREAT	Suzanne Fladd, Martha Carroll, Neta Davis, Phyllis Savides, Lori Allshouse, Christa Galleo	Tarn Singh, Michelle Busby, Erin Callas
June 2021	Meeting Cancelled	

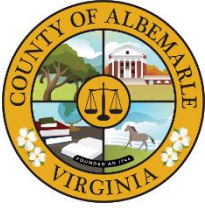
Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The Albemarle CPMT has continued to meet jointly with the Charlottesville CPMT. In the past year, CPMT has continued to have strong attendance and provision of services even through a virtual platform. CPMT recognizes the importance of using available data and is working on how to best utilize that information. CPMT, through the use of its Program Sub-committee, has implemented a Provider Satisfaction Survey for families who utilize CSA funded services and incorporated cultural awareness as a part of that survey. Program Sub-committee is also currently working on conducting utilization review of mentoring, which is a highly used service purchased with CSA funds. Several members of the CPMT and Program Sub-committee participated on the Evidence Based Practices team for a state training in order to stay up-to-date on eligible services and how to best implement this within our community.

Challenges have included the impact of the pandemic on provider availability to serve CSA clients, which have included significant wait lists and a reduction in the number of available providers. Additionally, CPMT's Program Sub-committee has identified the following as service gaps in our community:

- *Crisis Intervention/Stabilization*
- *Acute Psychiatric Hospitalization*
- *Substance Abuse Treatment for Adolescents*
- *Transportation*
- *Affordable Housing*



Crozet Community Advisory Committee Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Crozet Community Advisory Committee

Committee Members:

Alice (Allie) Pesch, Chair
Kostas J. Alibertis
Douglas Bates
Shawn Bird
Brian A. Day
Joe Fore
Saundra Hausman
Timothy Kunkel
Valerie W Long
Ann Mallek, Board of Supervisors Liaison
Marc W. McKenney
David Mitchell
Michael S. Monaco
Jennie More, Planning Commission Liaison
Joshua W. Rector
Matthew B. Slaats
Katya Spicuza

Meeting Frequency:

Meetings are held second Wednesday monthly at 7:00 pm. Occasional months have an additional meeting. There were 13 meetings during the reporting period.

Meeting Attendance:

Meeting Date	CAC Members in attendance
July 9, 2020	No meeting
August 12, 2020	Tim Loach; Allie Pesch; Josh Rector; Mike Kunkel; Kostas Alibertis; Doug Bates; Matthew Slaats; Brian Day; Saundra Hausman; Shawn Bird; Joe Fore; Ann Mallek; Jennie More; Valerie Long; David Mitchell
September 9, 2020	No Minutes

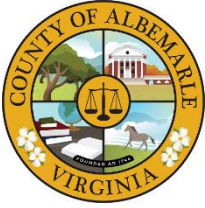
September 23, 2020	Allie Pesch; Shawn Bird; Joe Fore; Doug Bates; Brian Day; Ann Mallek; Jennie More; Valerie Long; Tom Loach; Kostas Alibertis; Sandy Hausman
October 14, 2020	Allie Pesch; Shawn Bird; Joe Fore; Doug Bates; Brian Day; David Mitchell; Ann Mallek; Mike Kunkel; Jennie More; Valerie Long; Tom Loach; Kostas Alibertis; Sandy Hausman; Matthew Slaats
November 12, 2020	Allie Pesch; Shawn Bird; Joe Fore; Doug Bates; Brian Day; David Mitchell; Ann Mallek; Mike Kunkel; Jennie More; Valerie Long; Tom Loach; Kostas Alibertis; Sandy Hausman
December 9, 2020	Allie Pesch; Brian Day; Valerie Long; Doug Bates; Joe Fore; Josh Rector; Kostas Alibertis; Sandy Hausman; Ann Mallek; Tom Loach; Mike Kunkel
January 27, 2021	Allie Pesch; Shawn Bird; Joe Fore; Doug Bates; Jennie More; Valerie Long; Tom Loach; Brian Day; Ann Mallek; Joshua Rector; Sandy Hausman; Kostas Alibertis; Mike Kunkel
February 10, 2021	Allie Pesch; Shawn Bird; Kostas Alibertis; Joshua Rector; Mike Kunkel; Doug Bates; Shawn Bird; Joe Fore; Brian Day; Tom Loach; Jennie More; Ann Mallek; Sandy Hausman
March 10, 2021	Allie Pesch; Josh Rector; Valerie Long; Doug Bates; Sandy Hausman; Tom Loach; Brian Day; David Mitchell; Joe Fore; Matthew Slaats; Kostas Alibertis; Mike Kunkle; Shawn Bird; Ann Mallek; Jennie More
April 14, 2021	Allie Pesch; Joe Fore; Valerie Long; Michael Monaco; Kostas Alibertis; Matthew Slaats; Joshua Rector; Shawn Bird; Doug Bates; Brian Day; Sandra Hausman; Jennie More; Ann Mallek
May 12, 2021	Allie Pesch; Joe Fore; Valeria Long; Michael Monaco; Mark McKenney; Mike Kunkle; Kostas Alibertis; Joshua Rector; Shawn Bird; Doug Bates; Brian Day; Sandra Hausman; Jennie More; Ann Mallek
June 9, 2021	Alie Pesch; Joe Fore; Valerie Long; Michael Monaco; Mark McKenney; Matthew Slaats; Kostas Alibertis; Doug Bates; David Mitchell; Sandra Hausman; Mike Kunkel; Ann Mallek

Summary:

A summary of the CAC's activity is provided in the table below.

Meeting Date	Development Review Community Meeting	Other Topics
7/9/2020		Crozet Master Plan
8/12/2020	ZMA2020-05 Old Dominion Village	Crozet Master Plan
9/9/2020	SP2020-00015 Animal Wellness Center	2020 election procedures
9/23/2020	SP2020-00016 Claudius Crozet Park	RWSA presentation Crozet Master Plan
10/14/2020		Crozet Master Plan
11/12/2020		Crozet Master Plan
12/9/2020		Crozet Master Plan
1/27/2021		Crozet Master Plan
2/10/2021		Crozet Master Plan

3/10/2021		CAC officer elections Crozet Master Plan
4/14/2021		Crozet Master Plan
5/12/2021		Crozet Master Plan
5/25/2021		Crozet Master Plan
6/9/2021		Crozet Master Plan



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Darden Towe Park Committee

Committee Members:

Bea LaPisto-Kirtley, Board of Supervisors
Ned Gallaway, Board of Supervisors
Bob Crickenberger, Director Parks & Recreation

Heather Hill, City Council
Lloyd Snook, City Council
Todd Brown, Director Parks & Recreation

Meeting Frequency:

Once in past year, July 1, 2020 – June 30, 2021

Meeting Attendance: Wednesday, April 28, 2021

Albemarle County
Bea LaPisto-Kirtley, Board of Supervisors
Ned Gallaway, Board of Supervisors
Bob Crickenberger, Director Parks & Recreation
Amy Smith, Assistant Director Parks & Recreation

City of Charlottesville
Heather Hill, City Council
Lloyd Snook, City Council
Todd Brown, Director Parks & Recreation
Vic Garber, Assistant Director Parks & Recreation

Summary:

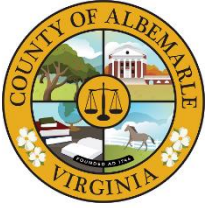
The following are action items taken and approved by the committee on April 28, 2021

1. The Committee voted unanimously to move forward with converting two existing tennis courts into six dedicated pickleball courts, which will be paid for by the CVPC. Approximate cost to repaint courts/with lines is \$10,000 and approximate cost for 6 pickleball net systems is \$10,000.

2. CVPC is responsible for all financial obligations and the project cannot begin until CVPC has full project funding in place.
3. Develop a MOU with City/County and CVPC.
4. Albemarle County (Albemarle Parks and Recreation) will provide project management throughout.
5. Another focus of discussion was the Save the Monarch Butterfly Milkweed planting project which plantings will be located at various locations within the park and to be identified as Natural Habitat Protected areas.

***More details are included in the attached three documents which include:**

- Committee Minutes
- Committee Presentation/Slides
- Central Virginia Pickleball Club (CVPC) proposal.



Economic Development Authority Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:
Economic Development Authority of Albemarle County

Committee Members:

Donald D. Long, Chair
George Ray, Vice Chair
David Shreve, Secretary/Treasurer
Katherine Imhoff
Stuart Munson
Stephen McNaughton

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

The EDA had 14 meetings:

July 21, 2020 at 4:00 PM
August 18, 2020 at 4:00 PM
September 29, 2020 at 4:00 PM
October 20, 2020 at 4:00 PM
November 17, 2020 at 4:00 PM
November 20, 2020 at 10:30 AM
December 15, 2020 at 4:00 PM
January 19, 2021 at 4:00 PM
February 16, 2021 at 4:00 PM
March 16, 2021 at 4:00 PM
April 18, 2021 at 4:00 PM
May 18, 2021 at 4:00 PM
June 15, 2021 at 4:00 PM
June 30, 2021 at 10:00 AM

Meeting Attendance:

List each committee members attendance at each meeting.

July 21, 2020 at 4:00 PM

Members Present: Atkinson, Gentry, Long, Mellen, Munson, Ray, Shreve
Members Absent: None

August 18, 2020 at 4:00 PM

Members Present: Long, Munson, Ray, Shreve
Members Absent: None

September 29, 2020 at 4:00 PM
Members Present: Imhoff, Long, Munson, Ray, Shreve
Members Absent: None

October 20, 2020 at 4:00 PM
Members Present: Imhoff, Long, McNaughton, Munson, Ray, Shreve
Members Absent: None

November 17, 2020 at 4:00 PM
Members Present: Long, McNaughton, Munson, Ray, Shreve
Members Absent: Imhoff

November 20, 2020 at 10:30 AM
Members Present: Long, Munson, Ray, Shreve
Members Absent: Imhoff, McNaughton

December 15, 2020 at 4:00 PM
Members Present: Imhoff, Long, McNaughton, Munson, Ray, Shreve
Members Absent: None

January 19, 2021 at 4:00 PM
Members Present: Imhoff, Long, McNaughton, Munson, Ray, Shreve
Members Absent: None

February 16, 2021 at 4:00 PM
Members Present: Imhoff, Long, Munson, Ray, Shreve
Members Absent: McNaughton

March 16, 2021 at 4:00 PM
Members Present: Imhoff, Long, McNaughton, Munson, Ray, Shreve
Members Absent: None

April 18, 2021 at 4:00 PM
Members Present: Imhoff, Long, McNaughton, Munson, Ray, Shreve
Members Absent: None

May 18, 2021 at 4:00 PM
Members Present: Imhoff, Long, McNaughton, Munson, Ray
Members Absent: Shreve

June 15, 2021 at 4:00 PM
Members Present: Imhoff, Long, McNaughton, Munson, Ray, Shreve
Members Absent: None

June 30, 2021 at 10:00 AM
Members Present: Imhoff, Long, McNaughton, Munson, Ray, Shreve
Members Absent: None

Summary:

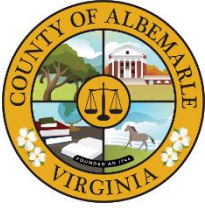
Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

Accomplishments:

- Reorganization of the EDA Board to include new officers and two new Directors.
- Amended Bylaws in November to accept public comment at the December meeting and each meeting thereafter.
- Awarded a \$10,000 Virginia Jobs Investment Program match to Afton Scientific to help retain this growing company in the County.
- Supported Albemarle County's Debt Refinancing of its 2011 and 2015 debt, saving the County \$2.0 million over the remaining life of those debt issues.
- Contributed \$35,000 to CvilleBioHub in unification with City, that leveraged a matching GO Virginia grant in the amount of \$400,000.
- Contributed \$25,000 to the Central Virginia Small Business Development Center, this allowed them to receive a GO Virginia Grant in the amount of \$66,000.
- Contributed \$25,000 to the Community Investment Collaborative to expand business support of marginalized start-up businesses.
- Continued to support Habitat for Humanity's Southwood redevelopment project.
- Continued to support the Brookdale affordable housing development project.
- Continued to support the Albemarle Broadband Authority by agreeing to process incentive payments for fiber installation in underserved areas of the County.

Challenges:

- Need to fill vacant director position for White Hall District.
- No significant and sustainable independent revenue stream to fund activities.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Board of Equalization

The Board of Equalization (BOE) operates on a Tax Year schedule, which overlaps the Fiscal years. The BOE's initial organizational meeting takes place typically in May or June and hearings start in June or July and sometimes run through the end of August. All reassessment appeals must be resolved by September 1st. The information below will indicate the tax year when needed.

Committee Members:

Anthony Arsali (2020, 2021)
Bill Cromwell (2020, 2021)
David Ferrall (2020, 2021)
Karen Pape (2020, 2021)
David Van Roijen (2020, 2021)
Waki Wynn (2021)

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

The BOE met four times in CY2020 and two times in CY2021 prior to July 1st during FY21. The following is the list of meetings.

July 1, 2020 (CY2020 Organizational Meeting)
July 16, 2020 (Hearings)
July 21, 2020 (Hearings)
July 28, 2020 (Hearings)
June 1, 2021 (CY2021 Organizational Meeting)
June 29, 2021 (Hearings)

* The remaining CY2021 meetings fall in FY22.

Meeting Attendance:

List each committee member's attendance at each meeting.

	7/1/20	7/16/20	7/21/20	7/28/20	6/1/21	6/29/21
--	--------	---------	---------	---------	--------	---------

Anthony Arsali	Present	Present	Present	Present	Present	Present
Bill Cromwell	Present	Present	Absent	Present	Present	Present
David Ferrall	Present	Present	Present	Present	Present	Present
Karen Pape	Present	Present	Present	Present	Present	Present
David Van Roijen	Present	Present	Present	Present	Present	Present
Waki Wynn	N/A	N/A	N/A	N/A	Present	Present

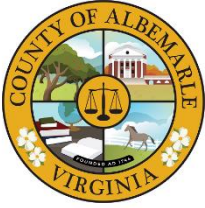
There was no Board member appointed from the Rio District in CY20. Mr. Wynn was appointed for the CY21 Board.

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The CY20 hearing schedule was the lightest level in years with 9 total hearings. This was the initial year Covid-19 affected operations, forcing the hearings to be remote for the first time. The BOE members and the assessor's office were able to overcome the technological challenges to conduct the hearings appropriately. The remote nature created challenges with meeting tempo, overspeaking and presentation issues.

The only CY21 meetings included in this report were the organizational meeting and the first hearing date. This was the beginning of a much busier schedule with 25 total hearings for the calendar year. The meetings were again conducted remotely.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name: Local Emergency Planning Committee

Committee Members: The committee is made up of regional partners such as local government departments, private companies, utilities, non-profits, and citizens.

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

We meet Quarterly.

Meeting Attendance:

List each committee members attendance at each meeting.

First	Last
Andrew	Baxter
Tom	Berry
James	Brown
Chris	Bruce
Craig	Butler
Kristin	Carter
Viviana	Cristian
Paul	Critzer
Karen	Davis
Brian	Del Vecchio
John	DeSilva
Allison	Farole
Victoria	Fort
Curt	Geeson
Joe	Hood
Frank	Jargowsky

Diane	Kuknyo
Howard	Lagomarsino
Ilan	Levine
Andy	Lowe
Mike	Lynn
Shawn	Maddox
Gene	McClurken
Jessica	Salah
Mike	McPherson
Beth	Mehring
Bob	Mitchell
Sue	Moffett
Greg	Nelsen
Paw	Nielson
Emily	Pelliccia
Mike	Peoples
Adam	Peters
John	Porter
Chris	Rini
Tiffany	Rock
Rick	Scoppa
Barbara	Smith
Lucy Carter	Smith
Brandan	Smoot
Gene	Stewart
Jennifer	Stieffenhofer
Miller	Stoddard
Maribel	Street
Rob	Truoccolo
Anthony	Turner
Linda	Uihlein
Kevin	Wasilewski
Jennifer	Welcher
Jess	Wenger
Jennifer	Whitaker
Danny	Housier
Kim	McManus

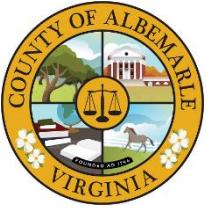
Carl	Murray
Mike	Rogers
Nat	Sellers

Attendance varies.

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

At each meeting we update our partners on Regional Emergency Management projects, grants, and events. We go around the room and get updates from our regional partners. We also review the regional Tier II reports and ensure hazmat policies are being upheld in the region.



Historic Preservation Committee Annual Report 2020-2021

Board, Commission, Agency, Authority, or Committee Name:

Historic Preservation Committee (HPC)

Committee Members:

See "Meeting Attendance" below.

Meeting Frequency:

HPC meetings are held the fourth Monday of each month beginning at 4:30 pm. There were 11 meetings (1 meeting cancelled) during the reporting period.

Meeting Attendance:

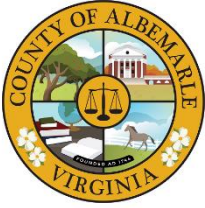
Meeting Date	HPC Members' Attendance														
	Jared Loewenstein	Ross Stevens	Liz Russell	Diane Brown Townes	Nancy Takahashi	Ed Lay	Betsy Baten	Craig Jacobs	Carter Montague	Myra Anderson	Peter Daniel	Pete Cypret	Daniel Gidick	Jennie More (PC)	Ann Mallek (BOS)
07/27/2020	P	P	P	P	P	P	P	A	A					P	A
08/24/2020	P	P	P	P	P	P	P	A	P					A	P
09/28/2020	P	P	P	P	P	A	P	A	P					P	A
10/26/2020	P	P	P	P	P	P	P	A	A					P	A
11/23/2020	P	P	P	P	P	P	P	A	A					A	A
12/28/2020	MEETING CANCELLED														
01/25/2021	P	P	P	P	P	P	P	P	P	A				P	P
02/22/2021	P	P	P	P	P	P	P	P	P	A				A	P
03/22/2021	P	P	P	P	P	P	P	P	P					A	A
04/26/2021	P	P	P	P	P	P	A	A	A		P			A	P
05/24/2021	P	P	P	P	P	P	P	A	P		A			A	P
06/28/2021	P	P	P	P	P	P	P	A	P		P	P	P	A	P

P = Present; A = Absent; Gray Fill = Not a member at the time of meeting.

