



Boards and Commissions Annual Report - 2023

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

5th & Avon Community Advisory Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
3rd Thursday of each month	7-8:30 PM	Fifth Street County Office Building, Room B

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	08/18/22	09/15/22	12/15/22	01/19/23	02/16/23	03/16/23	04/20/23	05/18/23	06/15/23	
Craig Schoaf							P	A	P	
Craig Roller	P	P	A	A	P	A	P	P	A	
David Storm	P	P	P	A	P	P	P	P	P	
Donna Price	P	A	A	A	P	P	A	P	P	
Evan Macbeth	P	P	P	P	P	P	P	A	A	
Fred Missel	P	A	A	P	P	A	P	A	A	
Jim Andrews	P	P	P	P	A	P	P	P	A	
Karen Davenport	P	P	P	P	A	R				
Karen Firehock	A	A	A	A	A	P	P	A	P	
Mary Katherine King	P	P	P	P	P	P	P	P	P	
Nathan Holland	P	P	P	P	P	P	P	P	P	
Reid Forbes				A	A	A	A	A	A	
Robert Finley	P	A	P	P	A	A	A	P	P	
Roger Schickedantz	P	P	P	P	P	P	P	P	A	

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

August -- Community Meeting -- ZMA202200002 Sieg

September – Albemarle County Parks and Recreation Presentation

December—New CAC staff discussion; Schools update

January -- CAC Staffing/Liaison Introduction; Virtual Meeting Policy Introduction

February – AC44 Overview

March -- Community Meeting -- SP202300001 Covenant School Hickory Campus Tennis Courts

April – Budget Town Hall

May – Community Meeting – ZMA 202200013 Power Plant Residences

June -- Route 20 Shared Use Path Open House

Designated Point of Contact: Allison Wrabel, Community Connector; awrabel2@albemarle.org; (434) 296-5841 x3010 or Mary Katherine King, Chair; mk.king@longandfoster.com

Prepared By: Allison Wrabel, Community Connector; awrabel2@albemarle.org; (434) 296-5841 x3010

Committee Members Meeting Attendance (Albemarle County Board of Supervisors Appointed Representatives Only):

[illegible]



Boards and Commissions Annual Report - 2023

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

Agricultural & Forestal Districts Advisory Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
As needed	5:30 p.m.	County Office Building – rooms vary

Meeting Attendance:

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Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	07/06/22	11/09/22								
Jim Andrews	P	P								
Benjamin Baer	A	A								
Ron Goldberg	P	P								
Tim Keller	P									
Leigh Kirchner	A	A								
Peter Lynch	P	P								
David Powell	P	P								
Melanie van Roijen	P	A								
Bruce Vlk	A	P								

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Reviewed one addition to the Hatton AFD

Conducted a periodic review of the Blue Run AFD

Reviewed four special use permit requests on properties adjacent to Districts (SP202200011 Verizon – Scruby Property Tier III PWSF; SP202200014 Woodridge Solar Substation / SP202200015 Woodridge Solar; SP202200001 Misty Mountain Camp Resort; SP202200002 Crossroads Tavern & Inn at Pippin Hill)

Designated Point of Contact: Scott Clark, Conservation Program Manager

Prepared By: Scott Clark



Albemarle Broadband Authority

Provide the day, time, and location for the upcoming meeting schedule.

The Albemarle Broadband Authority's goal is extend affordable broadband internet service access to every customer in Albemarle County. During Fiscal Year 2022/2023 (July 1, 2022 through June 30, 2023). The Albemarle Broadband Authority's mission continues as the work to meet the goal continued throughout Fiscal Year 2022/2023. The primary activity was supporting and monitoring the most significant fiber broadband

project in the history of Albemarle County. The project, in coordination with TJPDC and Firefly Fiber Broadband will extend fiber broadband to more than 5,394 locations, and will include the placement of over 627 miles of fiber. The Albemarle Broadband Authority also continued work with the Broadband Accessibility and Affordability Office, the Virginia Department of Housing and Community Development, and Brightspeed on a fiber broadband project nearing completion. This project placed over 90 miles of fiber to offer fiber broadband service to over 1,500 locations in the County.

Designated Point of Contact: Mike Culp, Chief Administrative Officer mculp@albemarle.org (434) 296-5891

Prepared By: Mike Culp, Chief Administrative Officer mculp@albemarle.org (434) 296-5891



Boards and Commissions Annual Report - 2023

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

Albemarle Conservation Easement Authority

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
2 nd Thursday of each month	4:45 pm	Room 241

Meeting Attendance:

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Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	7/14/22	08/11/22	10/13/22	12/08/22	01/12/23	03/09/23	04/13/23	05/11/23		
Sherry Buttrick	P	A	P	P	P	A	P	P		
Rose Emery	P	P	A	P		P	P	P		
David Emmitt	P	P	A	P	P	P	A	P		
Jay Fennell	A	P	P	P		P	P	P		
Anne Izard					P	P	A	A		
Sharon Merrick	P	P	P	A	P	P	A	P		
John P. Moore	A	P	P	A	A	A	A	A		
Hamilton Moses	P	P	A	P	A	A	P	P		
Peter Taylor	P	P	P	P	P	A	P	A		

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

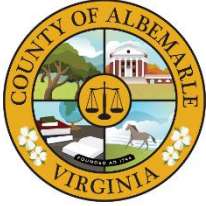
Reviewed ten new conservation-easement donation proposals

Reviewed one proposed ACE easement

Reviewed two requested approvals from easement landowners

Designated Point of Contact: Scott Clark, Conservation Program Manager

Prepared By: Scott Clark



Boards and Commissions Annual Report - 2023

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

Albemarle County Service Authority (ACSA)

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
3rd Thursday of each month	9:00 am	Albemarle County Service Authority Board Room 168 Spotnap Road, Charlottesville, VA 22911 Electronic participation available via Zoom- in accordance with ACSA Remote Participation Policy

Meeting Attendance:

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Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	07/21/22	08/18/22	09/15/22	10/20/22	11/17/22	12/15/22	01/19/23	02/16/23	03/16/23	04/20/23
Richard Armstrong	P	P	P	P	P	P	P	P	P	P
Nathan Moore	P	P	P	P	P	P	P	P	P	P
Dr. Lizbeth Palmer	A	P	P	P	P	P	P	P	P	P
John Parcels	P	P	A	P	P	P	P	P	P	P
Clarence Roberts	P	A	P	P	P	P	P	P	P	P
Charles Tolbert	P	P	P	P	P	P	P	P	P	P

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

The ACSA in 2023 has moved forward on accomplishing its strategic objectives. We have continued to provide a high level of service to our 22,000 water and sewer customers in Albemarle County.