Summary:

A summary of the HPC's projects and discussion topics is provided in the table below. The primary project during the review period was ongoing discussion about local historic markers and establishing a Local Historic Marker program.

Meeting Date	Board Activity
	Topics/Projects Discussed
07/27/2020	<ul style="list-style-type: none">List of topics and draft criteria for potential local historic markers.Protocols for Fire Department burn permits and HPC documentation before demolition (demo).
08/24/2020	<ul style="list-style-type: none">General update on County historic markers with Union Run Baptist Church selected as Committee's first marker project.Demo permits of note.
09/28/2020	<ul style="list-style-type: none">Crozet Master Plan update.General update on potential County historic markers and marker text for Virginia Lee Murray.
10/26/2020	<ul style="list-style-type: none">Urban Rivanna River Corridor Plan presentation and feedback from HPC.General update on County historic markers with Virginia Lee Murray marker text submitted to Department of Historic Resources (DHR) for review and Union Run Baptist Church marker text potentially submitted as Committee's second historic marker to DHR.Crozet Overlay (intent, implications for historic resources, etc.).
11/23/2020	<ul style="list-style-type: none">Conservation Easements presentation and questions/feedback from HPC.Purvis Store, Esmont County resident seeking information on stabilization/rehabilitating assistance.Establishing a Local Historic Marker Program for County.
12/28/2020	MEETING CANCELLED
01/25/2021	<ul style="list-style-type: none">Information Item SP2020-12 Scruby Property Verizon Wireless.General update on County historic markers with Subcommittee to make recommendations of remaining 3 local markers to meet goal of BOS.
02/22/2021	<ul style="list-style-type: none">HPC role in cell tower placement.General update on County historic markers with Carr-Greer farmhouse selected as potential local historic marker and Glendower School proposed by Historical Society.Revamping process of real estate letters to owners of historic properties.
03/22/2021	<ul style="list-style-type: none">General update on County historic markers project with presentation on possible resources, additional topics/community nominated ideas.
04/26/2021	<ul style="list-style-type: none">Reviewing HPC website for potential corrections/updates.General update on County historic markers project with discussion on aspects of establishing a Local Historic Marker Program.
05/24/2021	<ul style="list-style-type: none">General update on County historic markers project with update on Union Run Baptist Church marker text and approval of text.Potential threaten property: Dunlora.Demo permits of note.
06/28/2021	<ul style="list-style-type: none">Presentation on Scottsville's Black History in relation to potential local historic markers.General update on County historic markers project with updates on Virginia Lee Murray marker location, River View Farm marker text/location, Glendower School marker text, and Union Run Baptist Church marker text submittal to DHR status.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Albemarle-Charlottesville Regional Jail Authority Board

Committee Members:

Diantha McKeel
Doug Walker
Sheriff Chan Bryant
Cyndra Van Clief – Citizen Representative
Jay James – Joint Citizen Representative

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

July 9, 2020 – 12:30 pm
September 10, 2020 – 12:30 pm
November 12, 2020 – 12:30 pm
January 14, 2021 – 12:30 pm
March 11, 2021 – 12:30 pm
May 13, 2021 – 12:30 pm
June 17, 2021 – Work Session – 12:00 pm

Meeting Attendance:

List each committee member's attendance at each meeting.

Diantha McKeel – Present for all meetings
Doug Walker – Present for all meetings
Sheriff Chan Bryant – Absent 5/13/21 – Present for all other meetings
Cyndra Van Clief – Present for all meetings
Jay James – Present for all meetings

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

March 11, 2021 – The board approved an 8.2% salary increase for all security staff members and a 2% increase for all non-security staff to take effect July 1, 2021.

June 17, 2021 – The board approved the jail to proceed with the planning study, needs assessment and community engagement for the renovation of the jail, working with the superintendent to determine contract language to be considered for final execution.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

James River ASAP Policy Board
Personnel Committee member

Committee Members:

See attached

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Quarterly meetings typically March, June, September and December

Meeting Attendance:

List each committee members attendance at each meeting.

Attached minutes – need to type up minutes from March meeting.

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

James River ASAP completed 3-year certification and passed. Financial audit completed in August 2020 and no deficiencies found. COVID cancelled many events in 2020 including Law Enforcement Ceremony and National Night Out.

James River Alcohol Safety Action Program
Policy Board Meeting
April 23, 2020
@James River ASAP, Classroom #2 and via Zoom

Policy Board Attendance: (in person) James Hall, Maj. Ronnie Roberts, Clarence Roberts, Jeff Haislip; (via Zoom) Chief Ron Lantz, Cooper Vaughan, Sheriff Steve Smith, (Archer Maness attempted but name unknown so not accepted) and Cindy Sheffield

Consent Agenda

Chairman James Hall called the meeting to order at 6:03pm.

- A. Board Minutes from September 12, 2019, December 12, 2019, and March 19, 2020 – motion to approve made by Maj. Roberts with a second by Sheriff Smith. Abstaining from vote: Jeff Haislip. Approved.
- B. Financial Report for period ending February 2020 – motion to approve made by Chief Lantz with a second by Sheriff Smith. Approved.

New Business

December 12, 2019 – Commission on VASAP meeting. Chris Morris updated on ignition interlock and the changes to the regulations which now include the language regarding extending interlock requirement if there is a positive reading not followed by a re-test (.000) . The vendors must also notify the Commission if there are lawsuits pending in any State and judges may order the GPS feature be activated on the units. The Advisory Board gave an update and recommendation following their review of the ASAP fee. No recommendation was made for a fee increase at this time and four recommendations were listed: 1) require 10% from clients at enrollment; 2) revisit the increase of the fee in 2 years; 3) monitor ASAP reserve funds; and 4) review all ancillary programs that ASAP offices are utilizing. The Hites' filed petition #296 indicating ASAPs should not be allowed to extend interlock six months. The petition was heard and denied.

December 31, 2019 – Last day for the “old Inferno” cases. Inferno was shut down and the new system, Engenuity or EMS, is the client database for all offices. There are a couple of offices that have been granted permission to use Inferno for special programs that are not VASAP related.

January 29, 2020 – VRSA meeting (VRSA is our insurance company). It was a networking meeting that had VOSHA and OSHA block of training. It was held at City Space and lasted just a few hours.

March 2, 2020 – Jail Program Meeting led by Renee Vance with Olivia Hart and Region Ten’s Charlottesville manager, Jennifer Myers. The goal was to find a solution for the treatment component for folks needing the ASAP completion but in order to satisfy ASAP requirements a treatment assessment and/or treatment is required. No solution was reached but we agreed to keep brainstorming.

March 13, 2020 – Engenuity training. This was requested by our office and Rosario Carrasquillo with the Commission is the designated trainer of Engenuity. The office closed for the morning and was done remotely. With upcoming certification this was beneficial.

COVID and Finances – the virus has negatively impacted our office. Not only are we not receiving new referrals from the court since the courts are not hearing any cases, but our clients are losing their jobs and paying their ASAP fee is a low priority. A solution was to apply for the Payment Protection Loan, which was submitted on the first day it opened. Sadly, all the money allocated was spent in just a few days. More money was approved in the CARES Act and at the time of the Board meeting, we had not heard if we were approved so there was a motion by Maj. Roberts to move \$30,000 out of the reserves. Chief Lantz requested a friendly amendment to the amount and that it be \$35,000, which was accepted by Maj. Roberts. Sheriff Smith seconded that motion and it was approved to move \$35,000 from reserves to cover payroll.

Moving Locations – A list of 4 quotes was presented to the Board and there was a motion to approve AllMySons Movers who came in with the lowest quote at \$2107.50, but were also the only company to actually come and do an on-site visit to provide the quote. Motion to approve AllMySons Movers made by Chief Lantz and seconded by Sheriff Smith.

FY21 Budget – the budget for FY21 is one of the most “bare bones” budgets so far. With the unpredictability of future arrests as the world is shut down due to the COVID-19 pandemic, the funds for two case managers cannot be afforded at the present time. Not only will there be a very low number of new referrals, I predict another two to three-month period where there are no referrals to the program since there have been so few DUI arrests in the last several months. The FY21 budget has an elimination of a full-time case manager position but the implementation of a part-time intake officer position. A 1% raise was implemented but shall begin in January 2021. If referrals increase and it is apparent, we need a second case manager then we can discuss new hires at a later time. A motion to approve the FY21 budget was made by Maj. Roberts with a second by Clarence Roberts. Budget approved.

Committees - with so few members in attendance this item will be discussed when we have more folks present who may be recommended for a position on a committee.

New Member – James Hingeley – Motion to accept Mr. Hingeley to the Board made by Maj. Roberts with a second by Chief Lantz. All in favor. Approved.

Old Business

None.

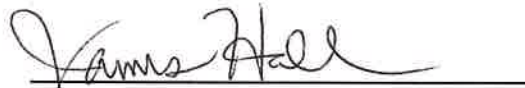
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Motion to adjourn by Clarence Roberts and seconded by Maj. Roberts. Meeting adjourned a 6:48pm.

Submitted by:



Cindy Sheffield
Executive Director



James Hall
Chairman, Policy Board

James River Alcohol Safety Action Program
Policy Board Meeting
September 17, 2020
@James River ASAP Classroom and via Zoom

Policy Board Attendance: (in person) James Hall, Maj. Ronnie Roberts, Clarence Roberts, Sheriff Steve Smith; (via Zoom) Jeff Haislip, Maj. Greg Jenkins, Cooper Vaughan, Archer Maness, Jim Hingeley, and Cindy Sheffield

Consent Agenda

Chairman James Hall called the meeting to order at 6:03pm.

- A. Board Minutes from April 23, 2020 – motion to approve made by Clarence Roberts with a second by Maj. Ronnie Roberts. Approved.
- B. Financial Report for period ending June 2020 and July 2020 – motion to approve made by Ronnie Roberts with a second by Archer Maness. Approved.

New Business

June 5, 2020 – Commission on VASAP meeting.

Delegate Michael P. Mullin was recognized for his dedicated service and commitment to the Commission on VASAP.

Chris Morris provided an update on remote alcohol monitoring device regulations that VASAP was required to develop by July 1, 2021 as a result of Senate Bill 439 by the Virginia General Assembly. The remote devices will only apply in certain DUI cases when the offender is convicted of second or subsequent DUI, or the blood alcohol concentration at the time of arrest was .15 or above. Offenders can opt to submit to a remote alcohol monitoring device in exchange for having no driving restrictions other than installation of an ignition interlock device. The regulations will be posted soon.

Normally budgets would be reviewed and submitted for approval. Due to the challenges created by COVID-19 pandemic, it was recommended that the budgets only be approved for 90 days with a freeze in hiring and no raises or bonuses to occur. Twelve ASAP offices received Paycheck Protection Loans totaling \$509,000. It is expected that there will be a rebound in revenue once courts and DMV resume normal operations. The Commission has also taken a financial hit and should a program require deficit funding they will provide up to \$10,000. The budgets will be reviewed at the September Commission meeting.

Alcolock did not renew their contract with the Commission on ASAP and will no longer be servicing clients in Virginia as of June 30, 2020. The decision to leave was solely financial and should they request to return the Commission reported that they would be welcomed back.

ASAP offices were commended by Executive Director Coleman for their hard work, dedication and flexibility to adapt quickly.

The VASAPDA report noted the meeting focused on office functions and procedures for moving forward when courts re-open.

Cynthia Hites spoke on Petition #300 recommending that the language in the Virginia Administrative Code 24VAC35-60-79, F(3) be modified to read, "The ignition interlock device shall be alcohol specific, using technology that reacts to and measures ethanol, eliminating positive results from other substances." Richard Foy with the Commission spoke to this and stated this had been addressed previously in Petitions #272 and #282, submitted by David Hites and Petitions #267, #278, and #291 submitted by Cynthia Hites. It was recommended that no action be taken. It was voted and approved that no action be taken.

Page 3

MADD Meeting – July 29, 2020. I met with the new Regional Director for MADD via Zoom. She needed an idea of how the MADD awards were handled by each area. I explained how Valley ASAP and James River ASAP conducted our ceremony.

Audit – conducted August 6, 2020. From initial review everything seemed in order.

COV Meeting – September 11, 2020. This was Sheriff Wade's final meeting. He has been a wonderful leader and it was bittersweet saying goodbye. Senator Stuart was nominated and voted in the new Chair and John Saunders was nominated and voted in the New Vice Chair for the Commission on VASAP.

Local budget approval was moved to the December meeting so more financial information can be gathered. Hiring freeze and no raises or bonuses still in effect. The programs that obtained the Payment Protection loan were again commended.

Webinars are being sent to local ASAP programs to review and they will track which employees are watching them. The first one is regarding upcoming certification.

The ASAP curriculum has been re-vamped and more information coming.

The PMG Strategic Planning will present on their findings and make a recommendation for future operations of VASAP at the December meeting.

Review of Petition #318 – Cynthia Hite addressed the warning indicators on the current devices. She would like different colored lights on the units so an individual knows if they were .000. Currently, if a BAC is registered over .020 a red light and “fail” message is displayed. If someone then passes the re-test the light goes green. However, if that person passed with a .019 reading the report will note the BAC reading and an individual may never know if they were still positive and to keep re-testing. Ms. Hites feels an individual should know if the unit still detected alcohol. The motion was denied.

Law Enforcement Ceremony – this was to be an all-day event on Facebook Live. The initial report was that the photos of officers and their supervisors will be looped throughout the day.

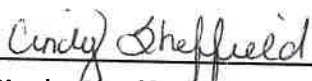
Committees - with so few members in attendance this item will be discussed when we have more folks present who may be recommended for a position on a committee.

Old Business

None.

Motion to adjourn by Sheriff Steve Smith and seconded by Archer Maness.
Meeting adjourned a 6:25pm.

Submitted by:



Cindy Sheffield
Executive Director



James Hall
Chairman, Policy Board

James River Alcohol Safety Action Program
Policy Board Meeting/MADD Ceremony
September 12, 2019
@ Michie Tavern

Policy Board Attendance: James Hall, Ronnie Roberts, Sheriff Ashland Fortune, Chief Ron Lantz, Sheriff Steve Smith, Judge Worrell, Archer Maness, Cooper Vaughan, and Cindy Sheffield

Consent Agenda

Chairman James Hall called the meeting to order at 6:01pm.

- A. Board Minutes from July 18, 2019 – motion to approve made by Chief Lantz with a second by Sheriff Fortune. Approved.
- B. Financial Report for period ending June 2019 – motion to approve made by Ronnie Roberts with a second by Sheriff Smith. Approved.

New Business

July 26, 2019 – VASAPDA meeting at our office. Charlene Motley from the Commission on VASAP gave her report and thanked everyone for their work with the new system, Enginuity. She updated everyone on the Fee Committee and reported that there will most likely not be a recommendation to increase the VASAP fee. VASAPDA will be planning a training on subpoena duces tecum processes since Oscar Brinson has retired from the Commission and there is no one assisting with this process now.

August 6, 2019 – National Night Out. I was to attend in Greene County but our air conditioning unit was replaced and I needed to be in the building to let workers do repairs.

August 18, 2019 – August 19, 2019 – Annual Conference. Once again, the main topics were our day-to-day operations and focused heavily on the new system and functions. Valley ASAP Director, Miles Bobbitt, and I presented on the new Habitual Offender/License Restoration guidelines and answered questions.

August 27, 2019 – met at the Albemarle-Charlottesville Regional Jail with Olivia Hart to discuss running ASAP classes and the Intervention Interview in the jail. She was extremely interested and one of my facilitators, Anne Fitzgerald, was willing to do this and filled out the volunteer paperwork and scheduled for the next available training.

August 28 – 29, 2019 – Financial Audit. It has been a new company these last two years and much of the information needed is uploaded into a portal so that on-site visits are not as long. Two days were blocked off but the auditor was able to review all records in one day and then emailed the following day any questions she had or requested information she may have missed. Early report was that everything appeared in order.

A topic for our next meeting will be on the funds for the MADD event. Costs have gone up tremendously and grant funding, according to Mr. Korschak, does not allow money to be used for meals, so the event at Michie Tavern is getting expensive. We may need to discuss options and I've suggested a few places for 2021.

Old Business

Senior Case Manager Title for Merie Ragland. Motion to approve by Sheriff Smith and a second by Ronnie Roberts. Approved title change.

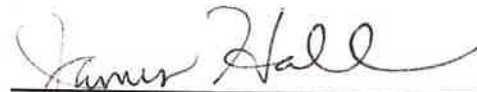
Page 3

Motion to adjourn by Ronnie Roberts and seconded by Sheriff Fortune. Meeting adjourned a 6:16pm.

Submitted by:



Cindy Sheffield
Executive Director



James Hall
Chairman, Policy Board

James River Alcohol Safety Action Program
Policy Board Meeting/MADD Ceremony
December 12, 2019
@ James River ASAP

Policy Board Attendance: James Hall, Ronnie Roberts, Clarence Roberts, Sheriff Steven Smith, Maj. Greg Jenkins, Archer Maness, and Cindy Sheffield

Consent Agenda

Prior to the meeting we had our 2nd Annual Holiday Party for Policy Board members, staff and facilitators. Chairman James Hall called the meeting to order at 6:15pm.

****Not enough members present for a quorum but we did recognize Sheriff Fortune and Robert Tracci for their years of service****

- A. Board Minutes from September 12, 2019 – to review at next meeting.
- B. Financial Report for period ending October 2019 – to review at next meeting.

New Business

A. Program Update

Audit Report – the annual audit was completed and returned with no deficiencies.

September 13, 2019 – Commission on VASAP meeting. Recommendations to the Executive Board will be made at the December meeting regarding increasing the VASAP fee. There was another petition filed (#291) by the Hites. This one requested removal or reduction of the violation re-set fees charged by the vendor. The Hites feel the unit is held “hostage” because someone cannot get their vehicle operational without a code or re-set. All vendor State Director’s spoke about the cost of service and the additional time to do re-sets in addition to the installs, removals and regular calibrations already scheduled. The petition was voted on and denied.

DMV Printing ability down – Our DMV printer went down for 36 days in September. We fortunately had the ability to enter enrollments, interlock installs and removals and VASAP completions. It was frustrating not being able to review DMV records prior to intake. The Executive Director has suggested I submit a waiver.

October 10, 2019 – October 11, 2019 – case reviews conducted. We are preparing to transfer any remaining active cases from Inferno to our new client database named Enginuity. There were treatment reports needed and a good back-up to be sure folks are on class waiting lists or that their cases are in compliance.

October 18, 2019 – VASAPDA meeting. Our meetings focus a lot on the new case management database. The committees updated the Intervention Interview status and we were all given thumb drives with the new video that VASAPDA funded. RADEP (Reckless Aggressive Driver Education Program) update provided and training ideas reviewed for our Spring Conference.

October 24, 2019 – Fluvanna's Women's Prison Resource Fair. Merie Ragland attended this event since I was out of town and she reported a great turnout. She echoed what I felt when I went, it feels good to assist individuals on how to get their licenses back upon release.

November 7, 2019 – Weyers Cave Training. Officer Kane, with Albemarle County Police Department, reached out to ask if we could attend the new officer training and to specifically discuss ignition interlock. MADD was also there and the two speakers, both who have been at the MADD Banquets, gave powerful presentations on their personal recoveries after surviving crashes where the other driver was impaired. From Officer Kane's feedback, the officers appreciated this as part of the DUI portion of their curriculum. Officer Kane had not shared with the class that she has been the winner of the MADD award for several years so I was glad to brag about her.

November 8, 2019 - Moved files from old system to the new system. We closed the office to transfer cases over. I was thinking I was ahead of the game but did not factor in how slow the new system is switching from the different screens and tabs. We literally only got through half of the cases in one day. Luckily, doing this early in November we have until December 31, 2019 to transfer the remaining cases.

December 9, 2019 - first jail group. Anne Fitzgerald and I went to the jail to complete the first of what we hope is a continuing educational program at the jail. We had the first group come in and complete the Intervention Interview. This is a 30-minute video and review of their DMV Transcripts of Driver History and Compliance Summaries. The second group completed intake paperwork and the first group began December 16, 2019.

B. Moving locations

Discussed the ending of the current lease June 30, 2020 and the reality that we may need to move. Reviewed a couple of properties I have looked at and will update the Finance Committee on what I find and what the landlady explains about the work on the bridge and future of this location.

C. Possible locations for MADD Ceremony


Christopher Korschak with MADD, after our last dinner, costs have gone up tremendously and there is no grant funding for food. The event at Michie Tavern is getting expensive so we discussed options and ideas for locations in 2021 when it is back in our area.

Old Business

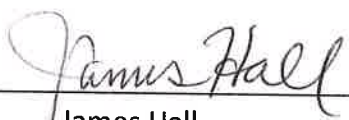
None.

Motion to adjourn by Ronnie Roberts and seconded by Clarence Roberts. Meeting adjourned a 6:35pm.

Submitted by:



Cindy Sheffield
Executive Director



James Hall
Chairman, Policy Board

James River ASAP Policy Board (Updated: December 7, 2020)

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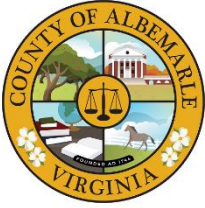
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rroberts@louisa.org



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

- Jaunt Board of Directors

Committee Members:

- Raymond East
- Fran Hooper
- William Wuensch
- Juandiego Wade

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

- The Jaunt Board meets the second Wednesday of each month unless a motion is made and accepted to skip a meeting.
- The board met 10 times in FY21

Meeting Attendance:

List each committee member's attendance at each meeting.

- Raymond East: 10 out of 10 meetings
- Fran Hooper: 10 out of 10 meetings
- William Wuensch: 7 out of 10 meetings
- Juandiego Wade: 10 out of 10 meetings

Summary:

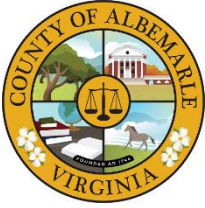
Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

FY21 was a turbulent year for Jaunt. Against the backdrop of a global pandemic, In December 2020, the Jaunt Board requested the resignation of the former CEO after the annual financial audit uncovered expenditures well beyond reasonable. The work leading up to that decision involved months of meetings with the auditors outside the normal Board meeting schedule. The work following that decision was very closely focused on activities to help stabilize Jaunt. They appointed then-Chief Operating Officer Karen Davis as interim CEO and worked closely with her to identify and develop the internal controls necessary to ensure that Jaunt will have strict financial oversight going forward. They worked with procurement staff to take an RFP to market to hire an executive search firm. Once the firm was selected, they initiated the search process, narrowed down the candidates, including the incumbent, with several series of interviews.

While the Jaunt Board rose to the occasion and demonstrated tremendous leadership in response to this issue, they didn't lose focus on the day-to-day operations. As staff worked on revising and updating Jaunt's policies, the Board carefully reviewed and ratified them. Those reviewed included a comprehensive Financial and Grants Management Policy as well as policies that covered telecommuting, communications, drug and alcohol, procurement, and COVID-19, among many others. They undertook visioning work to further define the organization's vision, mission, and direction, led by facilitators from Insight Strategies, Inc., arriving at the finals, defined below.

Mission: Jaunt safely delivers caring, attentive, and inclusive service through convenient, innovative, sustainable transit solutions.

Vision: Jaunt drives independence, opportunity, and empowerment.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name: **JABA Advisory Council**

Committee Members:

Martha LeClere- at-large
Richard Lindsay- at-large
Lynda White- Albemarle
Waltine Eubanks- Albemarle
Christina Rees- Charlottesville
L.D. Perry- Charlottesville
Robert Alpers- Nelson
Mary Cunningham- Nelson
Nan Weickert- Fluvanna
Elma Key- Fluvanna
Dimisile Martin- Greene
Donna Bates- Greene
Bob Kuhnle- Louisa
Essie Knuckle- Louisa

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

The Advisory Council meets the first Thursday (with the exception of June when they meet with the JABA Board on the fourth Monday), from 12:00-2:00, six times a year. The six meetings were held in Sept and Nov 2020, Jan, March, May and June 2021. These were conducted virtually this year, although we hope to return to in-person in the future.

Meeting Attendance:

List each committee members attendance at each meeting.

Lynda White- 5/6

Richard Lindsay- 6/6

Waltine Eubanks- 1/6 *Ms. Eubanks had illnesses in her family and also had terrible internet coverage to be able to meet. This was an unusual attendance pattern for her.

Summary:

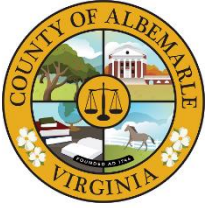
Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The Advisory Council's biggest challenge was COVID, and meeting virtually rather than in person. Many of the members of the Council do not have reliable internet, so they relied on phoning into the meetings.

The Advisory Council is tasked with approving the budget for the state and federal funds, that is submitted to the Department of Aging and Rehab Services in an area plan.

Each meeting a different program is presented to familiarize the Council members with JABA's services. This enables the Council members to advocate in the community as they speak with people about the services.

The Council supported JABA's development of an Inclusive Excellence Plan. A member of the Council participated on the Planning Team to develop the initial set of goals.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name: Jefferson Area Board for Aging (JABA)

Committee Members:

Tod Allen- at-large
Paul Bevins- Fluvanna
Mozell Booker- Fluvanna
Richard Brugh- Charlottesville
Pete Costigan- Greene
Sue Friedman- Albemarle
Rod Gentry- at-large
Willie Gentry- Louisa
M.E. (Dick) Gibson Jr.- at-large
Heather Hill- Charlottesville
Brian Jackson- Charlottesville
Christina Lester- at-large
Richard Lindsay, MD- Albemarle
Jeanne McCusker- at-large
Diantha McKeel- at-large
Johnsa Greene-Morris- at-large
Cameron Mowat- Albemarle
Robert Murphy- Greene
Elayne Phillips- Charlottesville
Dana Quillen- Nelson
Ernie Reed- Nelson
Joseph (Rick) Richmond- at-large
Lloyd Runnett- Louisa
Margaret Short- at-large
Jerrod Smith- Albemarle

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

The Board meets six times a year, for 2 hours. Generally it is the fourth Monday, from 12-2:00. There is occasionally an additional short meeting if an action requires Board approval. This past year all meetings have been virtual. There is a hope to return to in-person at some point. We did hold meetings in Sept and Nov. 2020, Jan, March, May and June 2021.

Meeting Attendance:

List each committee members attendance at each meeting.

Sue Friedman attended 5/6

Richard Lindsay attended 6/6; also on Executive Committee and liaison to Advisory Council

Cameron Mowat was appointed in October, attended 5/5

Marty Silverman term ended Oct. 1, attended 1/1

Jerrold Smith was appointed in early March, attended 3/3

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The biggest challenge this past year was COVID. It meant that the Board met virtually, and did not have the opportunity to network in person as they arrived and left the meeting.

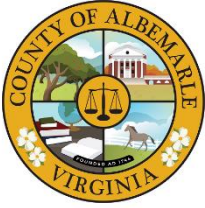
The Board approved a revised budget once CARES Act and other federal funding was received and apportioned to the designated programs. They also approved continuing pay and benefits to all staff throughout, even when centers were closed. They were kept abreast of operational decisions, and included in all communication to staff to maintain awareness of changes in the way services were provided and programs were operating.

The Board approved the addition of Juneteenth as a holiday for all staff.

The Board reviewed the results of the employee survey. And the HR Committee looked at the compensation study and the gap in wages for the staff. They have recommended and the Board agreed that we need to continuously move staff wages to \$15 minimum wage, and address compression as we do.

The Board approved the funds to make repairs on Mountainside, as a condition of its sale.

The Board supports the development of the Inclusive Excellence Plan, and had a representative on the Planning Committee to establish the initial goals that will be integrated into the strategic goals.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Jefferson Madison Regional Library Board

Committee Members:

Michael Powers
Tony Townsend
Thomas Unsworth
Erica Younglove

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

JMRL's Board meets monthly on the 4th Monday of the month at 3:00 PM. Various Board/Staff committees met in-between full Board meetings. The full Library Board met 15 times in FY21, with several special sessions for the evaluation of JMRL's director and to discuss JMRL's COVID response planning.

Meeting Attendance:

List each committee members attendance at each meeting.

Trustee Younglove resigned from the Library Board after the September meeting (9/28/20) and was replaced by Trustee Townsend at the December meeting (12/28/20), so the October and November Library Board meetings had only two Albemarle Trustees. All sitting Albemarle Trustees attended all 15 meetings with the following exceptions:

7/27/20- Trustee Unsworth absent

10/5/20 (Special Session)- Trustee Unsworth absent and Trustee Younglove's seat was vacant

10/26/20- Trustee Younglove's seat was vacant

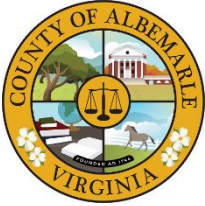
11/23/20- Trustee Younglove's seat was vacant

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

- Much of FY21 focused on JMRL's COVID response plans. Trustees successfully guided JMRL through a transition that ranged from closed buildings to curbside and drive-up service, appointment services, capacity limits, and finally full hours and full services.
- Trustee Unsworth was voted Chair of the Library Board for the FY22 year.
- Trustees guided JMRL's budgeting process through five jurisdictional reviews.
- Trustees commissioned a Staff/Board working group to develop an Employee Handbook for JMRL staff.
- Trustees celebrated the completion of the renovation of the Nelson Memorial Library.
- Trustees reviewed and adjusted the annual leave accrual tables for JMRL staff.
- Trustees voted on revisions to numerous policies posted publicly at <https://www.jmrl.org/ab-policy.htm>.
- Trustees adopted a Customer Service Statement for JMRL.
- Trustees discussed plans for commemorating 100 years of public library service in Charlottesville/Albemarle.

All agendas, minutes, financial reports, recorded meetings, and Board Handouts are available publicly at: <https://www.jmrl.org/ab-history-bdhandouts.htm>



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Charlottesville-Albemarle Joint Airport Commission

Committee Members:

Eric Walden-County Appointee

John Mattern-County Appointee and Vice Chairman

Steven Hiss-County Appointee and Chairman

Donald Long-Joint Member appointed by City and ratified by the County

Roy Van Doorn- City Appointee

Adam Seid-City Appointee (no longer member as of 7/2021, moved to County)

Matthew Murray-City Appointee (started 07/2021)

Addison Barnhardt-City Appointee (term ended 12/2020)

Chris Engel- City Appointee (term ended 12/2020)

Michael Prichard- City Appointee (resigned post 02/2021)

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Typically, the Joint Airport Commission (Commission) meets every other month. Scheduled meetings are typically held at 4:00 p.m. on the second Monday of every other month (July, September, November, January, March, and May). Since the Commission is an advisory arm of the Airport Authority Board, the Commission meets in advance of the Airport Authority Board.

During FY-21, meeting dates were as follows:

July-meeting cancelled

September 14, 2020

November 9, 2020

January 11, 2021

March 8, 2021

April 26, 2021

June 7, 2021

Meeting Attendance:

List each committee member's attendance at each meeting.

The following is an attendance list of each meeting:

July-meeting cancelled

September 14, 2020- John Mattern, Steven Hiss, Chris Engel, Addison Barnhardt, Michael Prichard, and Donald Long

November 9, 2020- John Mattern, Steven Hiss, Chris Engel, Addison Barnhardt, and Donald Long

January 11, 2021- John Mattern, Steven Hiss, Donald Long, Roy Van Doorn, and Adam Seid

March 8, 2021- Eric Walden, Steven Hiss, John Mattern, Donald Long, Roy Van Doorn, and Adam Seid

April 26, 2021- John Mattern, Steven Hiss, Donald Long, Roy Van Doorn, and Adam Seid

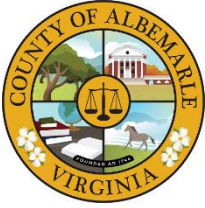
June 7, 2021- Eric Walden, John Mattern, Steven Hiss, and Roy Van Doorn

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The following are issues and challenges that were presented to the Commission:

- An FAA CARES Act Grant for \$6,279,972 was executed. Reimbursement of operating expenses and debt service payments are eligible under this grant. Funds must be expended within four years from the date of acceptance.
- Hertz Rental Car declared bankruptcy and rejected the Authority's lease. Hertz ceased operations at CHO on September 17, 2021
- The Authority established the Charlottesville Albemarle Airport Authority's Infectious Disease (COVID-19) Preparedness and Response Plan on 7/15/20 as per the VA Department of Labor guidelines.
- A bond issuance with the Virginia Resource Authority for reimbursement of the \$1.9 million 2019 Parking Expansion Project was authorized.
- A Department of Criminal Justice Service COVID-19 grant was secured to assist with the funding of pandemic-related expenses.
- A Transportation Security Administration grant was secured for partial reimbursement of the salary of a law enforcement officer at the screening checkpoint.
- The contract for the 2021 Terminal Emergency Generator Project was awarded.
- The Air Carrier Ramp Expansion Project, which added four additional aircraft parking spaces on the ramp, was completed.
- The Airport's Medium Approach Light System with Runway Alignment Indicator Lights (MALSR) was reactivated.
- The FY2020 Comprehensive Annual Financial Audit and audit work for FY-21 was awarded.
- A design project to Value-Engineer the Entry Pavilion Project was completed.
- The project to Relocate Taxiway Echo began with 100% funding for the project secured from the FAA.
- An FAA Airport Coronavirus Response Grant in the amount of \$2,928,978 was executed. Reimbursement of operating expenses and debt service payments are eligible under this grant. Funds must be expended within four years from the date of acceptance. Included in this grant is \$83K which is set aside for relief to the airport terminal concessionaires.
- A contract for the replacement of the two sets of terminal escalators was awarded.
- A contract for the replacement of the firehouse roof was awarded.
- An FAA grant application for the construction of Parking Lot Elevator & Stairs Replacement was submitted in the amount of \$4,270,000.
- FAA grant applications totaling \$1,304,243 for the purchase of a runway deicer truck, an aircraft/firefighting vehicle, and a front-end loader were submitted.
- An FAA grant application in the amount of \$397,184 for the purchase of a replacement snowplow was submitted.
- Received notification that CHO has been allocated \$5,041,463 in FAA Airport Rescue Grant funding which was authorized in the American Rescue Plan Act of 2021. As part of this grant, \$332K has been set aside for relief funding to the airport terminal concessionaires.
- The Charlottesville Albemarle Airport continued to recover from the pandemic. During the time period of 7/1/20 – 6/30/21, CHO Airport saw a positive recovery from the COVID-19 disruption to the nation's air service. Total (inbound & outbound) passenger traffic was 13,049, with an average of 4-5 daily flights in June 2020. Total passenger traffic increased to 32,138, with an average of 14 daily flights in June of 2021. In comparison: In pre-pandemic June 2019, CHO served 66,767 total passengers with an average of 26 daily flights.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Local Building of Board Code Appeals (LBBCA)

Committee Members:

Joseph Schinstock, Francis Caruccio, David Gibson Jr., Frederick Huckstep, Doug Lowe

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

As needed to hear an appeal.