The ACSA Board of Directors meets monthly, and has a public option to also participate virtually on Zoom. New rates for July 1 have gone into effect following a newsletter to every customer in May. The FY '23-24 budget was adopted by the Board and went into place on July 1 as well.

We recently adopted a new five-year Strategic Plan to focus on important future forward initiatives that are improvements in the services we provide to our customers. We have identified four strategic focus areas to act upon: Data Optimization (data management initiatives); Business Resilience (continuity of business and environmental sustainability); Customer Experience (improving the customer experience with the ACSA); Employee Experience (work force initiatives). A copy of the plan is attached.

We continue quarterly communications to our customers with their bills/ebills and sent in May a communique on the Annual Water Quality report. We maintain an active website that is regularly updated with ACSA news, as well as online bill payment options for our customers. We also are active users of social media (Twitter and Facebook) with regular information to our customers including any service outages or major repairs.

We have a \$11.5 million capital improvement program that focuses on major system replacement and rehabilitation. A major project is the replacement of all 22,000 meter with AMI- Advanced metering that will allow us to detect leaks, provide water conserving actions, and provide real time water use to our customers via an online portal.

We pride ourselves on our motto of Safe, Clean, Reliable Albemarle Water at a good value.

We annually publicly report out to our Board and customers in January and have attached the most recent copy of that report. Another similar annual report is scheduled for presentation in January, 2024.

Designated Point of Contact: Gary O'Connell, Executive Director

Prepared By: Gary O'Connell, Executive Director

Committee Members Meeting Attendance (Albemarle County Board of Supervisors Appointed Representatives Only):

[illegible][illegible]

2023
-through-
2027

THE ALBEMARLE COUNTY SERVICE AUTHORITY

STRATEGIC FIVE-YEAR PLAN



Data Optimization

Conduct a comprehensive review of all data and their sources to ensure proper access, classification, and utilization.

COMPREHENSIVE REVIEW OF SYSTEMS

Conduct a thorough data mapping and analysis of all existing software and integrations to determine opportunities for improved efficiency.

DOCUMENT MANAGEMENT SYSTEM

Perform classification of data to ensure proper management, and the procurement and implementation of a new Document Management System.

SYSTEM MONITORING AND REPORTING

Review, maintain, and secure the data that we collect and share with users through dashboards or other reporting methods.



Business Resilience

Ensure the current and future operations continue to function to serve our customers and meet environmental and climate action goals.

BUSINESS CONTINUITY PLANNING

Develop a Business Continuity plan to ensure the continual operations during unplanned events.

ENVIRONMENTAL SUSTAINABILITY

Enhance environmentally friendly practices and policies to reduce our carbon footprint and support global efforts to combat climate change.

OPTIMIZATION OF RESOURCES

Perform an audit of current space, assess staffing levels, and explore opportunities to leverage consulting services in support of staff.



Customer Experience

Provide best-in-class service ensuring the needs of our customers are exceeded.

CUSTOMER EXPERIENCE VISION

Perform a comprehensive analysis of services and interactions as experienced through the eyes of our customers.

CUSTOMER INFORMATION SYSTEMS (CIS)

Develop a modern and integrated CIS platform that provides clear, concise information to customers.

CUSTOMER ENGAGEMENT OPPORTUNITIES

Enhance customer outreach to include community events, new customer orientations, and other important information through a variety of communication tools.



Employee Experience

Retain and recruit a highly-skilled workforce and provide employees with resources and opportunities for professional growth.

RECRUITMENT AND RETENTION

Explore strategies to ensure that we are attracting highly qualified candidates and ensure our workforce remains motivated and satisfied.

EMPLOYEE ENGAGEMENT OPPORTUNITIES

Perform a comprehensive analysis of current practices and create new opportunities to ensure the ACSA is a great place to work.

TRAINING AND EDUCATION PROGRAM

Review current learning opportunities to ensure quality, cost-effective training that increases employee and organizational productivity and enrichment.

THE ALBEMARLE COUNTY SERVICE AUTHORITY

STRATEGIC FIVE-YEAR PLAN



Data Optimization



Conduct a comprehensive review of all data and their sources to ensure proper access, classification, and utilization.

1

COMPREHENSIVE REVIEW OF SYSTEMS

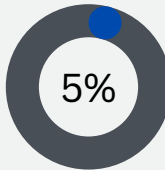
Conduct a thorough data mapping and analysis of all existing software and integrations to determine opportunities for improved efficiency.

STATUS

Started a list of mapping. RFP for feasibility study of ESRI Utility Network

SUCCESS RESULT

All data collected is mapped. Additional efficiencies are identified and scheduled with each software application.



2

DOCUMENT MANAGEMENT SYSTEM

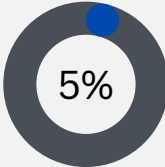
Perform classification of data to ensure proper management, and the procurement and implementation of a new Document Management System.

STATUS

Records Management Policy is under review (Library of Virginia)
Develop data "Classifications" to develop RFP for document management system.

SUCCESS RESULT

Data is classified and properly maintained, all documents are digitized and stored in a secured Document Management System.



3

SYSTEM MONITORING AND REPORTING

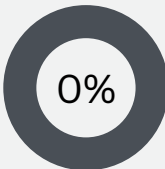
Review, maintain, and secure the data that we collect and share with users through dashboards or other reporting methods.

STATUS

Data classification first step with mapping (see above)

SUCCESS RESULT

All data is properly managed and secured and dashboards are utilized across the organization.



THE ALBEMARLE COUNTY SERVICE AUTHORITY

STRATEGIC FIVE-YEAR PLAN

2023
-through-
2027



Business Resilience

Ensure the current and future operations continue to function to serve our customers and meet environmental and climate action goals.

1

BUSINESS CONTINUITY PLANNING

Develop a Business Continuity plan to ensure the continual operations during unexpected events.

STATUS

IT has revised and tested their Disaster Recovery, reviewing checklist in ERP, regional exercise scheduled. First-Come-First-Served policy before the Board of Directors in June.

SUCCESS RESULT

Completion of a Business Continuity Plan document.

5%

2

ENVIRONMENTAL SUSTAINABILITY

Enhance environmentally friendly practices and policies to reduce our carbon footprint and support global efforts to combat climate change.

STATUS

Electrical vehicle budgeted in Engineering. Working on vehicle charging stations at Spotnap. Coordinating Urban Water Audit with the City. IT is implementing environmental friendly devices. Facilities updating LED lighting at facilities. Looking to replace the hot water heater as a energy audit recommendation.

SUCCESS RESULT

Progress toward maximizing positive environmental practices.

5%

3

OPTIMIZATION OF RESOURCES

Perform an audit of current space, assess staffing levels, and explore opportunities to leverage consulting services in support of staff.

STATUS

Minutes transcription service. Role restructuring in Administration and IT and IT is doubling up on offices, utilization of applicant pro

SUCCESS RESULT

Current space, staffing levels and evaluation of consultant usage are fully evaluated and recommendations documented.

5%

THE ALBEMARLE COUNTY SERVICE AUTHORITY

STRATEGIC FIVE-YEAR PLAN



Customer Experience

Provide best-in-class service ensuring the needs of our customers are exceeded.

1

CUSTOMER EXPERIENCE (CX) VISION

Perform a comprehensive analysis of services and interactions as experienced through the eyes of our customers.

STATUS

Hiring process for communications manager.
Consolidation of various private development fees (plan review, construction inspection, as-built review). Customer Vision Workshop scheduled September 23'

SUCCESS RESULT

The customer experience vision is defined and enhancements are prioritized.

5%

2

CUSTOMER INFORMATION SYSTEMS (CIS)

Develop a modern and integrated CIS platform that provides clear, concise information to customers.

STATUS

RFP was received for CIS system
Hydrant meter usage- readings streamlined to be submitted through the website.
One year long- feasibility study.
Planned outage map on website.

SUCCESS RESULT

Implementation of a CIS solution that meets the needs of customers through a stable, streamlined, and integrated platform.

10%

3

CUSTOMER ENGAGEMENT OPPORTUNITIES

Enhance customer outreach to include community events, new customer orientations, and other important information through a variety of communication tools.

STATUS

Hiring process for Communications Manager
Two newsletters sent out.
Rain Barrel Workshop, Riverfest Event

SUCCESS RESULT

Pertinent information is provided to customers in their preferred manner.

10%

THE ALBEMARLE COUNTY SERVICE AUTHORITY STRATEGIC FIVE-YEAR PLAN

2023
-through-
2027

Employee Experience



Retain and recruit a highly-skilled workforce and provide employees with resources and opportunities for professional growth.

1

RECRUITMENT AND RETENTION

Explore strategies to ensure that we are attracting highly qualified candidates and ensure our workforce remains motivated and satisfied.

STATUS

Market Rate Increase.
Vacation carryover
Faster background checks

SUCCESS RESULT

Implement recruitment and retention strategies.

10%

2

EMPLOYEE ENGAGEMENT OPPORTUNITIES

Perform a comprehensive analysis of current practices and create new opportunities to ensure the ACSA is a great place to work.

STATUS

Reward Builder Program.
New Evaluation Form Draft
Post-Accident Testing Draft Review

SUCCESS RESULT

Implement employee engagement strategies.

5%

3

TRAINING AND EDUCATION PROGRAM

Review current learning opportunities to ensure quality, cost-effective training that increases employee and organizational productivity and enrichment.

STATUS

Supervisory Training(s)
CDL Training,
Emergencies Training

SUCCESS RESULT

Employees are properly trained and have equal opportunities to pursue advanced education and training programs.