Committee met on October 21, 2020.

Meeting Attendance:

List each committee members attendance at each meeting.

All attended

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

Board heard appeal regarding application of the building code regarding a single-family dwelling being used as a hotel. Committee agreed with building official, no further appeal to the state board by applicant.

No further action by committee.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Charlottesville-Albemarle Metropolitan Planning Organization Policy Board

Committee Members:

Ann Mallek (Albemarle)
 Ned Gallaway (Albemarle)
 Stacy Londrey (VDOT)
 Lloyd Snook (Charlottesville)
 Michael Payne (Charlottesville)

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Bi-monthly

Meeting Attendance:

List each committee members attendance at each meeting.

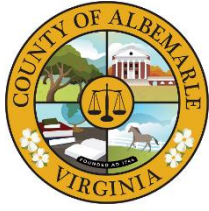
	7/22/20	9/23/2020	12/1/2020	1/27/2021	3/24/2021	5/26/2021	6/23/2021
Mallek	x		x	x	x	x	x
Gallaway	x	x	x	x	x	x	x
Lynch/Londrey	x	x	x	x	x	x	x
Snook			x	x	x	x	x
Payne	x	x	x	x	x	x	x

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

- Authorized/supported the submission of SMART SCALE project applications from the MPO, the TJPDC, and in support of local governments.
- Approved amendments/adjustments to the Transportation Improvement Program
- Adopted an updated Title VI Plan
- Developed and adopted the FY22 Unified Planning Work Program
- Adopted performance targets as required by state

- Supported grant applications through DRPT related to transit planning and through RAISE related to the Amtrak station
- Supported the change to the functional classification of roads within the MPO boundaries as requested by Albemarle County
- Supported local government Transportation Alternatives Program grant applications



Natural Heritage Committee Annual Report 2020 - 2021

Board, Commission, Agency, Authority, or Committee Name:

Natural Heritage Committee (NHC)

Committee Members:

Emma Andrews, Peggy Cornett, Bruce Gatling-Austin, Leah Jung, Emily Luebke, Kate Mallek, Lonnie Murray, Christine Putnam, Michael Rodemeyer, Nancy Weiss, Kennon Williams.

Meeting Frequency:

NHC meetings are held the first Thursday of each month beginning at 5:30 pm. There were 12 full committee meetings during the reporting period.

Meeting Attendance:

NHC Members	Meeting Date												
	7/16/2020	8/20/2020	9/17/2020	10/15/2020	11/5/2020	12/3/2020	1/7/2021	2/4/2021	3/4/2021	4/1/2021	5/6/2021	6/3/2021	
Emma Andrews												P	P
Peggy Cornett	P	P	P	P	P	P	P	P	P	P	P	P	P
Bruce Gatling-Austin						P	P	P	P	P	P	P	P
Leah Jung					P	A	P	P	P	P	P	P	P
Emily Luebke	P	P	P	P	P	P	P	P	P	P	P	P	P
Kate Mallek	P	P	P	A	P	P	P	P	P	P	A	A	P
Lonnie Murray	P	A	P	P	A	P	A	A	P	P	P	P	P
Christine Putnam	P	P	P	P	P	P	P	P	P	P	P	P	P
Michael Rodemeyer	P	P	A	A	A	P	P	A	P	A	A	A	P
Nancy Weiss	A	P	A	P	P	P	P	P	A	A	A	A	A
Kennon Williams	P	A	A	P	A	A	A	A	A	A	A	A	A

P = Present; A = Absent

Summary:

Committee membership:

Three new members joined the NHC, Leah Jung (November 2020), Bruce Gatlin-Austin (December 2020), and Emma Andrews (April 2021).

Presentations and guests to the NHC:

October 2020- Grant Connette, Smithsonian Institute: Mapping Wildlife Corridors

November 2020- Wildlife Corridors presentation and discussion with Bridget Donaldson, Virginia Transportation Research Council, VDOT

January 2021- Lighting Ordinance Review and Discussion – Margaret Maliszewski

February 2021- Q&A with Charles Rapp, Director of Planning

March 2021 - Virginia Working Landscapes (VWL) Programs and Biodiversity Surveys - Amy Johnson (VWL Program Director), Charlotte Lorick (VWL Program Coordinator), and Michelle McKenzie (Bellair Farm)

April 2021 - Rural Area Planning - Q&A with Scott Clark

June 2021 - Conversation with John Lewis, President of Charlottesville Area Mountain Bike Club (CAMBC), and Tim Padalino (ACPR) about Biscuit Run, trail construction & maintenance, and sensitive areas.

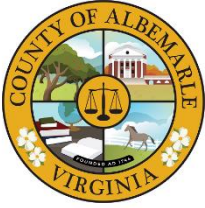
Progress on NHC goals:

- Maintained a prioritized work plan for the NHC, based on the proposed actions, goals, and recommendations of the Biodiversity Action Plan (BAP). This goal is supported by Strategy 4a of the Natural Resources Chapter of the Albemarle Comprehensive Plan (Comp Plan), which focuses on the implementation of the BAP.
- Promoted improvement of water quality and stream health throughout the County by developing strategies and providing recommendations for the protection of water resources, in support of Goals 14-18 of the BAP and Objectives 1 and 6 of the Comp Plan.
- Engaged in biodiversity-related education and outreach, in support of Goal 20 of the BAP and Strategies 4f and 4j of the Comp Plan, including:
 - Created a list of landowner resources. The link to this is posted on the NHC website
 - Presentations about the BAP and NHC goals were given to the Monticello Bird Club and members of the Piedmont Master Gardeners
 - Participated in an outreach event at Scottsville Pollinator Festival with an interactive display to engage citizens and educate them about land stewardship practices that protect biodiversity and natural landscapes
 - Created a new landowner welcome letter and completed a pilot mailing for land transfers over 20 acres since the start of 2021 in the conservation focus areas.
 - Collaborated with the Piedmont Master Gardeners to encourage area plant retailers to participate in the Plant Northern Piedmont Natives Campaign.
 - Created “green tips” to be used by CAPE on topics such as keeping bears out of your trash, letting leaves be in the fall, and how to handle baby birds that have fallen out of the nest.
- Promoted the management of county-owned lands in ways that conserve and enhance biodiversity and other natural resources. (BAP GOAL 5)
 - Met with Jim Barbour to identify areas for reduced mowing in Darden Towe and Walnut Creek Parks. This action supports wildlife and reduces GHG emissions through targeted and reduced mowing similar to the Virginia State Parks [Letting Grass Bee Program](#).
 - Created an informational flyer to help the public understand conservation mowing. This flyer is now posted in kiosks near the reduced mow areas.
 - Met with Tim Padalino and a Charlottesville Area Mountain Bike Club board member to discuss ways to engage volunteers to help remove invasive species in County parks (BAP Goal 8)
- Minimize and reduce habitat fragmentation county-wide. Maintain existing habitat connectivity and establish connectivity where possible and appropriate. (BAP Goal 3)
 - Evaluating culverts and bridges along US 29 South as pathways for wildlife to connect between habitat in the Southern Albemarle Mountains (between the West and East side of US 29 South)

- Investigated potential habitat connectivity/wildlife corridor under bridge at hwy 240 & 250 intersection between Crozet & Ivy, along the Mechums River. Contacted landowner & have meeting planned for the Fall to discuss opportunities to enhance the natural corridor.
- Facilitating a bobcat movement & habitat selection study for NW Albemarle county, working with VTech and Smithsonian. Anticipating bobcat to be trapped and radio collared January - March 2022, with collected data to be used for recommending habitat/movement corridors to be prioritized for conservation
- Provided recommendations to the County on specific biodiversity-related issues, in support of Goal 9 of the BAP and Objectives 4 and 8 of the Comp Plan
 - TJPDC on the Rivanna River Corridor Plan
 - BOS concerning the protection and future development of Sugar Hollow
 - ACPR about mowing frequency and management of open grassy areas
 - ACPR concerning invasives management in County parks
 - ACPR on the development of Charlotte Humphries Park
 - VDOF on the protection of sensitive areas in advance of the planned logging operation on Buck's Elbow Mountain
 - Stream Health Initiative

Challenges:

The biggest challenge facing the committee is the difficulty in subcommittees holding a virtual meeting.



Pantops Community Advisory Committee Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Pantops Community Advisory Committee

Committee Members:

Dick Hiss, Chair
Anthony Arsali
Ron Brownfield
R. Corey Clayborne, Planning Commission Liaison
Bea LaPisto-Kirtley, Board of Supervisors Liaison
Stephanie Lowenhaupt
Brian L. Mason
Michael R. Spatz
Ida Lee D. Wootten

Cameron Langille, Staff Liaison

Meeting Frequency:

Meetings are held the second Monday monthly at 6:15 pm

Meeting Attendance:

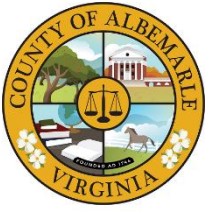
Meeting Date	Attendees
July 2020	No Meeting
August 2020	No Meeting
September 28, 2020	Dick Hiss; Ida Lee Wootten; Sara Robinson; Stephanie Lowenhaupt; Larry Brown; Michael Spatz; Cal Morris; Olivia Branch; Ron Brownfield; Rob Neil
October 27, 2020	Richard Hiss; Olivia Branch; Stephanie Lowenhaupt; Sara Robinson; Ida Lee Wootten; Ron Brownfield; Cal Morris; Larry Brown; Rob Neil; Beal LaPisto-Kirtley
November 2020	No Meeting
December 2020	No Meeting
January 25, 2021	Dick Hess; Ron Brownfield; Olivia Branch; Louis Lopez; Stephanie Lowenhaupt; Cal Morris; Brian Mason; Rob Neil; Sara Robinson; Michael Spatz; Ida Lee Wootten; Corey Clayborne; Bea LaPisto-Kirtley
February 2021	No Meeting

March 22, 2021	Richard Hiss; Cal Morris; Sara Robinson; Ron Brownfield; Brian Mason; Larry Brown; Rob Neal; Stephanie Lowenhaupt; Corey Clayborne; Bea LaPisto-Kirtley
April 26, 2021	Dick Hiss; Stephanie Lowenhaupt; Brian Mason; Ida Lee Wooten; Olivia Branch; Cal Morris; Rob Neil; LJ Lopez; Anthony Arsali; Ron Brownfield; Bea LaPisto-Kirtley
May 24, 2021	Dick Hiss; Cal Morris; LJ Lopez; Rob Neil; Brian Mason; Anthony Arsali; Ida Lee Wooten; Stephanie Lowenhaupt; Ron Brownfield; Olivia Branch; Bea LaPisto-Kirtley; Corey Clayborne
June 28, 2021	Dick Hiss; Ron Brownfield; Cal Morris; Anthony Arsali; IdaLee Wooten; Michael Spatz; Olivia Branch; Sara Robinson; Liz Russell; Bea LaPisto-Kirtley

Summary:

A summary of the CAC's activity is provided in the table below.

Meeting Date	Development Review Community Meeting	Other Topics
7/2020		No Meeting
8/2020		No Meeting
9/28/2020		Election of CAC Officers; Pantops Parks and Greenways; Overview of November 2020 Election Process and Procedures
10/27/2020		Virginia Department of Transportation (VDOT) Presentation on Diverging Diamond Interchange Project at Route 250 and I-64 Interchange
11/2020		No Meeting
12/2020		No Meeting
1/25/2021	ZMA202000013 Pantops Overlook Hotel	Update on Development Projects in Pantops
2/2021		No Meeting
3/22/2021		FY 2022 Albemarle County Budget Overview; Update Development Projects in Pantops
4/28/2021		Affordable Housing Policy Presentation; Update Development Projects in Pantops; CAC Committee Membership Status for 2022 FY
5/24/2021		Presentation on the Rivanna River Corridor Plan; Update Development Projects in Pantops
6/28/2021		Rivanna River Corridor Plan; Update Development Projects in Pantops; Discussion of New CAC Members and Upcoming Election of New Officers



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Piedmont Family YMCA, Inc.

Committee Members:

Bob Bremer
Christi Sheffield

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

The Piedmont Family YMCA Board of Directors meets six (6) times per year, on the fourth Friday of odd months at 7:30am:

July 24, 2020
September 25, 2020
November 20, 2020
January 22, 2021
March 26, 2021
May 29, 2021

Meeting Attendance:

List each committee members attendance at each meeting.

Bob Bremer – 6/6 (7/24/20, 9/25/20, 11/20/20, 1/22/21, 3/26/21, 5/29/21)
Christi Sheffield – 4/6 (9/25/20, 11/20/21, 11/20/20, 1/22/21, 5/29/21)

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

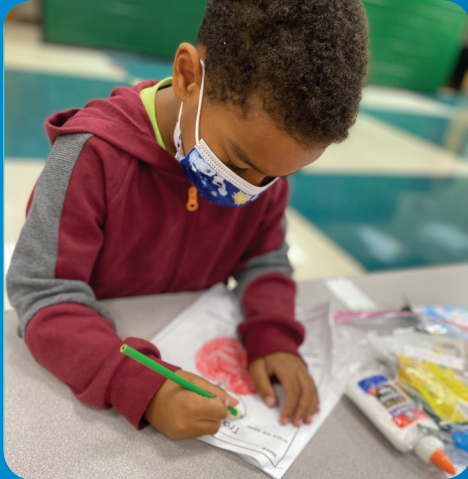
See attached annual report. The past year, the YMCA navigated the global COVID-19 pandemic. Major accomplishments are as follows:

- Provided emergency child care for working families, Monday-Friday from 7:30am-5:30pm
 - 105 summer campers in grades K-6 (36% received scholarships totaling \$54,737)
 - 99 early learners ages 0-5 (78% received scholarships totaling \$401,191)
 - 219 virtual learners in grades K-6 (81% received scholarships totaling \$235,008)
- Safely operated the Brooks Family YMCA, serving 9,695 community members with 162,025 facility scans (15% received scholarships totaling \$248,821)
- Opened Kindness Café in the lobby of the Y, employing adults with cognitive disabilities



Piedmont Family YMCA

Strengthening Community | 2020 Annual Report



The **Piedmont Family YMCA** association is a nonprofit, operating the **Brooks Family YMCA** in McIntire Park, the **YMCA Early Learning Center** at the Jefferson School in Charlottesville, and educational youth programming in **Charlottesville, Albemarle and Greene**.

Youth Development

- Early learning
- Virtual learning
- After school
- Summer camp

Healthy Living

- Community integrated health
- Family recreation and sports
- Virtual & outdoor fitness
- Cavalier Aquatics

Social Responsibility

- Emergency child care
- COVID-19 response
- Kindness Café
- Community partnerships

At the Y, **strengthening community** is our cause. We believe that positive, lasting personal and social change can only come about when we all work together to invest in our kids, our health and our neighbors. That's why we focus our work in three areas:

- Youth Development** nurturing the potential of every child and teen
- Healthy Living improving** community health and well-being
- Social Responsibility** giving back and providing support to our neighbors

We start 2020 with strategic goals

- 1 YMCA Early Learning Center will be financially neutral with a focus on high-quality early childhood education.
- 2 Brooks Family YMCA will be financially sustainable, prioritizing debt reduction and fundraising to support scholarships and access.
- 3 YMCA will expand community-wide school-age programming and community integrated health initiatives with a focus on advancing equity.

March 17 All YMCA facilities close due to global COVID-19 pandemic

March 31 YMCA permanently closes Crozet facility

While our facilities are closed, the Y is still active

- ▶ Collecting **100+ pints** of life-saving blood
- ▶ Helping deliver **694+ meals**
- ▶ Collecting **30+ bags** of supplies for seniors
- ▶ Serving as a hub for **PPE donations**
- ▶ Supporting 212 seniors with **wellness checks**
- ▶ Securing **PPP funds** to keep 40+ full-time staff employed



June 15 YMCA opens **Summer Camps** as emergency school-age child care for working families.

- In 2020, Summer Camps serve
- **105 campers** in grades K-6
 - **38 campers**, 36% receive scholarships totaling \$54,737

June 5 **Brooks Family YMCA** reopens following Governor's COVID-19 orders.

- In 2020, the Brooks Family YMCA serves
- **9,695 community members** compared to 18,728 in 2019
 - **1,474 members**, 15% receive scholarships totaling \$248,821
 - **162,025 facility scans** compared to 329,879 scans in 2019



July 2 **Kindness Café** opens at the Brooks Family YMCA, a nonprofit coffee shop employing adults with cognitive disabilities.

June 22 **YMCA Early Learning Center** reopens as emergency child care following strict COVID-19 licensing guidelines.

- In 2020, YMCA Early Learning Center serves
- **99 children** ages 0-5
 - **77 children**, 78% receive scholarships totaling \$401,191



July 31 CYAC **Swim Team** merges with Cavalier Aquatics and welcomes Todd DeSorbo, UVA's Head Swimming and Diving Coach, as the Director of High Performance.

- Team is ranked 3rd nationally at Y Festival and **58th by USA Swimming**



September 8 YMCA launches **Virtual Learning Centers** to support students learning virtually while schools remain closed.

- In 2020, YMCA Virtual Learning Centers serve
- **219 students** in grades K-6
 - **177 students**, 81% receive scholarships totaling \$235,008
 - With **CARES Act funds**, families that qualify for free/reduced lunch receive 100% scholarships



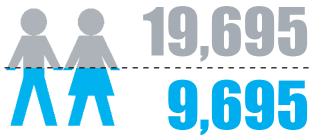
Looking toward 2021 We plan to

- ▶ Continue **Virtual Learning Centers** through June
- ▶ Launch **Power Scholars Academies** in partnership with Charlottesville City Schools to address COVID-19 learning recovery, combining summer school with camp enrichment
- ▶ Launch **YMCA After School** (formerly CLASS) in partnership with Charlottesville City Schools in seven elementary schools
- ▶ Rebuild **membership and programs** impacted by COVID-19
- ▶ Relaunch community **integrated health equity** programs

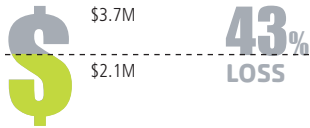
Your donation ensures that nobody is turned away for inability to pay and that our doors are open and our programs are **accessible to all.**

Membership review

Members served, projected vs. actual



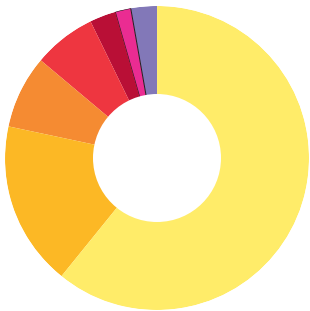
Revenue, projected vs. actual



How we operated



Revenue	2019	2020	%
Membership	\$3,647,936	\$2,092,567	-43
Contributions/grants	\$ 320,297	\$1,826,413	+470
Early learning	\$ 969,406	\$ 622,469	-36
Programs	\$1,077,252	\$ 551,927	-49
Virtual learning	\$ —	\$ 500,977	
Total	\$6,014,891	\$5,594,353	-7



Expenses	2019	2020
Brooks	\$3,235,666	\$3,018,148
Early learning	\$ 905,553	\$ 864,186
Virtual learning	\$ —	\$ 384,260
Cavalier Aquatics	\$ 326,304	\$ 330,282
Crozet	\$ 676,516	\$ 145,928
Greene	\$ 43,359	\$ 75,252
General & administration	\$ 138,659	\$ 134,620
Total	\$6,032,188	\$5,623,676
Depreciation	\$706,131	\$ 671,002

Our Supporters

Gifts made January 1, 2020 – December 31, 2020

In 2020, **2,704 donors and grantors** gave **\$1,948,990** to advance the YMCA mission for all!

Thank you to **2,563 Sustaining YMCA Members**, who converted their membership dues to donations while we were closed, totaling **\$322,665**.

\$250,000+

SBA7(a) – PPP
United Way of Greater
Charlottesville
Virginia Department of
Social Services

Kelley MacDougall &
Mike Pausic
MAPP2Health
Perry Foundation
Primis Bank

James & Lily Hargrove
Anne Hemenway
Huffman Family Foundation
Kappa Kappa Gamma Sorority
Jay & Barbara Kessler
Kurt & Nancy Jo Krueger
Jessica & Chris Maslany
Steve & Caroline McLean

Brendan Mathews
Courtney Moore
Norman Oliver &
Susan Jacobson
Bonita Patton
James Reebals

\$100,000–\$249,000

Albemarle County
City of Charlottesville
Rebuild Virginia

\$5,000–\$9,999

Better Living Foundation
Larry & Toni Gimble
Nunley Family Fund
John Nunley
Rathburn Family Foundation
Schilling Family Foundation
Laura & Rusty Schundler
Elizabeth Snyder
Virginia 30 Day Fund

Alex & Kelly Moore
Rich & Katy Stover
State Farm
Edward Tayloe II
Bob Vanderspiegel
Virginia Swimming
Bill & Nancy Wardle
Reginald Woods
Wrightson Ramsing
Foundation

\$250–\$499

Jennifer & David Alluisi
Lori & David Balaban
Phil & Billy Best
Hsueh Chen
Edward & Martha Coates
Alice & Morgan Dontanville
Jeri & Tom Evans
Patricia & Elwood Gibson
Jerome Handler
Brad & Carrie Heilman
Deborah Howard
Stan & Julie Kaslusky
Brett Larson
Liping & Michael Mazur
Jim & Joan Packer
Shelly Pellish
Jeff Roberts & Diana Villalobos
Mark & Debbie Salerno
Eric Waldren
Mike & Leslie Wenert
Andrea Williams

\$50,000–\$99,999

Sahm Family Foundation
Virginia Early Childhood
Foundation
YMCA of the USA

\$1,000–\$4,999

Albemarle County Schools
Employee Fund
Albemarle Rotary Club
Dr. & Mrs. John F. Angle
Tom Bowe
Bob & Lynn Bremer
Rip & Millie Cathcart
Ravi & Kiyomi Chandra
Missy & Jason Corbin
Dick's Sporting Goods
Sue & Frank Friedman
The Richard & Leslie Gilliam
Foundation

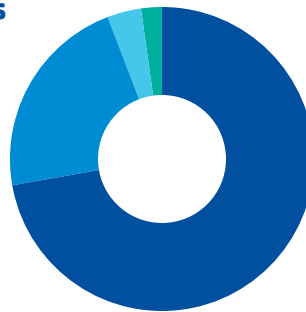
\$25,000–\$49,999

Bama Works Fund
Suzanne & Rob Brooks
Rimora Foundation
Vibrant Communities Fund
Virginia Alliance of YMCAs
Wardle Family Foundation

\$10,000–\$24,999

Community Endowment Fund
Debra LaFond
Hut Foundation

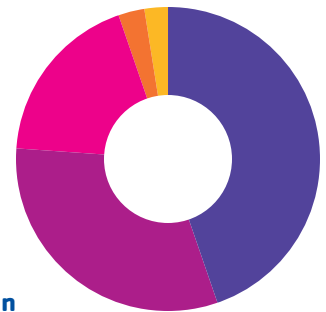
Contributions



By campaign

Grants	\$1,411,523
Annual unrestricted	\$ 427,190
Capital	\$ 70,250
Annual restricted	\$ 40,027
Total	\$1,948,990

Grants



By designation

COVID-19 recovery	\$ 633,000
Virtual learning	\$ 442,087
Early learning	\$ 263,603
Summer camp	\$ 39,500
Scholarships/Diversity	\$ 33,333
Total	\$1,411,523

Our Board

Alex Moore, *Chair*
Bob Bremer, *Vice Chair*
Suzanne Brooks,
Secretary/Treasurer

Tom Bowe
Ravi Chandra
Larry Gimble
Anne Hemenway

Lee Hicks
Leonda Keniston
Kurt Krueger
Edgar Lara

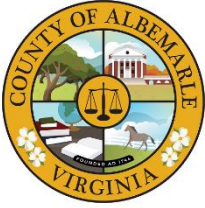
Steve McLean
Christi Sheffield
Bill Wardle



151 McIntire Park Drive
Charlottesville, VA 22902

434.974.9622
piedmontymca.org





Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:
Piedmont Virginia Community College Board

Committee Members:

- Representing Albemarle County: R. Madison Cummings, Jr., Charles Dassance (newly elected), Alfreda Morris, PJ Rooney

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

- The College Board meets every other month from September – June. Retreats once a year in the summer.
- From September 2020 – June 2021, the board met five times. A retreat was held in July 2021.

Meeting Attendance:

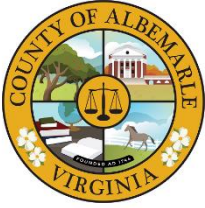
List each committee members attendance at each meeting.

- All Albemarle County representatives attended all five meetings, with the exception of Dr. Dassance, who was appointed in July.

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

- Although the year was complicated by COVID-19, the board continued to meet during the pandemic via Zoom. These virtual meetings were held in accordance with [§2.2-3708.2 of the Code of Virginia](#) and [Chapter 1283 of the 2020 Acts of Assembly](#), to conduct regular business.
- The board's accomplishments include approving the PVCC local funds budget, approving curriculum for the college, and awarding a student with the College Board Service Award.



Places 29 Hydraulic Community Advisory Committee Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Places 29 Hydraulic Community Advisory Committee

Committee Members:

Cynthia Neff, Chair
Michelle D. Busby
Julian Bivins, Planning Commission Liaison
Vito Cetta
James Clemenko
Michael P. Corrigan
Jane Fogleman
John N. Lewis
William C. Love, Jr.
Diantha McKeel, Board of Supervisors Liaison
Rosemary L. Miller
John E. Neal
Christopher Rembold
Jaquelin Salazar
Yolanda Y. Speed
Samantha R. Strong
Kimberly J. Swanson

Michaela Accardi, Staff Liaison

Meeting Frequency:

Meetings are held the third Monday monthly at 5:30 pm

Meeting Attendance:

List each committee members attendance at each meeting.

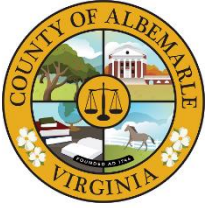
July 2020	No Meeting
August 17, 2020	Secretary was absent, no minutes were taken.
September 21, 2020	Cynthia Neff; Diantha McKeel; Kim Swanson; Vito Cetta; Bill Love; John Neal; Julian Bivins; Michelle Busby; Steve Saunders; Tony

	Wayne; Victoria Tremaglio; Rosemary Miller; John Lewis; Katherine Acuff; Andy Reitelbach; Jim Heilman
October 19, 2020	Katherine Acuff; Julian Bivins; Eboni Bugg; Michelle Busby; Vito Cetta; Jenny Fjeseth; Jane Foelman; Anthony Haro; Craig Kotarski; John Lewis; Bill Love; Whitney McDermott; Diantha McKeel; Rosemary Miller; Tim Miller; Cynthia Neff; Isaiah Nisos; Katurah Roell; Yolanda Speed; Kim Swanson; Victoria Tremaglio; Bruce Wardell; Tony Wayne
November 16, 2020	Yolanda Speed; Michael Culp; Katherine Acuff; Vito Cetta; Christine Diggs; Cynthia Neff; Bill Love; Diantha McKeel; Jane Fogleman; Jaquelin Salazar; John Lewis; John Neal; Julian Bivins; Kim Swanson; Michelle busby; Lucinda Shannon
December 2020	No Meeting
January 25, 2021	Julian Bivins; Michelle Busby; Vito Cetta; Janes Fogelman; Emily Kilroy; John Lewis; Bill Love; Diantha McKeel; Rosemary Miller; John Neal; Cynthia Neff; Jacquelin Salazar; Yolanda Speed; Samantha Strong; Kim Swanson
February 15, 2021	Bill Love; Jaquelin Salazar; Sophia Flanagan; Yolanda Speed; Michelle Busby; Vito Cetta; Greg Harper; Jane Fogleman; Cynthia Neff; John Lewis; Kim Swanson; Kate Acuff; Julian Bivins; Diantha McKeel; Rosemary Miller
March 15, 2021	Kate Acuff; Nelsi Birch; Julian Bivins; Vito Cetta; James Clemenko; Jane Fogelman; Emily Kilroy; Bill Love; Diantha McKeel; Rosemary Miller; John Neal; Cynthia Neff; Jeff Richardson; Samantha Strong; Kim Swanson
April 19, 2021	Kate Acuff; Julian Bivens; Tim Campbell; James Clemenko; Ned Galloway; John Lewis; LJ Lopez; Bill Love; Kein McDermott; Diantha McKeel; Rosemary Miller; Cynthia Neff; James Pierce; Chris Rembold; Jaquelin Salazar; Amy Smith; Yolanda Speed; Samantha Strong; Kim Swanson
May 17, 2021	Kate Acuff; Julian Bivins; James Clemenko; Jane Fogleman; Victoria Fort; John Lewis; Bill Mawyer; Diantha McKeel; Rosemary Miller; Cynthia Neff; Tim Padalino; Jaquelin Salazar; Lindsay Snoddy; Yolanda Speed; Kim Swanson; Jennifer Whitaker
June 21, 2021	Vito Cetta; James Clemenko; Julian Bivins; Gabe Dayley; Jane Fogleman; Diantha McKeel; Rosemary Miller; John Neal; Cynthia Neff; Bill Love; Chris Rembold; Yolanda Speed; Samantha Strong; Kim Swanson

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

Meeting Date	Development Review Community Meeting	Other Topics
7/2020		No Meeting
8/17/2020		CAC Officer Elections; Albemarle County Parks & Recreation COVID-19 & Charlotte Humphries Park Update; Hydraulic Area Community Development Update
9/21/2020		Albemarle County Schools Update; 2020 Voting Update; Georgetown Hydraulic Offices - Development Update; JAUNT On Demand Presentation
10/19/2020	ZMA2020-10 Arbor Oaks; ZMA2020-11 Premier Circle	
11/16/2020		Neighborhood Strength: Lessons from Bamboo Grove; Albemarle County Housing Policy Update; Broadband / Internet Access in Albemarle County
12/2020		No Meeting
1/25/2021		COVID-19 Update; Freedom of Information Act (FOIA) & Conflicts of Interest Act (COIA) Overview; Albemarle County Development Process Overview
2/15/2021		Jack Jouett Student Presentations; Albemarle County Climate Action Plan
3/15/2021		FY 2022 Budget Overview; FY 2022 Budget Questions & Answers
4/19/2021		Boys & Girls Club Site Plan Update; Charlotte Humphries Park Update; Lambs Lane Campus Sidewalk Project & Safe Routes to Schools Travel Plan
5/17/2021		South Rivanna Reservoir to Ragged Mountain Reservoir Raw Water Line Project; Development Process Overview; Stonefield Update
6/21/2021		Hydraulic Crime Statistics; Albemarle County's Growth Management Policy Overview & Connections to Climate Action Planning; Stonefield Update



Places 29 North Community Advisory Committee Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Places 29 North Community Advisory Committee

Committee Members:

William P. McLaughlin, Chair
Steven R. Cameron
R. Corey Clayborne, Planning Commission Liaison
Janelle P. Cockrell
James A. Dean
Susan B. Friedman
Karen F. Gavrilovic
Bea LaPisto-Kirtley, Board of Supervisors Liaison
Virginia P.C. Newton
Anthony C. Pagnucco

Michaela Accardi, Staff Liaison

Meeting Frequency:

Meetings are held on the second Thursday monthly at 6:30 pm

Meeting Attendance:

List each committee members attendance at each meeting.

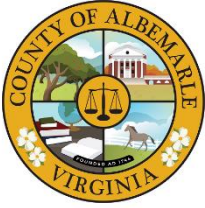
July 2020	No Meeting
August 2020	No Meeting
September 2020	No Meeting
October 2020	No Meeting
November 2020	No Meeting
December 10, 2020	James Dean; Janelle Cockrell; Tony Pagnucco; Bill McLaughlin; Corey Clayborne
January 14, 2021	James Dean; Janelle Cockrell; Tony Pagnucco; Bill McLaughlin; Bea LaPisto-Kirtley
February 11, 2021	James Dean; Janelle Cockrell; Tony Pagnucco; Bill McLaughlin; Bea LaPisto-Kirtley
March 11, 2021	James Dean; Janelle Cockrell; Tony Pagnucco; Bill McLaughlin; Sue Friedman; Bea LaPisto-Kirtley

April 8, 2021	James Dean; Janelle Cockrell; Tony Pagnucco; Bill McLaughlin; Karen Gavrilovic; Steve Cameron; Bea LaPisto-Kirtley
May 13, 2021	Steve Cameron; Janelle Cockrell; James Dean; Sue Friedman; Karen Gavrilovic; Bill McLaughlin; Virginia Newton; Tony Pagnucco; Bea LaPisto-Kirtley; Corey Clayborne; Michaela Accardi
June 10, 2021	Steve Cameron; Janelle Cockrell; James Dean; Sue friedman; Karen Gavrilovic; Virginia Newton; Tony Pagnucco

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

Meeting Date	Development Review Community Meeting	Other Topics
7/2020		No Meeting
8/2020		No Meeting
9/2020		No Meeting
10/2020		No Meeting
11/2020		No Meeting
12/10/2020		Community Advisory Committee Purpose & Roles; Freedom of Information Act (FOIA) & Conflicts of Interest Act (COIA); How does development happen in Albemarle County? Albemarle County Development Process Overview
1/14/2021		Officer Elections / Discussion; Review of Places29 Master Plan Land Use
2/11/2021		Albemarle County Draft Housing Policy; Places29 – North Ongoing Development Projects Overview
3/11/2021		County Executive’s Recommended Budget FY2022; ZMA2021-01 Willow Glen Community Meeting; CAC Officer Elections
4/8/2021	ZMA 2020-07 RST Residences ZMA 2021-01 Willow Glen	Proffers Overview & FOIA Questions; Recent Development Applications Discussion; Draft Housing Policy Discussion
5/13/2021	ZMA2020-07 RST Residences Revised Application Presentation; ZMA2020-07 RST Residences	Introduction to Form-Based Code
6/10/2021	SP2020-02 MonU Park; ZMA2021-06 Maplewood	RST Residences



Places 29 Rio Community Advisory Committee Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Places 29 Rio Community Advisory Committee

Committee Members:

Marty Meth, Chair
Todd W. Cone
Daniel Bailey, Planning Commission Liaison
Martha F. Davis
Ned Galloway, Board of Supervisors Liaison
Nancy W. Hunt
Audrey Kocher
Lee A. Kondor
Brian D. MacMillan
Tom Paoletti
Judith A. Schlusel
Nicole Scro
Rick Seaman
Peter M. Thompson

Rachel Falkenstein, Staff Liaison

Meeting Frequency:

Meetings are held on the fourth Thursday monthly at 6:00 pm

Meeting Attendance:

Meeting Date	Attendance
July 23, 2020	No Meeting
August 27, 2020	Todd Cone; Nancy Hunt; Audrey Kocher; Lee Kondor; Brian MacMillan; Martin Meth; Tom Paoletti; Pete Thompson; Judy Schlusel; Nicole Scro; Ric Seaman; Ned Galloway
September 24, 2020	Todd Cone; Nancy Hunt; Audrey Kocher; Lee Kondor; Brian MacMillan; Martin Meth; Tom Paoletti; Pete Thompson; Judy Schlusel; Nicole Scro; Rick Seaman; Ned Galloway
October 22, 2020	Todd Cone; Nancy Hunt; Audrey Kocher; Lee Kondor; Brian MacMillan; Martin Meth; Tom Paoletti; Pete Thompson; Judy Schlusel; Nicole Scro; Rick Seaman; Ned Galloway; Daniel Bailey

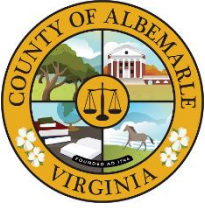
November 2020	No Meeting
December 10, 2020	Todd Cone; Marty Davis; Nancy Hunt; Audrey Kocher; Lee Kondor; Martin Meth; Tom Paoletti; Pete Thompson; Judy Schlusssel; Rick Seaman; Ned Gallaway; Daniel Bailey
January 28, 2021	Todd Cone; Marty Davis; Nancy Hunt; Audrey Kocher; Lee Kondor; Brian MacMillan; Martin Meth; Tom Paoletti; Pete Thompson; Judy Schlusssel; Nicole Scro; Rick Seaman
February 25, 2021	Todd Cone; Marty Davis; Nancy Hunt; Lee Kondor; Brian MacMillan; Martin Meth; Tom Paoletti; Judy Schlusssel; Nicole Scro; Rick Seaman; Daniel Bailey
March 25, 2021	Todd Cone; Marty Davis; Nancy Hunt; Lee Kondor; Brian MacMillan; Martin Meth; Tom Paoletti; Judy Schlusssel; Nicole Scro; Rick Seaman; Daniel Bailey
April 22, 2021	Todd Cone; Marty Davis; Nancy Hung; Lee Kondor; Brian MacMillan; Martin Meth; Tom Paoletti; Pete Thompson; Judy Schlusssel; Nicole Scro; Rick Seaman; Ned Gallaway; Daniel Bailey
May 2021	No Meeting
June 24, 2021	Todd Cone; Marty Davis; Nancy Hunt; Audrey Kocher; Lee Kondor; Martin Meth; Tom Paoletti; Pete Thompson; Judy Schlusssel; Nicole Scro; Rick Seaman; Ned Gallaway; Daniel Bailey

Summary:

A summary of the CAC's activity is provided in the table below.