5%



**2022 ANNUAL REPORT
SUCSESSES AND ACCOMPLISHMENTS**

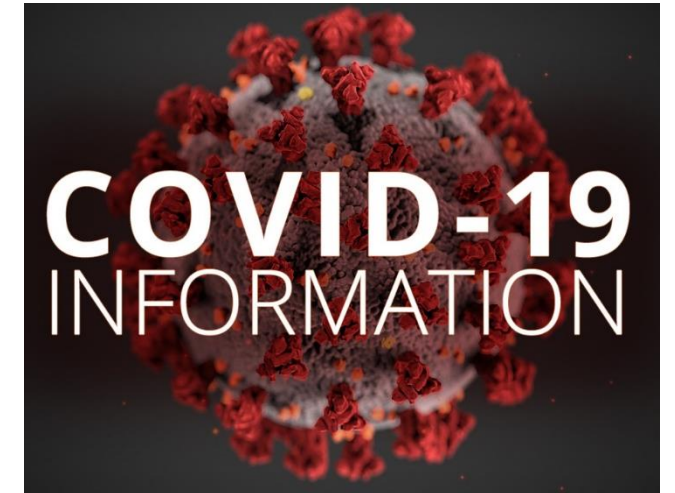
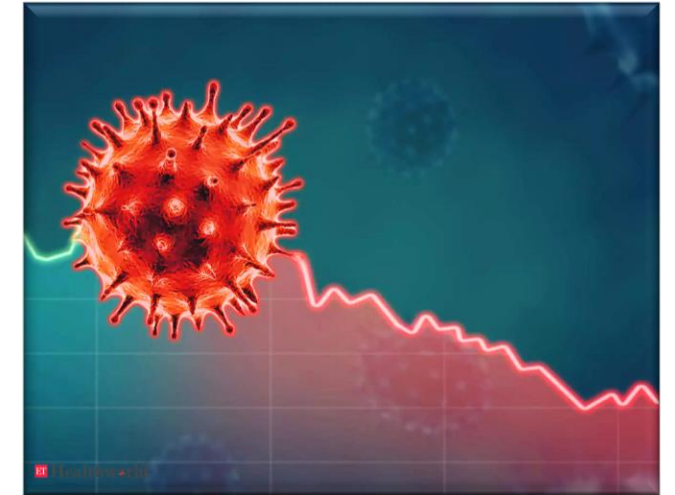
Board of Directors' Meeting

January 19, 2023

OVERCOMING COVID'S CHALLENGES

Overcoming COVID challenges for now three years running by:

- Continuing operations seamlessly;
- Keeping the water flowing;
- Maintaining a high-level of customer service;
- Providing safe drinking water;
- Working intensely with customers behind on payments;
- Returning to “normal”;
- Reopening to the public in April 2022;
- Providing a new payment drop box for customers.



FULFILLING OUR STRATEGIC PLAN

- Safe, Clean, Reliable
- Blueprint for Excellence in Customer Service, Technology and Environmental Sustainability
- Significant Progress on all the Key Initiatives
- Final Three-year Report
- Completion by December 2022



**ACSA Strategic Planning
List of Goals, Strategies, and Implementation Tasks
2020-2022**

Strategy	Implementation Task	Completion Status	Notes	Task Leader & Staff	Project Completion Status
1. AMI - Advanced Metering	1. Present a final recommendation for ACSA Board approval to execute a contract for AMI deployment.	Staff executed contract. First contract terms signed and contract awaiting being finalized.	Finalized contract.	Chad Lunsford	●
	2. Develop and execute a "Pilot" Proof of Concept (POC) phase. First phase.	First phase of contract. Equipment on order. Software and communications testing complete early this year. Two collectors (terminals) and 10 endpoints (meters) installed and tested. POC to be finalized in January 2021.	Successful installation and testing of a limited number of collectors, endpoints, and endpoints in a controlled environment. The AMI hardware software, and the integration of meter data from the AMI hardware to the meter data management system (MDMS). The intent of this phase is to prove out basic network connectivity and system functionality.	Chad Lunsford	●
	3. Develop and execute a "Pilot" POC phase. Second phase.	All meters successfully deployed April 2021. Successfully deployed all meters about 1.5" - 4" and completed the phase of hardware and most of circuit. Total number of meters installed through both "Pilot" phases is 1,700 meters.	Successful installation and testing of all communications and hardware infrastructure. Full deployment of field endpoints, and the testing of system interfaces representing basic functionality, including integration with the existing system.	Chad Lunsford	●
	4. Develop and execute Full Deployment. First phase.	First phase of approximately 500 meters/communication devices to be deployed in spring 2022. First phase for the remaining 10,500 meters is set for spring 2022. Deployment is in progress.	Successful installation of remaining meters and endpoints.	Chad Lunsford	●
	5. Develop and execute a comprehensive customer communication system. Customer communication system. Customer communication system. Customer communication system.	Developed and executed a "Pilot" phase. Customer communication system. Customer communication system. Customer communication system.	Communication with our customers via meter, electronic, and by other means as appropriate. Customer communication system. Customer communication system. Customer communication system.	Chad Lunsford	●
	6. Develop a technical solution for field and office staff to support hardware and software associated with the project.	Staff has been trained in hardware information obtained from customer-deployed meters and a comprehensive review of business processes is ongoing.	All staff is able to evaluate and respond to a high level.	Chad Lunsford	●

Adopted July 18, 2019
Updated July 11, 2021
Page 1

Project Completion Status: ● Not Started ● Not Started or in Ongoing Project ● In Progress ● Completed or Continuing Strategy

BOARD POLICY ISSUES – “THE YEAR THAT WAS”

Rate Study

June Adoption (five months):

- Budget
- Rates
- Capital Improvements Program
- Compensation Study Recommendations
- Rules and Regulations

Disconnection Policy (reinstated after two and half years)

Customer Assistance Grants for \$385,000 and New Low-Income Household Assistance Program

Contractor Agreement/Mediation

Financial Reports and Year-End Appropriations

Capital Project Reports and Updates

ACSA Investment Policies Review

Northern Urban Water System Cost Allocation, Upper Morey Creek Sewer Line Transfer and Upper Woodbrook Sewer Transfer

Virtual to In-Person Board Meetings with a Public Virtual Option

Purchasing and Design Build Procedures

BOARD BACKGROUND/OPERATIONAL PRESENTATIONS

**ERP – New Munis
Financial and Human
Resources System**

**Cybersecurity
Assessment Update**

Easement Clearing

**AMI Project Status
Reports – Customer
Video**

**Water Quality
Updates**

**Cityworks Demo –
Service Requests,
Work Orders,
Inventory, Reporting;
Monthly Updates**

**ARC GIS
(Geographic
Information System)**

**Customer Arrearages
Report**

Supplier Issues

**Construction and
Engineering
Contracts**

**ARV's and
Autoflushers**

Exclusion Meters

Energy Audit

**Strategic Plan
Updates**

**Four-Story Backflow
Retrofit**

ACSA MANAGEMENT AND LEADERSHIP TEAM



Gary O'Connell, Executive Director



Quin Lunsford, Director of Finance



Jeremy Lynn, Director of Engineering



Mike Lynn, Director of Operations



**Emily Roach, Director of Human
Resources & Administration**

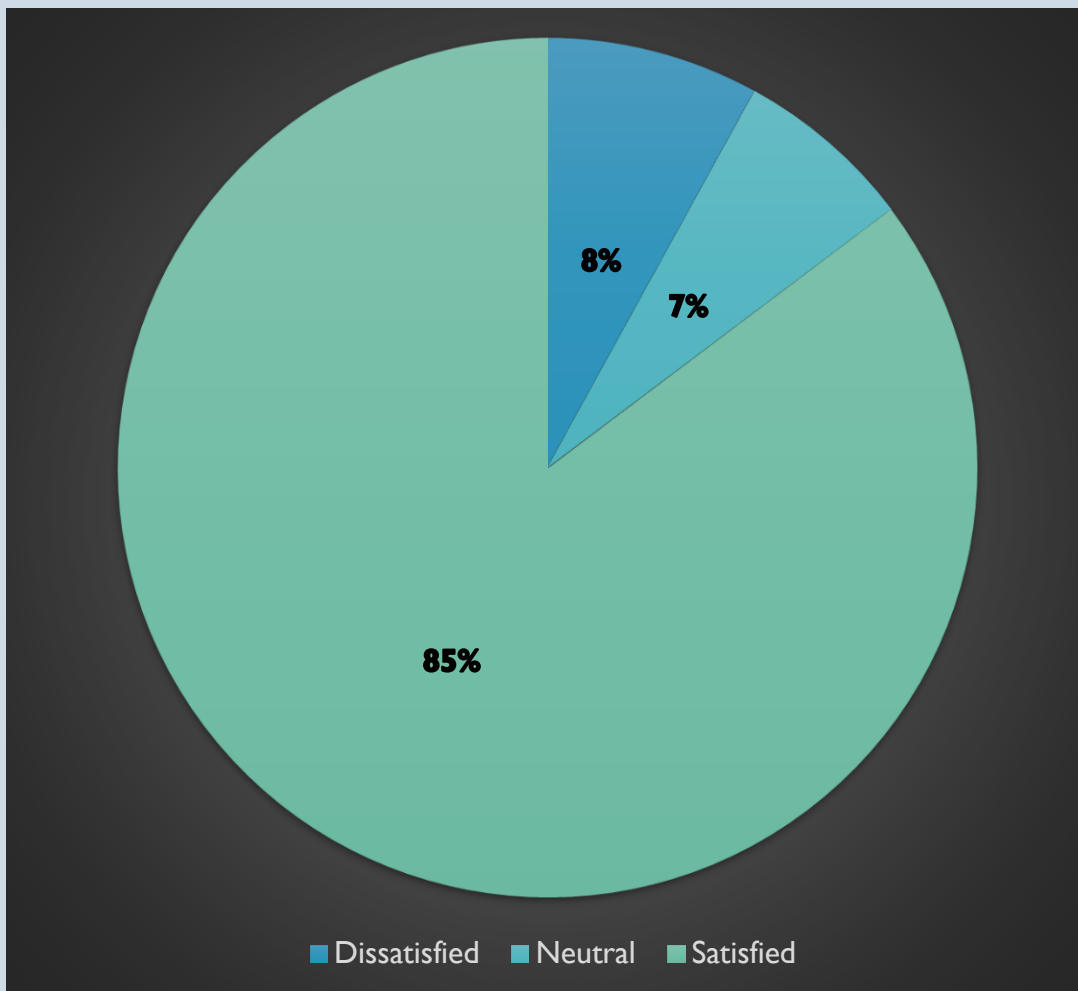


**April Walker, Director of Information
Technology**

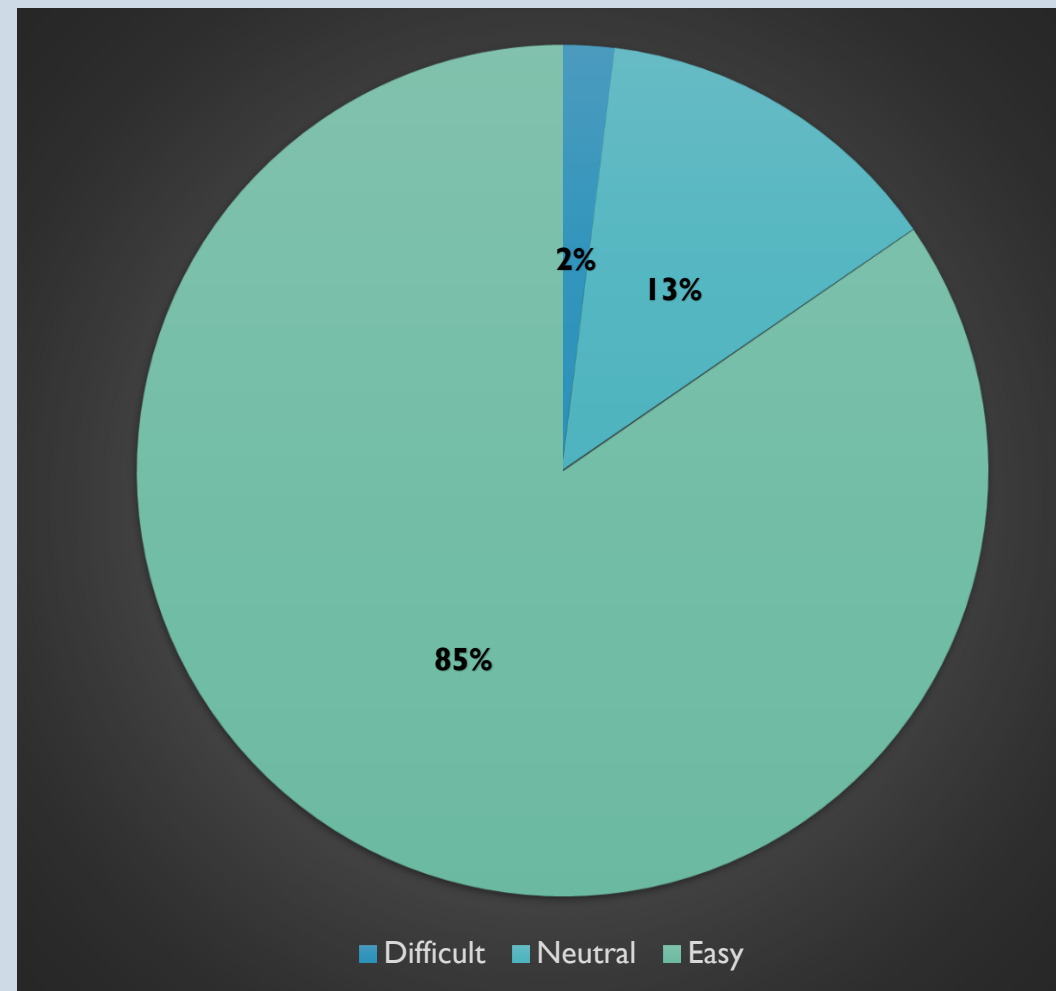


THE "HEART AND SOUL" OF THE ACSA
IS OUR EMPLOYEES

2022 OVERALL CUSTOMER EXPERIENCE SURVEY RESULTS

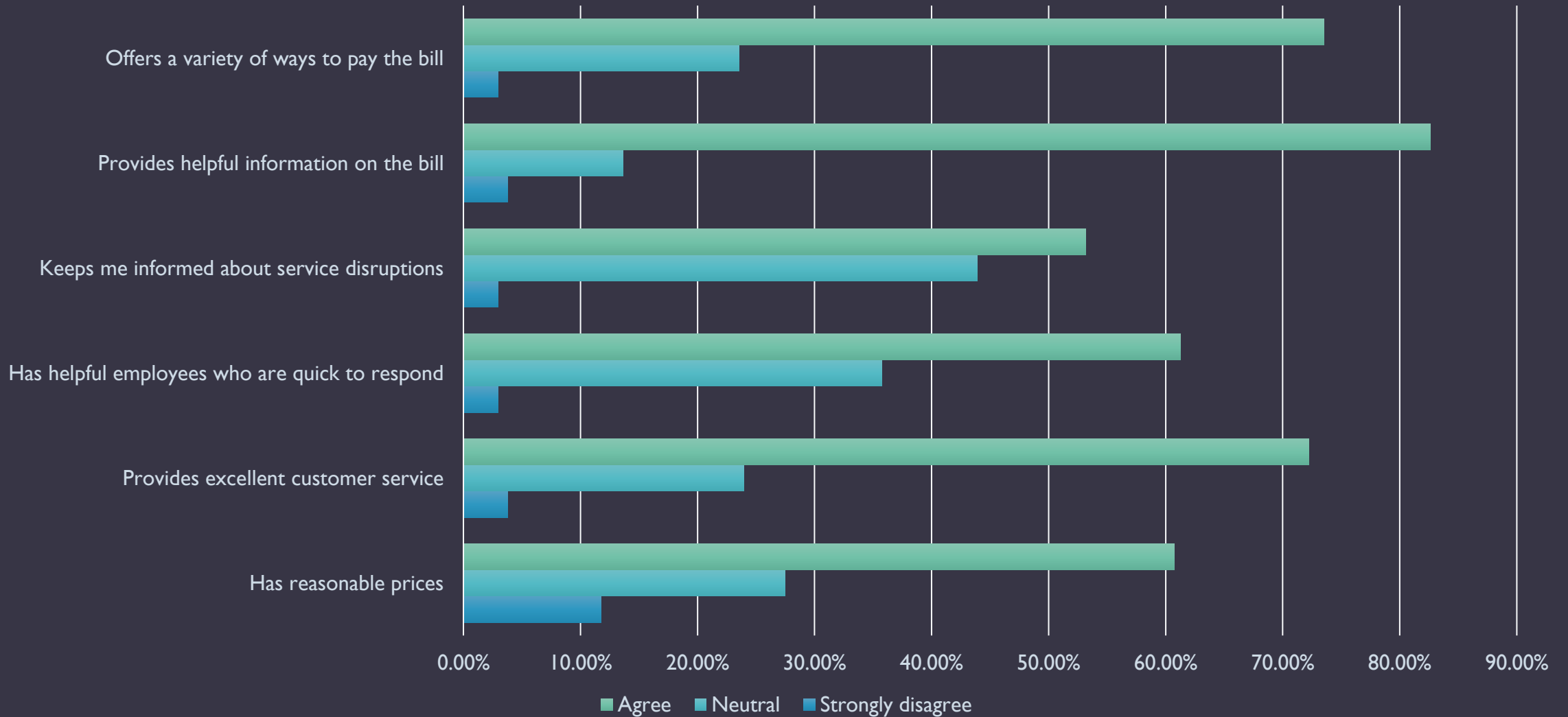


Overall, how satisfied are you with the ACSA?