Meeting Date	Development Review Community Meeting	Other Topics
7/2020		No Meeting
8/27/2020	SP2020-14 1680 Seminole Trail Auto Dealership	Albemarle County Housing Update; Watchlist Discussion and Future CAC Topics Discussion
9/24/2020		2020 Voting Update; JAUNT On Demand Presentation; Watchlist Updates
10/22/2020		Rio29 Form Based Code; Albemarle County Climate Action Plan; Watchlist Updates
11/2020		No Meeting
12/10/2020		Albemarle Economic Development update; Rio Road Corridor Plan update; Watchlist Updates
1/28/2021		Officer Elections; Rio Rd Corridor Plan Advisory Group Representative; Places29 Master Plan Overview: Land Use Designations; Watchlist Updates
2/25/2021		Rio Rd Corridor Plan Scope Overview; Places29 Master Plan Overview: Land Use Map; Watchlist Updates

3/25/2021	SP2021-03 Caliber Collision Community Meeting	Rio Demographics & Equity Impact Assessment Framework; Watchlist Updates
4/22/2021		Bike/Ped Planning in Albemarle; Density Bonus Overview; Watchlist Updates
5/2021		No Meeting
6/24/2021		Rivanna River Greenway Presentation; Rio Road Corridor Plan Update; Watchlist Updates



Planning Commission

Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Planning Commission

Committee Members:

Julian Bivins, Chair

Karen Firehock, Vice-Chair

Rick Randolph

Bruce Dotson (through August 4, 2020)

Daniel Bailey

Corey Clayborne

Jennie More

J. Tim Keller

Luiz Carrazana (UVA Rep, Non-voting)

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Meetings are held at 6:00 PM, on Tuesday. There were 30 meetings in FY 2020-2021

Meeting Attendance:

List each committee members attendance at each meeting.

Meeting Date	PC Members Attendance							
	Julian Bivins	Karen Firehock	Rick Randolph	Daniel Bailey	Corey Clayborne	Jennie More	Tim Keller	Luis Carrazana (UVA Rep)
7/7/2020	P	A	P	P	P	P	P	P
7/14/2020	P	P	P	P	P	P	P	P
7/21/2020	P	P	P	P	P	P	P	A
8/4/2020	P	A	P	P	P	P	P	P
8/11/2020	P	P	P	P	P	A	P	A

8/18/2020	P	P	P	P	A	A	P	A
9/1/2020	P	P	P	P	P	P	P	P
9/15/2020	P	P	P	P	P	P	P	P
10/6/2020	P	P	P	P	P	P	P	P
10/13/2020	P	P	P	P	P	P	P	P
10/20/2020	P	P	P	P	P	P	P	A
11/10/2020	P	P	P	P	P	A	P	P
11/17/2020	P	P	P	P	P	P	P	A
11/24/2020	P	P	P	P	P	P	P	A
12/8/2020	P	P	P	P	P	P	P	P
12/15/2020	P	P	P	P	P	P	P	P
1/12/2021	P	P	P	P	P	P	P	A
2/2/2021	P	P	P	P	P	A	P	P
2/16/2021	P	P	P	P	P	P	P	P
3/2/2021	P	P	P	P	P	P	A	P
3/23/2021	P	P	P	P	P	P	P	P
4/6/2021	P	P	P	A	P	P	P	P
4/13/2021	P	P	P	A	P	P	P	A
4/20/2021	P	P	P	P	P	A	P	P
5/4/2021	P	P	P	P	P	P	P	P
5/11/2021	P	A	P	P	P	P	P	A
5/18/2021	P	P	P	P	P	P	P	A
6/1/2021	P	P	P	A	P	A	P	P
6/15/2021	P	P	P	P	P	P	P	P
6/22/2021	P	P	P	P	P	P	P	P

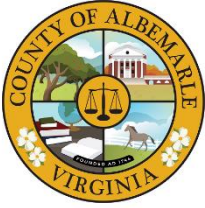
Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

Meeting Date	Board Activity						
	Applications Reviewed on Consent Agenda	Deferred Items	Public Hearing	Presentation	Regular Review	Work Session	New Business
7/7/2020	2	0	1	0	0	0	0
7/14/2020	0	1	1	0	0	0	0
7/21/2020	0	0	2	0	0	0	0
8/4/2020	1	0	1	1	0	0	0
8/11/2020	0	0	0	0	0	1	0
8/18/2020	0	0	1	0	0	0	0
9/1/2020	3	0	1	0	0	1	0
9/15/2020	0	0	1	1	0	0	0
10/6/2020	3	0	1	0	0	0	1
10/13/2020	0	0	0	0	0	1	0
10/20/2020	0	0	0	0	0	1	0
11/10/2020	3	0	3	0	0	0	1
11/17/2020	0	0	0	0	0	1	0
11/24/2020	0	0	2	0	0	0	0
12/8/2020	0	0	0	0	0	1	0
12/15/2020	0	0	2	0	0	0	0
1/12/2021	0	0	0	0	0	2	4
2/2/2021	2	0	1	1	0	0	0
2/16/2021	1	0	1	1	0	0	0
3/2/2021	0	1	1	0	0	0	0

3/23/2021	3	0	2	0	1	0	0
4/6/2021	1	0	1	0	0	0	0
4/13/2021	0	0	0	0	0	1	0
4/20/2021	0	1	2	0	0	0	0
5/4/2021	2	0	2	0	0	0	0
5/11/2021	1	0	0	0	0	1	0
5/18/2021	0	0	1	0	1	0	0
6/1/2021	3	0	1	0	0	0	0
6/15/2021	1	0	1	0	1	0	0
6/22/2021	0	0	0	0	0	1	0

The Planning Commission approved a variety of rezonings applications and special use permits while also continuing work throughout the year on the Housing Albemarle policy, Rio 29 Form Based Code, and the Crozet Maser Plan.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Police Department Citizens Advisory Committee

Committee Members:

Richard Hewitt, Chair
Olga Boucher, Vice Chair
Brian Williams
John Springett

Diantha McKeel, Board of Supervisor Representative

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

The PDCAC meets the second Tuesday of every other month at 9:00am.

Meeting Attendance:

List each committee member's attendance at each meeting.

August 11, 2020: Richard Hewitt, Olga Boucher, John Springett, Brian Williams, BOS
Diantha McKeel

October 13, 2020: Richard Hewitt, Olga Boucher, John Springett, Brian Williams, Brent Hall,
BOS Diantha McKeel

December 8, 2020: Richard Hewitt, Olga Boucher, John Springett, Brian Williams, Brent Hall,
BOS Diantha McKeel

February 9, 2021: Richard Hewitt, Olga Boucher, John Springett, Brian Williams, Brent Hall,
BOS Diantha McKeel

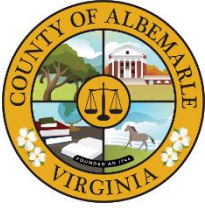
April 13, 2021: Richard Hewitt, Olga Boucher, John Springett, Brian Williams, BOS
Diantha McKeel

June 8, 2021: Richard Hewitt, Olga Boucher, John Springett, Brian Williams, BOS
Diantha McKeel

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

- Major Jenkins and Major Reeves updated the committee on the 2019 Department Year-End-Review for Investigations and the Patrol Bureau. Updates included the new crime lab, handgun transition, updated services window, patrol supervisor training, expansion of the bike team and the purchase of the SWAT team robot.
- The Commonwealth Attorney Jim Hingeley and Director of Emergency Communications Center Sonny Saxton provided an overview of their operations and their direction moving forward.
- George Floyd aftermath - Chief Lantz provided the Committee with an overview of the Police Departments training for officers and any General Order (Policy) concerns or questions were addressed with the Committee.
- An overview of the homicides/shootings within the County and City of Charlottesville were discussed and what we did as a partner to help them out.
- The COVID 19 Pandemic required the PDCAC to transition to an all-virtual style of meeting which would allow citizens participation and this was accomplished with the help of County IT and Public Safety PIO.
- Major Reeves gave an overview of the mental health challenges of the Police Department when it comes to meeting the demands of an increase in calls for service and lack of bed space at local and state levels. The police department is also moving forward with meeting the requirements of the new Marcus Law (Mental Health Law).
- Body Worn Camera Program - DCJS grant awarded along with Asset Forfeiture funds used to launch program. Full implementation by January 2022.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Citizen's Advisory Committee for the Albemarle Charlottesville Public Defender Office

Committee Members:

Neal Goodloe, Chair;

Marilyn Minrath, Eddie Harris, Albert LaFave, (Recorder), Elizabeth Murtagh (Public Defender),
Eddie Harris, Robert Gest, Gloria Rockhold

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Our Committee has not met this year due to COVID concerns and associated professional priorities

Meeting Attendance:

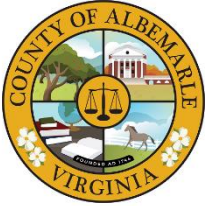
List each committee members attendance at each meeting.

N/A

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

N/A



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Region Ten Board of Directors

Committee Members:

Barbara Barrett- Albemarle appointee
Barry Blumenthal- Albemarle appointee

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

The Board meeting occurs on the second Monday of each month at 4:00 pm.
There were 10 meetings in the last year.

Meeting Attendance:

List each committee members attendance at each meeting.

Barbara Barrett- attended 10 meetings
Barry Blumenthal- attended 8 meetings

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The last year represents an unusual set of events due to the pandemic and the specific challenges associated with the novel coronavirus. Accomplishments include maintaining continuity of operations, essential services and fiscal stability through the pandemic. Milestones include advancement of the objectives within the RTCSB strategic plan. Creating a welcoming work environment, developing and implementing strategies to be an employer of choice, and soliciting feedback from stakeholders and consumers regarding satisfaction and effectiveness of services. Challenges in the last year include workforce, health and safety.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Central Virginia Regional Housing Partnership - Executive Committee

Committee Members:

Keith Smith
Ned Gallaway
Colette Sheehy
Greg Powe
Anthony Haro
Brandon Collins
Margaret Clair

Meeting Frequency:

The partnership Executive Committee meets monthly except for months when a full partnership meeting occurs.

Meeting Attendance:

Name	Date	Present
Ned Gallaway	08/26/2020	X
Ned Gallaway	11/09/2020	X
Ned Gallaway	01/27/2021	X
Ned Gallaway	02/24/2021	X
Ned Gallaway	04/28/2021	X
Ned Gallaway	06/11/2021	X
Ned Gallaway	07/28/2021	X
Ned Gallaway	08/25/2021	X

Summary:

The CVRHP Executive Committee provides guidance and direction for the broader CVRHP over the course of the year. They vote to determine priorities and action steps for the partnership and TJPDC staff. A list of accomplishments, driven by the Executive Committee, can be found below:

PorchlightVA.org

Created PorchlightVA.org, a free online affordable housing search that is designed to help community members access housing. Also designed a Regional Housing research page that can supplement those searching for housing using the website.

Housing Events Committee

Planned and hosted 8 free online education webinars covering a variety of housing topics and featuring a broad and diverse range of guest speakers. Secured sponsorships and grants for this effort.

Regional Housing Plan

Created a Regional Housing Plan, formally adopted by the Thomas Jefferson Planning District Commission in August 2021. This document contained regional and locality-specific housing strategies as well as recommendations for each locality in the PDC.

Grant Research and Application

Researched and applied for \$2+ million in funding for regional housing strategies. Was awarded over \$2 million in grant funding for housing development, eviction reduction, and continuing the speaker series.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Central Virginia Regional Housing Partnership

Committee Members:

City of Charlottesville, Michael Payne, City Councilor

Albemarle County, Ned Galloway, Board of Supervisor

Fluvanna County, Gequetta Murray-Key, Planning Commission

Greene County, Jay Willer, Planning Commission

Louisa County, Robert Babyok, Board of Supervisor

Nelson County, Jesse Rutherford, Board of Supervisor

Non-Profit Housing Representative, Anthony Haro, Executive Director, Thomas Jefferson Coalition for the Homeless

Non-Profit Housing Representative, Dan Rosensweig, Executive Director, Habitat for Humanity

Non-Profit Housing Representative, Sunshine Mathon, Executive Director, Piedmont Housing Alliance

Builder Representative, Christopher Bremont, President, Bramante Homes

Developer Representative, Chris Henry, President, Stony Point Development Group

Design Professional Representative, Greg Powe, Principal, Powe Studio Architects PC

Citizen/Resident Representative (Urban), Brandon Collins, Lead Organizer, Public Housing Association of Residents

Citizen/Resident Representative (Rural), Mozelle Booker, Resident, Fluvanna County

University of Virginia Representative, Colette Sheehy, Senior Vice President for Operations and State Government Relations, University of Virginia

TJPDC Commissioner Representative, Keith Smith, TJPDC Commissioner

Rural Nonprofit Representative, Margaret Clair, Executive Director, Nelson County Community Development Foundation

Workforce Development Board, Jeff Waite, Chair of Piedmont Workforce Development Board

Regional Transit Partnership, Diantha McKeel, Chair of Regional Transit Partnership

Blue Ridge Health District, Denise Bonds, District Health Director

Financial Lender Representative, Peter Holman, Senior Vice President & Chief Financial Officer, UVA Community Credit Union

Meeting Frequency:

The Partnership meets quarterly over the course of a fiscal year. The partnership met on December 9, 2020, March 24, 2021, and June 24, 2021 at 2:00 pm on the 4th Wednesday of the month.

Meeting Attendance:

Name	Date	Present
Ned Gallaway	12/09/2020	X
Ned Gallaway	03/24/2021	X
Ned Gallaway	06/24/2021	X

Summary:

PorchlightVA.org

Created PorchlightVA.org, a free online affordable housing search that is designed to help community members access housing. Also designed a Regional Housing research page that can supplement those searching for housing using the website.

Housing Events Committee

Planned and hosted 8 free online education webinars covering a variety of housing topics and featuring a broad and diverse range of guest speakers. Secured sponsorships and grants for this effort.

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Researched and applied for \$2+ million in funding for regional housing strategies. Was awarded over \$2 million in grant funding for housing development, eviction reduction, and continuing the speaker series.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Regional Transit Partnership

Committee Members:

Diantha McKeel (Albemarle)
Bea LaPisto-Kirtly (Albemarle)
Lloyd Snook (Charlottesville)
Nikuyah Walker (Charlottesville)
Lucas Ames (Jaunt – Urban)
Randy Parker (Jaunt – Rural)
Neil Sherman (DRPT)
Becca White (University Transit System)

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Monthly, 4th Thursday, 4:00 pm

Meeting Attendance:

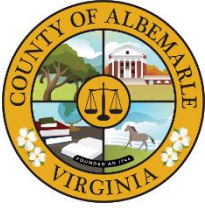
List each committee members attendance at each meeting.

	8/27/2020	10/22/2020	2/25/2021	3/25/2021	4/22/2021	5/27/2021	6/24/2021
McKeel	x	x	x	x	x	x	x
LaPisto-Kirtly	x	x	x	x	x	x	x
Snook		x	x	x	x	x	x
Walker	x	x	x	x	x	x	x
Ames	x	x	x	x	x	x	x
Parker	x	x	x	x	x	x	x
Sherman	x	x	x	x	x	x	x
White	x	x		x	x	x	x

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

- Supported the application of and were awarded two DRPT grants for transit planning throughout the region
- Provided a forum for transit operators to continue to share information related to management of operations during the COVID-19 pandemic
- Continued forum for transit operators to share information updates related to studies, data collection, and operations



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:
Rivanna River Basin Commission (RRBC)

Committee Members:

**Thomas Jefferson Planning District
Commission (TJPDC)**
Dominique Lavorata, RRBC Managing Staff

Albemarle County
Ann Mallek, *Board of Supervisors*
Bea LaPisto Kirtley, *Board of Supervisors*
Jason Halbert, *Appointed Citizen*

City of Charlottesville
Michael Payne, *City Councilor*
Heather Hill, *City Councilor*
VACANT, *Appointed Citizen*

Fluvanna County
Mozell Booker, *Board of Supervisors*
Tony O'brien, *Board of Supervisors*
Marvin Moss, *Appointed Citizen*

Greene County
Dale Herring, *Board of Supervisors*
Bill Martin, *Board of Supervisors*
VACANT, *Appointed Citizen*

Culpeper SWCD
Steve Morris

Thomas Jefferson SWCD
Lonnie Murray, *Treasurer*

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

2 Yearly Meetings:

RRBC Board Meeting (08/11/20)
RRBC Annual Conference (09/25/20)

UPCOMING:

RRBC Board Meeting (next meeting 09/14/21)
RRBC Annual Conference (next meeting 6th annual summit 09/24/21)

Meeting Attendance:

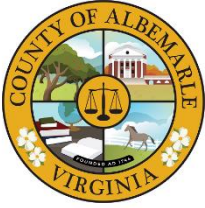
List each committee members attendance at each meeting.