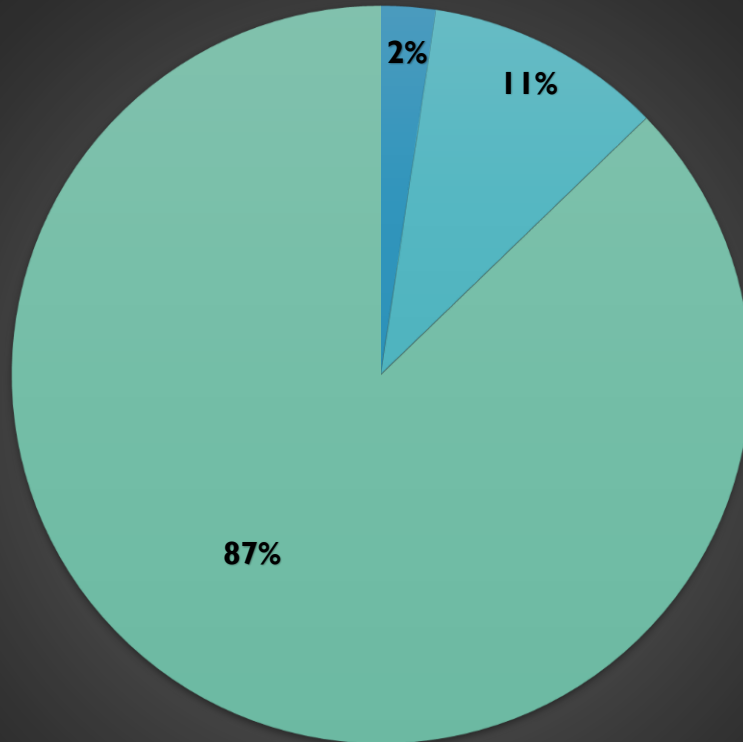


Overall, how would you rate the ease of doing business with the ACSA?

Please tell us how strongly you agree or disagree with the following statements:

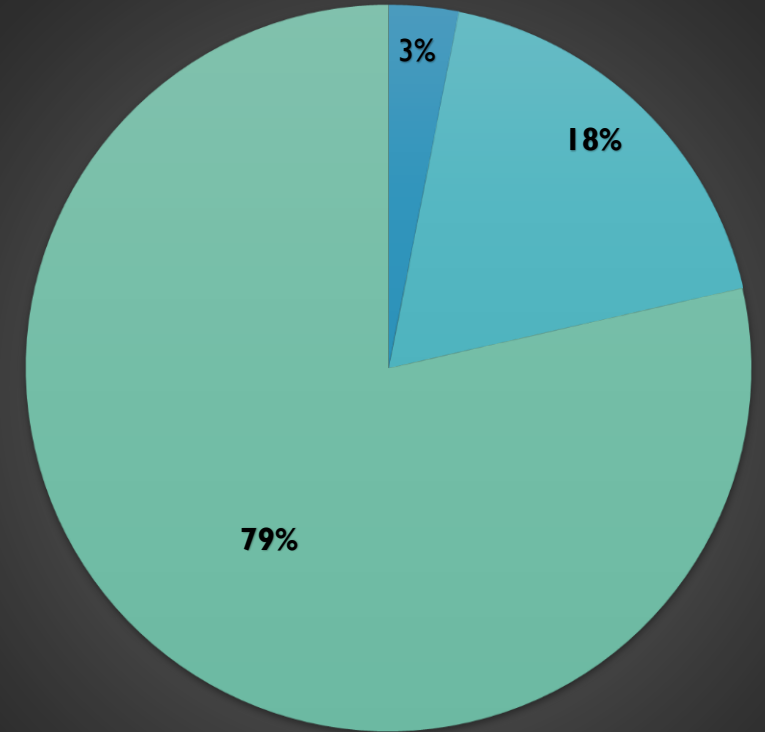
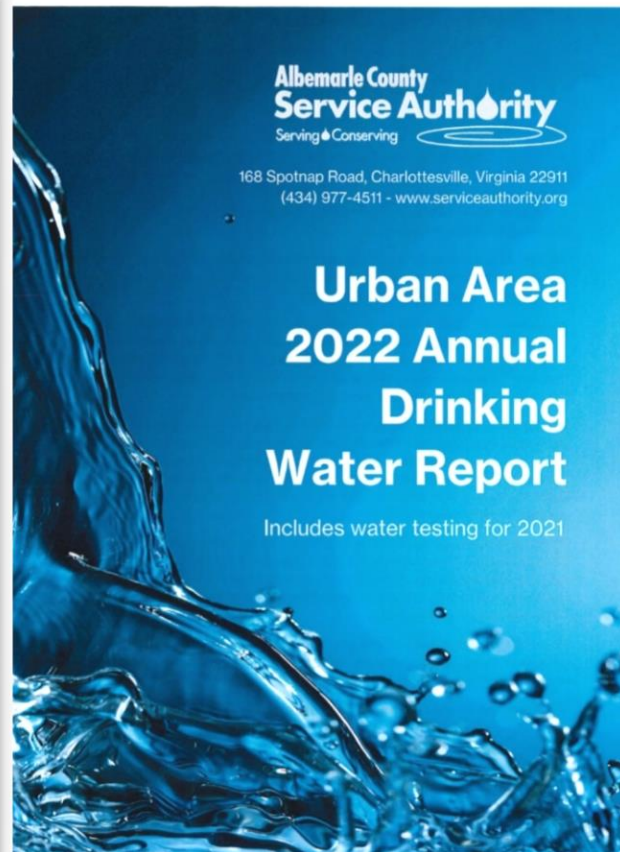


WATER QUALITY SATISFACTION



■ Disagree ■ Neutral ■ Agree

"Provides safe and reliable water service"



■ Disagree ■ Neutral ■ Agree

"Communicates useful information about my water"