The Board Meeting and Conference both had full attendance from their Board and staff members.

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The **Rivanna River Basin Commission (RRBC)** continues to provide technical steering assistance to the Chesapeake Bay Water Implementation Plan (WIP) contract with VA DEQ. The RRBC Facebook page and website continue to be the primary location for social media and marketing content, as well as informational guides created by the Rivanna Stormwater Education partnership (RSEP) and other affiliated environmental groups through the #LoveYourWatershed hashtag.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Rivanna Solid Waste Authority (Board)

Board Members:

Dr. Liz Palmer, Board of Supervisors
Jeff Richardson, County Executive
Lance Stewart, Director of Facilities and Environmental Services

Meeting Frequency: Provide the board's meeting times and the number of meetings the board has had in the past year.

August 25, 2020 @ 2pm
November 17, 2020 @ 2pm
January 26, 2021 @ 2pm
March 23, 2021 @ 2pm
May 25, 2021 @ 2pm

Meeting Attendance: List each board members attendance at each meeting.

August 25, 2020
Present: Dr. Liz Palmer, Jeff Richardson, Lance Stewart

November 17, 2020
Present: Dr. Liz Palmer, Jeff Richardson, Lance Stewart

January 26, 2021
Present: Dr. Liz Palmer, Jeff Richardson, Lance Stewart

March 23, 2021
Present: Dr. Liz Palmer, Jeff Richardson, Lance Stewart

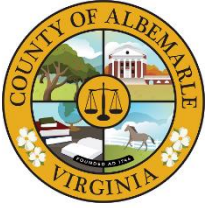
May 25, 2021
Present: Dr. Liz Palmer, Jeff Richardson, Lance Stewart

Summary:

Provide a summary of the board activities of the past year to include board milestones, accomplishments, and challenges.

In FY 2021, the RSWA Board of Directors:

- Reviewed, held a public hearing, and approved the Proposed Tipping Fees and FY 22 Operating Budget (\$5.4 M)
- Reviewed the Comprehensive Annual Financial Report
- Authorized execution of 4 Professional Service Contracts and Amendments
- Authorized execution of 2 Nonprofessional Contracts and Change Orders
- Completed a Performance Evaluation of the Executive Director
- Received updates and provided guidance on programs including:
 - Strategic Plan
 - Safety Program
 - RSWA Organizational Agreements
 - Employee Handbook
 - Personnel Manual
 - Financial Policies
 - Purchasing Policies
 - Forestry Management Plan
 - Book Bin Alternatives at McIntire Recycling Center
 - Ivy MUC Solar Energy Project
 - Cyber Security



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Rivanna Water & Sewer Authority (Board)

Board Members:

Dr. Liz Palmer, Board of Supervisors
Jeff Richardson, County Executive
Gary O'Connell, ACSA Executive Director

Meeting Frequency:

Provide the board's meeting times and the number of meetings the board has had in the past year.

July 28, 2020 @ 215:pm
August 25, 2020 @ 215:pm
September 22, 2020 @ 215:pm
October 27, 2020 @ 215:pm
November 17, 2020 @ 215:pm
December 15, 2020 @ 215:pm
January 26, 2021 @ 2:15pm
February 23, 2021 @ 2:15pm
March 23, 2021 @ 2:15pm
April 27, 2021 @ 2:15pm
May 25, 2021 @ 2:15pm
June 22, 2021 @ 2:15pm

Meeting Attendance:

List each board members attendance at each meeting.

July 28, 2020

Present: Dr. Liz Palmer, Jeff Richardson, Gary O'Connell

August 25, 2020

Present: Dr. Liz Palmer, Jeff Richardson, Gary O'Connell

September 22, 2020

Present: Dr. Liz Palmer, Jeff Richardson, Gary O'Connell

October 27, 2020

Present: Dr. Liz Palmer, Jeff Richardson, Gary O'Connell

November 17, 2020

Present: Dr. Liz Palmer, Jeff Richardson, Gary O'Connell

December 15, 2020

Present: Jeff Richardson, Gary O'Connell

Absent: Dr. Liz Palmer

January 26, 2021

Present: Dr. Liz Palmer, Jeff Richardson, Gary O'Connell

February 23, 2021

Present: Dr. Liz Palmer, Jeff Richardson, Gary O'Connell

March 23, 2021

Present: Dr. Liz Palmer, Jeff Richardson, Gary O'Connell

April 27, 2021

Present: Dr. Liz Palmer, Jeff Richardson, Gary O'Connell

May 25, 2021

Present: Dr. Liz Palmer, Jeff Richardson, Gary O'Connell

June 22, 2021

Present: Dr. Liz Palmer, Jeff Richardson, Gary O'Connell

Summary:

Provide a summary of the board activities of the past year to include board milestones, accomplishments, and challenges.

In FY 2021, the RWSA Board of Directors:

- Reviewed and approved the FY 22 Operating Budget (\$39 M)
- Reviewed, held a public hearing, and approved the Proposed Water and Wastewater Rates and FY 22 – 26 Capital Improvements Budget (\$170 M)
- Reviewed the Comprehensive Annual Financial Report
- Authorized execution of 11 Professional Services Contracts and Amendments
- Authorized execution of 13 Non-professional Services Contracts and Change Orders
- Completed a Performance Evaluation of the Executive Director
- Received updates and provided guidance on programs including:
 - Strategic Plan
 - Drone video of the SRR to RMR pipeline route.
 - Water Supply Reservoirs

- Observatory WTP Lease, Alderman PS License, and Piping Easement Summary
- Crozet Water System Projects
- Water and Wastewater Treatment Facilities and Processes
- Emerging Regulations in Water and Wastewater Treatment
- Capital Projects
- Safety Program
- Dam Safety Program
- Rate Center Reserve Funds
- Employee Handbook
- Personnel Manual
- Financial Policies
- Purchasing Policies
- Sewer Use Regulations
- Bond Resolutions
- Buck Mountain Property Management
- Options for the North Rivanna WTP
- RWSA Organizational Agreements
- Cyber Security



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:
Solid Waste Alternatives Advisory Committee

Committee Members: Anne Johnson, Christine Hirsh-Putnam, Peggy Gilges, Jesse Warren, Margaret Eldridge, Navarre Bartz, Teri Kent, Stuart Harris (joined in April 2021)

- Tom Baker resigned his position in March 2021.
- Teddy Hamilton resigned her position in April 2021.

Meeting Frequency:
Monthly on the 2nd Thursday of each month 4:00-5:30

Meeting Attendance:

- 08.2020 - Anne Johnson, Christine Hirsh-Putnam, Peggy Gilges, Jesse Warren, Teddy Hamilton (muted due to a technical problem), Margaret Eldridge, Teri Kent. *Absent - Navarre Bartz, Tom Baker*
- 09.2020 - Anne Johnson, Christine Hirsh-Putnam, Peggy Gilges, Jesse Warren, Margaret Eldridge, Tom Baker, Navarre Bartz, Teri Kent. *Absent - Teddy Hamilton*
- 10.2020 - Anne Johnson, Christine Hirsh-Putnam, Peggy Gilges, Jesse Warren, Margaret Eldridge, Tom Baker, Navarre Bartz, Teri Kent. *Absent - Teddy Hamilton*
- 11.2020 - Anne Johnson, Christine Hirsh-Putnam, Peggy Gilges, Jesse Warren, Teddy Hamilton, Margaret Eldridge, Navarre Bartz, Teri Kent. *Absent - Tom Baker*
- 12.2020 - Anne Johnson, Christine Hirsh-Putnam, Peggy Gilges, Jesse Warren, Navarre Bartz, Teri Kent. *Absent - Teddy Hamilton, Tom Baker, Margaret Eldridge.*
- 01.2021 - Anne Johnson, Christine Hirsh-Putnam, Peggy Gilges, Jesse Warren, Margaret Eldridge, Navarre Bartz, Teddy Hamilton. *Absent - Teri Kent, Tom Baker*
- 02.2021 - Anne Johnson, Christine Hirsh-Putnam, Peggy Gilges, Jesse Warren, Margaret Eldridge, Navarre Bartz, Teddy Hamilton. *Absent - Teri Kent, Tom Baker*
- 03.2021 - Anne Johnson, Peggy Gilges, Jesse Warren, Margaret Eldridge, Teri Kent. *Absent - Navarre Bartz, Christine Hirsh-Putnam, Teddy Hamilton. Tom Baker resigned.*
- 04.2021 - Anne Johnson, Christine Hirsh-Putnam, Margaret Eldridge, Teri Kent, Monty Harris. *Navarre Bartz – paternity leave. Absent – Peggy Gilges, Jesse Warren. Teddy Hamilton resigned.*
- 05.2021 - Anne Johnson, Christine Hirsh-Putnam, Peggy Gilges, Jesse Warren, Margaret Eldridge, Teri Kent, Monty Harris. *Navarre Bartz – paternity leave*
- 06.2021 - Anne Johnson, Christine Hirsh-Putnam, Peggy Gilges, Jesse Warren, Margaret Eldridge, Teri Kent, Monty Harris. *Navarre Bartz – paternity leave*

- 07.2021 - Anne Johnson, Christine Hirsh-Putnam, Peggy Gilges, Jesse Warren, Margaret Eldridge, Teri Kent, Navarre Bartz, Monty Harris

The committee has three workgroups that are supposed to meet each month. In the past year, these groups have met infrequently due to lack of access to the County Zoom and public meeting requirements that prevented meeting without a recording or public notice.

- Operations Group: 08.2020 (2 committee members), 09.2020 (2 committee members), 10.2020 (2 subcommittee members), 12.2020 (2 committee members), 01.2021 (2 committee members), 02.2021 (2 committee members), 05.2021 (3 committee members),
- Planning Group: No meetings recorded
- Outreach and Communication Group: 02.2020 (2 committee members), 05.2020 (2 committee members), 09.2020 (3 committee members), 10.2020 (2 committee members), 12.2020 (2 committee members), 04.02.2020 (3 committee members), 04.30..2020 (3 members), 05.2020 (4 committee members)

Summary:

Summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

Anne Johnson was invited and has joined the Governor's Advisory Committee on Plastic Waste Prevention.

Guest speakers to the SWAAC;

- Scott DeFife from the Glass Packaging Institute spoke about efforts to improve glass recycling in Virginia. The Operation Subcommittee and RSWA followed up with a plan to expand glass recycling in Albemarle and surrounding counties. (August 2020)
- Sonoco Recycling spoke about what happens to Albemarle County recyclables that they process and their position on the proper recycling instructions for bottles and pizza boxes. (November 2020)
- Mike Baum from Keep Virginia Beautiful spoke about their litter clean-up initiatives and resources that could support a litter clean-up event in the County. (January 2021)
- Rob Dubas, Program Coordinator – Keep Pennsylvania Beautiful – provided a presentation on the Pennsylvania State Litter/Cost study (April 2021)
- Minal Mistry, Oregon DEQ - presented on the Oregon DEQ mandate to assess GHG emissions throughout the life cycle of materials. Materials and process efficiencies work to reduce impacts, but currently, consumption far outstrips progress on efficiencies. (May 2021)
- GBB Consultants provided an update on 3-5 year solid waste planning and consumer feedback from Charlottesville/Albemarle.

The SWAAC working groups:

1) Outreach, Communication, and Education - led by Christine Putnam-Hirsh. The work of this group is to focus on developing Sustainable Materials Management (SMM) and related

outreach and educational resources to improve the level of understanding in the Albemarle County Community and increase access to resources on solid waste reduction and diversion, reuse, and recycling as well as litter abatement.

2) Operations - led by Jesse Warren. The work of this group is to focus on near-term activities related to improving SW and recycling infrastructure, operations, and the ability to measure performance. Includes City/University coordination, measurement, and reporting.

3) Planning and Vision - led by Teddy Hamilton until April 2021, now led by Navarre Bartz. The work of this committee is to focus on long-term planning and related activities needed to improve and prepare Sustainable Materials Management for the future in Albemarle County. Includes planning, permitting, infrastructure, and policy.

The following activities are organized by each group and present work done over the year. Key issues of each represent the opinion of the SWAAC as a whole.

Outreach, Communication, and Education:

- Develop a recycling and composting presentation deck. Conducted seven outreach events on education about recycling and composting to local civic organizations including; Piedmont Master Gardeners, Jefferson Madison Regional Library, Rivanna Master Naturalists, Quaker Friends Meeting, White Hall Ruritans, and Village School 6th grade class.
- Updated content on composting and recycling tips in coordination with FES for the new Albemarle County website.
- The recycling Ambassadors program was developed with leadership from the RSWA. Training materials were created and the first volunteers began interacting with patrons at the MRC in February 2021. Between February and June, six volunteers contributed over 100 hours of service. Volunteers answered questions and provided guidance to patrons about how to recycle properly. These efforts have helped to reduce contamination and educate MRC attendants on the why and how of proper recycling.
- A March Litter Cleanup Event was organized in partnership with Keep Virginia Beautiful (KVB). Over 35 organizations were contacted and invited to participate in the event. Participants were encouraged to report the location and amount of litter collected on the KVB website.
- SWAAC members participated in the Old Mills Trail pilot litter clean-up event in June and contributed educational material on recycling plastic films.
- Litter prevention PSAs were created and submitted to area radio stations for broadcast.
- A series of “Green Tip of the Month” messages were developed for use by CAPE. The tips address topics such as bears and trash, recycling plastic films, how to keep food waste out of the landfill, etc.
- In an effort to help facilitate composting food waste in the Albemarle County Public Schools, conversations have been initiated with elementary school principals, Lindsay Snood, and school board members.

County and RSWA Operations:

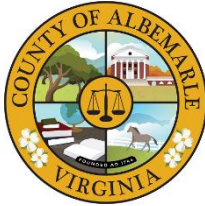
- The Operations group convened a meeting with local vineyard operators in October 2020 to discuss a plan to grow glass recycling in the County. UVA students surveyed interested parties, mapped locations and volumes of glass generated to prepare collection routes. Students presented their findings to SWAAC in March 2021.
- Engaged with the Glass Packaging Institute and participating local vineyards to develop a commercial glass recycling program. The program is still in the planning phase and is looking for support for glass collection and transport from participating vineyards to Ivy Material Utilization Center. Recent changes in the value of glass are being evaluated to determine if the project is still feasible.

Planning and Vision:

- Researched and prepared revisions to Albemarle County Ordinance, “Recommended Amendment to Albemarle County Code Chapter 13, Solid Waste Disposal and Recycling”, voted out of the SWAAC to County Legal staff at January 2020 meeting.
- Researched and prepared letter to BOS recommended budgeting for convenience centers starting FY21 and continuing annually until up to 6 centers have been constructed in the County. Voted out of SWAAC to County staff at January 2020 meeting for inclusion in an upcoming BOS meeting packet.
- Submitted revisions of SWAAC Charter to SWAAC. After discussion and further revision by Committee, Charter revision was approved and voted out of Committee by SWAAC to County staff at January 2020 meeting for inclusion in an upcoming BOS meeting packet.
- Tracked and reported on state legislation applicable to our work on litter, waste reduction, and recycling
- Updated the information SWAAC created on Reuse, Recycling, and HHW which is posted on the Albemarle County website.

Challenges:

The biggest challenge facing the working groups is the difficulty in holding a virtual meeting. When County staff was no longer available to support the meetings, some meetings were held as a Zoom meeting rather than a Zoom webinar until one of the meetings was hacked. None of the SWAAC members have access to Zoom webinars so the working group meetings have been halted since May 2021. There has also been a drop in membership on the committee due to a lack of progress on many issues due to Covid and related hurdles (i.e., not being able to meet easily). Currently working on recruiting new SWAAC members.



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Charlottesville Albemarle Convention and Visitors Bureau

Committee Members:

Current (as of July 2021): Chip Boyles, Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Pace Lochte, Ann Mallek, Jennifer Mayo, Diantha McKeel, Jeff Richardson, Gary Sandling, Gabe Silver, Nikuyah Walker

Past: Letitia Shelton, Mary Blair Zakaib

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

The 4th Monday of every other month from 2pm-4pm
6 regular Board meetings and 1 special Board meeting in FY 2021

Meeting Attendance:

List each committee members attendance at each meeting.

1. August 2020
 - a. Present: Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Ann Mallek, Diantha McKeel, Jeff Richardson, Letitia Shelton, Gabe Silver, Nikuyah Walker, Mary Blair Zakaib
 - b. Absent: Jennifer Mayo, Pace Lochte
2. October 2020
 - a. Present: Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Ann Mallek, Diantha McKeel, Letitia Shelton, Gabe Silver, Nikuyah Walker, Mary Blair Zakaib
 - b. Absent: Jennifer Mayo, Pace Lochte, Jeff Richardson
3. December 2020
 - a. Present: Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Ann Mallek, Jennifer Mayo, Diantha McKeel, Jeff Richardson, Letitia Shelton, Gabe Silver, Mary Blair Zakaib
 - b. Absent: Pace Lochte, Nikuyah Walker
4. January 2021:
 - a. Present: Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Pace Lochte, Jennifer Mayo, Diantha McKeel, Letitia Shelton, Nikuyah Walker
 - b. Absent: Ann Mallek, Jeff Richardson, Gabe Silver
5. February 2021

- a. Present: Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Pace Lochte, Ann Mallek, Diantha McKeel, Gary Sandling, Gabe Silver, Nikuyah Walker
 - b. Absent: Chip Boyles, Jennifer Mayo, Jeff Richardson
6. April 2021:
- a. Present: Chip Boyles, Elizabeth Cromwell, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Pace Lochte, Ann Mallek, Jennifer Mayo, Diantha McKeel, Jeff Richardson, Gary Sandling, Gabe Silver, Nikuyah Walker
 - b. Absent: None
7. June 2021
- a. Present: Chip Boyles, Chris Engel, Chris Eure, Heather Hill, George Hodson, Roger Johnson, Pace Lochte, Ann Mallek, Diantha McKeel, Jeff Richardson, Gary Sandling, Nikuyah Walker
 - b. Absent: Elizabeth Cromwell, Jennifer Mayo, Gabe Silver

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The Charlottesville-Albemarle Convention and Visitors' Bureau Executive Board (CACVB) was established through an Agreement made and entered into on July 1, 2004. The "Charlottesville-Albemarle Agreement for Operation of A Joint Convention And Visitors' Bureau" was authorized by adopted ordinances by both the City of Charlottesville and Albemarle County, with then-City Manager, Gary O'Connell, and then-County Executive Robert Tucker, Jr. This Agreement under Section 1 both established the CACVB and stipulated the functions charged to the CACVB.

This Agreement was reestablished and reauthorized on October 2, 2019. The Executive Board is enabled as a joint exercise of the powers vested in Albemarle County and the City of Charlottesville pursuant to Virginia Code §§15.2-940 and 15.2-1300. The purpose of the CACVB is to promote the resources and advantages of the County, the City and the region pursuant to the terms and conditions of the updated Agreement, including the marketing of tourism, as well as the marketing of initiatives that: attract travelers to the City and the County, increase lodging at properties located within the City and the County, and generate tourism revenues within the City and the County.

The CACVB is funded by a portion of the Transient Occupancy Tax generated by guests staying overnight in City and County hotels. The FY2022 budget is based on TOT collections from FY2020 and will decrease to \$1,553,129, reflecting 3 months of COVID shutdown (mid-March – June 2020).

Being a non-membership destination marketing organization, the CACVB serves the broad interests of the Greater Charlottesville community in many areas beyond lodging, including dining, retail, agribusiness, entertainment, heritage, outdoor recreation, arts, festivals, weddings and special events, and transportation.

Annually, the Virginia Tourism Corporation compiles economic impact numbers that provide relevant and quantifiable data for our region. The CACVB's efforts helped to stimulate more than \$680 million dollars of direct visitor spending in our community in 2019 (most recently available year). This economic activity sustained local businesses by supporting over 6,000 people who work for the tourism industry. Below is the combined tourism industry economic impact data for Charlottesville and Albemarle County in calendar year 2019:

- \$683 million in direct visitor spending
- 6,121 jobs supported by tourism

- \$130.1 million in jobs payroll
- \$22.9 million in local taxes collected

Mission

The mission of the CACVB is to enhance the economic prosperity of City and County by promoting, selling and marketing the City of Charlottesville and County of Albemarle as a destination, in pursuit of the meetings and tourism markets.

Value Proposition

For FY2020, the CACVB is operating on a budget of more than \$1.9 million dollars. In calendar year 2020, the Charlottesville Albemarle Convention and Visitors Bureau saw 540,000 visits and 1.2 million pageviews on its website, which was redesigned in September 2019, and placed more than 45 million advertising impressions through a robust digital marketing campaign.

While COVID-19 closed the visitor centers, the CACVB assisted more than 1,000 over the phone, 2,000 over emails, 2,800 in mailed brochures, and still assisted nearly 8,000 people outdoors and safely in person.

Vision, Values, & Equity

Vision for 2025

Albemarle County and Charlottesville will create a better quality of life for residents by being the most inclusive, diverse, welcoming, thriving destination for visitors in the Southeast.

Values

Creativity, Diversity, Unity, Resiliency, Responsibility

Equity and Inclusivity Statement

Albemarle County and Charlottesville inclusively and equitably welcome visitors, including but not limited to/irrespective of all races, ethnicities, religions, sexual orientations, gender identities, age, mental/physical disability and citizenship. The CACVB pledges to create inclusive content, share diverse local stories and provide equitable opportunities for local partners in its work.

Organizational Structure

The CACVB currently employs 9 full-time staff:

- Executive Director, Courtney Cacatian
- Director of Marketing & Public Relations, Brantley Ussery
- Marketing Manager, William Dozier
- Visitor and Community Relations Manager, Jodi Gist
- Travel Specialists - Carla Mullen and Christopher Ridder
- Sales Manager, Teresa Lamb
- Finance Administrator, Kathy O'Leary
- Office Associate, Amanda Vierrether

Strategic Plan

At the December 2019 CACVB Executive Board meeting, the Board kicked-off a research effort with SIR, a research firm based in Richmond, to determine the current state of the destination with recent and prospective visitors. The industry attended this meeting and collaborated on performing a SWOT analysis of the destination and gave feedback on the survey topics for SIR.

The results of this survey were presented at the February 2020 Board meeting. Shortly thereafter, COVID-19 derailed our tourism economy, promotional efforts and specifically the CACVB's strategic planning process. The current strategic action plan (passed by the CACVB Board in October 2020) is meant to provide interim guidance and a work-plan based on the data collected in the strategic planning process to date and given the current economic situation.

Strategic Imperatives

The CACVB strives to optimize tourism economic impact in Charlottesville and Albemarle County for the betterment of the community. Optimizing the tourism industry bolsters economic development by connecting tourism to the uplifting of people and places that are an integral part of our destination. Leveraging the momentum of improved industry and governmental alignment and participation, the CACVB promotes this destination through the strength of the entire region. In creating this transitional strategic plan, the CACVB leaned on its values to define the following strategic imperatives, which are detailed in the paragraphs below:

Resiliency

As defined by its mission, the primary function of the CACVB is to Drive Overnight Visitation, which fuels and funds the rest of the strategic imperatives.

Unity

This destination is only as strong as the partners it represents and how well those partners work together to Increase Visitor Spending as a unified place.

Diversity

Our community has a diverse range of people, places, and experiences. The CACVB helps to Develop New Visitor Opportunities (tourism product) by fostering strong partnerships with tourism-related businesses and non-profits.

Creativity

Destinations are defined by what makes them unique, and we have the opportunity and responsibility to Tell Stories that Uplift and Inspire.

Responsibility

As a governmental body, the CACVB has the responsibility to Utilize Public Funds with Transparency and Efficiency to optimize its impact.

FY 2022 Financial Plan Summary, Administrative

The administrative functions required for the daily operation of the CACVB administrative offices and those products and services needed to conduct business are covered in this section. Albemarle County, acting as the fiscal agent for the CACVB, provides key essential services, including human resources, IT, procurement and purchasing, and legal. These expenses were decreased in anticipation of the decreased budget for FY 2022 and FY 2023 to the fullest extent.

Revenue	FY '22 Budget	% of Total Budget
Albemarle County	50,001	3.22%
City of Charlottesville	78,089	5.03%
Total Income	\$128,090	8.25%

Expenditures - Administration

Rent	27,300	1.76%
GF Admin Charges	31,063	2.00%
Education & Training	20,000	1.29%
Professional Services	10,000	0.64%
Office Supplies	6,000	0.39%
I.T. Services	8,269	0.53%
Contractual Services	6,000	0.39%
Equipment/Furniture	4,000	0.26%
Local Travel (Mileage)	2,000	0.13%
Meals (Travel)	2,000	0.13%
Software	4,000	0.26%
Insurance Liability	5,000	0.32%
Equipment Rental	2,458	0.16%
Total Expenditures	\$128,090	8.25%

FY 2022 Financial Plan Summary, Marketing

For FY2021, Marketing focused on safely welcoming visitors with a robust digital campaign in traditional drive markets like Northern Virginia/Washington, D.C., Raleigh/Durham, N.C., the Virginia Beach metro area, the Triad region of N.C., and the Baltimore metro area through search engine marketing, paid social media placements, display advertising, and programmatic TV, with additional efforts through the Virginia Travel Guide, Blue Ridge Outdoors, and Capital Region USA (Germany, France, UK and China.)

COVID-19 dramatically impacted the Marketing strategies for all destination marketing organizations, but the CACVB remained agile and adapted its strategies continuously throughout the year. Through an exceptionally strong advertising push in the fall of 2020, Charlottesville & Albemarle County lodging properties saw the highest occupancy rates in the state for the month of October. The CACVB also received additional Marketing funding through two grants with the Virginia Tourism Corporation – one in the amount of \$10,000 for a WanderLOVE campaign and one in the amount of \$25,000, as a part of the Marketing Leverage Program. Additionally, a content calendar has been created to ensure equitable, seasonal promotional coverage of various tourism assets, such as historic sites, special events, outdoor recreation and the arts. This calendar aligns with Virginia Tourism Corporation’s content calendar to maximize reach of the CACVB content. Marketing efforts are executed through:

1. Owned media (website, social media, e-newsletters, visitor guides, maps)
2. Earned media (public relations, media familiarization tours, press release distribution)
3. Paid media (advertising, local event sponsorship, media and sales missions)

The CACVB launched a recovery Marketing campaign in Spring/Summer 2021 to align with the anticipated lifting of restrictions in line with the vaccination roll-out. Marketing plans for FY2022 will leverage the success of this campaign and continue pushing it forward. Due to a significant decrease in budget, the marketing agency contract will end at the end of FY2021 and work will be sourced as needed through individual contractors and managed in-house.

A new Sales Manager position was added to the CACVB to fill hotel rooms and event venues through sales leads generated at trade shows and through additional opportunities in the determined key markets. These sales efforts seek to attract events, meetings, reunions, weddings and additional group business, especially during the need times of weekdays year-round, and weekends in the winter and late summer.

FY 2022 Financial Plan Summary, Marketing

MARKETING
Operating Financial Plan

Revenue	FY '22 Budget	% of Total Budget
Albemarle County	266,421	17.15%
City of Charlottesville	416,079	26.79%
Total Income	\$682,500	43.94%

Expenditures - Marketing	FY '22 Budget	% of Total Budget
Marketing		
Marketing & Advertising	557,000	35.86%
Website & SEO	50,000	3.22%
Printing	10,000	0.64%
Research	20,000	1.29%
Non-Local Travel	20,000	1.29%
Postage	13,000	0.84%
Dues	6,000	0.38%
Cell Phone Service	4,970	0.32%
Toll Free Telephone Line	1,530	0.10%
Marketing Expenditures	\$682,500	43.94%

FY 2022 Financial Plan Summary, Visitor Services

The Visitors Services team welcomes visitors to our destination using our new, highly visible, Mobile Visitors Centers, which are parked throughout the City and County on a regular, advertised schedule. These two Sprinter vans were purchased through CARES Act funding provided by the City and the County to transition the Visitor Services team away from more expensive brick and mortar locations to a safer, nimbler model. This budget section covers expenses related to in-destination marketing which they fulfill by working hand-in-hand with the public and providing direct and personal travel assistance. In addition to their face-to-face interactions with local visitors, they also perform extensive behind-the-scenes administrative work to manage ordering and inventory of CACVB marketing materials and to fulfill visitor guide, travel brochure and bulk order requests.

The CACVB is a Virginia Tourism Corporation certified Visitor Information Center, and the CACVB is State-certified Virginia Green.

VISITOR SERVICES Operating Financial Plan

Revenue	FY '22 Budget	% of Total Budget
Albemarle County	81,476	5.25%
City of Charlottesville	127,244	8.19%
Total Income	\$208,720	13.44%
Expenditures	FY '22 Budget	% of Total Budget
Visitor Services		
Salaries Portioned to Visitor Services	201,380	12.96%
Van - Fuel	3,210	0.21%
Van - Repairs	2,000	0.13%
Cell Phone & Wi-Fi	2,130	0.14%
Visitor Services Expenditure	\$208,720	13.44%



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Thomas Jefferson Planning District Commission

Committee Members:

Donna Price (Albemarle)
 Ned Galloway (Albemarle)
 Rory Stolzenberg (Charlottesville)
 Lisa Green/Michael Payne (Charlottesville)
 Tony O'Brien (Fluvanna)
 Keith Smith (Fluvanna)
 Dale Herring (Greene)

Andrea Wilkinson (Greene)
 Bob Babyok (Louisa)
 Eric Purcell/Willie Gentry/Tommy Barlow (Louisa)
 Jesse Rutherford (Nelson)
 Dylan Bishop (Nelson)

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

First Thursday of each month at 7pm, except for July and January.

Meeting Attendance:

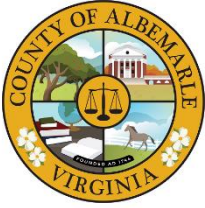
List each committee members attendance at each meeting.

	8/20/20	9/3/20	10/1/20	11/5/20	12/3/20	2/4/21	3/4/21	4/1/21	5/6/21	6/3/21	6/29/21 Special session
Price		X	X	X	X	X	X	X	X	X	X
Galloway	X	X	X	X		X	X	X	X		
Stolzenberg	X	X	X	X	X	X	X	X			X
Green/Payne	X		X	X	X	X	X		X		X
O'Brien	X	X	X	X				X		X	X
Smith	X	X	X	X	X	X		X	X		X
Herring		X	X	X	X	X	X	X	X	X	X
Wilkinson	X	X	X	X	X	X	X	X	X	X	X
Babyok	X	X	X	X	X	X	X			X	
Purcell/ Gentry/ Barlow			X	X	X	X	X	X	X	X	X
Rutherford	X	X	X	X	X	X	X	X	X	X	X
Bishop	X	X	X	X	X	X	X		X	X	X

Summary:

Commissioners support the work of the Thomas Jefferson Planning District (TJPDC) and provide mission-based leadership and strategic governance in the following area:

- Grant applications
- Management for grant programs
- Transportation planning
- Land use planning services
- Strategic planning
- Environmental planning, including water supply, solid waste, and other resource planning, funding, and development
- Technical assistance to smaller communities
- Evaluation of opportunities for local cost savings
- Emergency preparedness & hazard mitigation
- Legislative liaison services
- Regional mapping and information services
- Administration of state and federal housing program funds
- Collecting and maintaining data in cooperation with the Virginia Employment Commission
- Holding regional forums and meetings to explore regional cooperation on issues of interest
- Affordable housing facilitation
- Direct administration, planning, review and other services to member local governments



Village of Rivanna Community Advisory Committee Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Village of Rivanna Community Advisory Committee

Committee Members:

Betsy G. Baten
Dottie Martin
Neil Means
Tim Novak
Dennis Odinov
Paula Pagonakis
Donna P. Price, Board of Supervisors Liaison
Rick Randolph, Planning Commission Liaison
Lynda S. White
Mary Sandiford

Tori Kanellopoulos, Staff Liaison

Meeting Frequency:

Meetings are held on the second Monday of every other month at 7:00 pm

Meeting Attendance:

List each committee members attendance at each meeting.

November 16, 2020	Mary Sandiford; Ann Harrod; Dottie Martin; Tim Novak; Donna Price; Rick Randolph; Neil Means; Lynda White; Dennis Odinov
January 11, 2021	Dottie Martin; Donna Price; Rick Randolph; Mary Sandiford; Ann Harrod
May 10, 2021	Donna Price; Rick Randolph; Mary Sandiford; Dennis Odinov; Paula Pagonakis; Betsy Baten; Neil Means; Dottie Martin; Lynda White
June 7, 2021	Dottie Martin; Lynda White; Dennis Odinov; Betsy Pagonakis; Neal Means; Rick Randolph; Donna Price

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

Meeting Date	Development Review Community Meeting	Other Topics
11/16/2020		Welcome and CAC Overview for New Members; Development Dashboard Overview
1/11/2021		Officer Elections: Chair, Vice Chair, Secretary; Rivanna Village Development Update; County Housing Policy Update
5/10/2021	ZMA202100004 Breezy Hill Community Meeting	
6/7/2021	ZMA2021-4 Breezy Hill Discussion	Officer Elections; Village of Rivanna CAC Overview; Discussion of potential future meeting topics



Annual Report - 2021

Board, Commission, Agency, Authority, or Committee Name:

Virginia Career Works – Piedmont Region Council

Committee Members:

Ann Mallek

Meeting Frequency:

Provide the committee's meeting times and the number of meetings the committee has had in the past year.

Quarterly Meetings: September 9, 2020; December 16, 2021, March 10, 2021; June 9, 2021

Meeting Attendance:

List each committee members attendance at each meeting.

Ms. Mallek attended all four meeting during the Plan Year 2020/Fiscal Year 2021.

Summary:

Provide a summary of the committee activities of the past year to include committee milestones, accomplishments, and challenges.

The Virginia Career Works – Piedmont Region Council is made up of a Chief Local Elected Official or designee from each of the 11 jurisdictions and is responsible for:

- Provides comprehensive oversight of the Piedmont Workforce Development (PWD) Board and the WIOA programs
- Visionary with PWD Board for the region
- Ensures partnerships (MOUs) are functioning effectively
- PWD Board Budget approval
- Financial responsibility
- Designator of Grant recipient (City of Charlottesville) and Fiscal/Administrative Agent (Central Virginia Partnership for Economic Development)
- Approve PWD Board appointments

The Council accomplished all tasks related to the responsibilities shown above. Ms. Mallek is an active member of the Council and represents the region on the State Workforce Development Board of Directors.

Ms. Mallek also served on the VCW-P One-Stop Center Certification Committee, and we successfully recertified the Charlottesville One-Stop Comprehensive Center, the Orange County Affiliate One-Stop Center, and the Culpeper Affiliate One-Stop Center, while preparing for certification of the Albemarle Career Center.