2022 SUCCESSES AND ACCOMPLISHMENTS

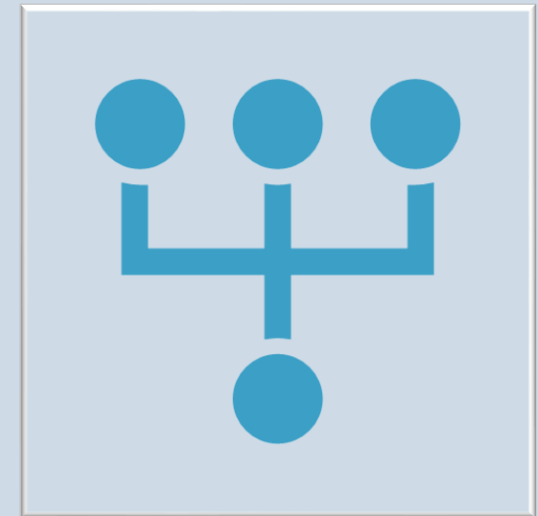
KEY ACCOMPLISHMENTS

- **Succession transitions successful**

- ☐ April Walker, Director of Information Technology
- ☐ Brendan Ganz, Systems Engineer
- ☐ Jeremy Lynn, Director of Engineering
- ☐ Justin Weiler, Senior Civil Engineer
- ☐ Dwayne Shifflett, Crew Leader
- ☐ Robbie Lawson, Operations Supervisor
- ☐ WJ Lamb, CCTV Technician
- ☐ Josh Chidester, Senior Meter Technician
- ☐ Mike Derdeyn, ACSA Attorney

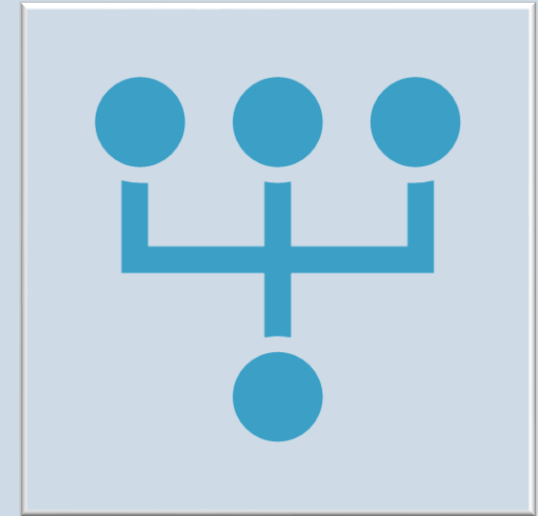
- **Succession training career development**

- ☐ UVA Darden School Executive Education
- ☐ BizLibrary
- ☐ Ongoing professional development and skill-building training



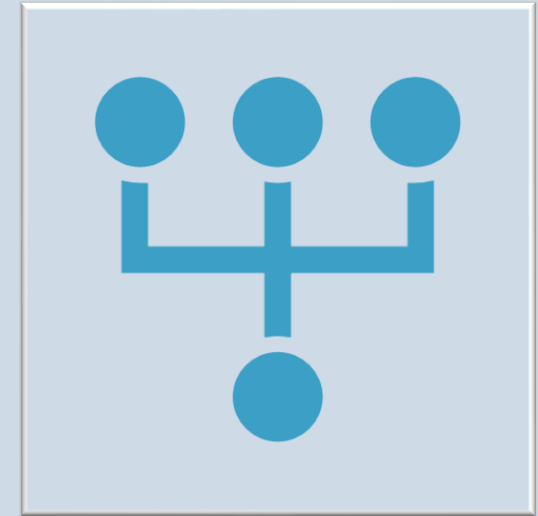
KEY ACCOMPLISHMENTS (CONTINUED)

- AMI Network Infrastructure Completed
- Cityworks
- Strategic Plan Complete
- Compensation Study
- Customer Survey Feedback
- MyWater Branding
- Best Practices Review – Overall
- Cyber (CSIS) Security



OTHER ACSA ACCOMPLISHMENTS

- Munis – New Financial System
- Capital Projects – Upgrades
- Institutionalize with Training – Emergency Response Plans
- Customers in Arrears – Payment Plans, Customer Assistance
- E-Pay, Paymentus – 70% Electronic Payments
- Customer Experience Project
- Exclusion Meter Project
- Imagine a Day Without Water - Artwork



HESSIAN HILLS WATER MAIN REPLACEMENT

- This project followed our Strategic Plan goal to replace aging and undersized water mains throughout our system.
- It also eliminated a small amount of PVC main installed in the early 1980's.
- Night work was required along Barracks and Georgetown Roads due to high traffic volumes.



OAK FOREST PUMP STATION ABANDONMENT PROJECT

- This wastewater pump station was constructed 35 years ago by private development and the original equipment was wearing down.
- The building and wet well were also undersized and deteriorating.
- With the development of the Stonefield area between Route 29 and Commonwealth Drive, ACSA staff identified a sewer main extension project that could eliminate this aging pump station and avoid an expensive upgrade.



JEFFERSON VILLAGE WATER MAIN REPLACEMENT

- The project addressed the goal in our Strategic Plan for the eventual replacement of all asbestos-cement water mains in our system.
- The existing water mains were approximately 49 years old and had reached the end of their useful life.
- As a former well system that was connected to public water, many of the mains were also undersized.



FUTURE 2023 YEAR AT ACSA

- High quality service continuing
- AMI next phase to get underway
- Budget/Rates for FY '24
- New Strategic Plan for 2023-2025

A large, blue, 3D-rendered number '2023' is centered on a white and light gray checkered background. The numbers have a metallic, reflective texture and are cast with soft shadows.



Boards and Commissions Annual Report - 2023

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

Architectural Review Board

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
1 st and 3 rd Monday each month	1:00 pm	Lane Auditorium, McIntire County Office Building

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	07/05/22	07/18/22	08/01/22	08/15/22	09/06/22	09/19/22	10/03/22	11/07/22	11/21/22	12/05/22
Chris Henningsen	P	P	P	P	P	P	P	P	P	P
Dade Van Der Werf	A	P	A	P	P	P	P	P	P	P
Taro Matsuno	P	P	P	P	P	P	P	P	A	P
Frank Stoner	A	A	P	P	A	P	A	P	P	P
Frank Hancock	P	P	P	P	P	P	A	P	P	P

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

During the 2022-2023 year the following activities occurred:

- Nineteen meetings were held;
- Five items were reviewed on the Consent Agenda;
- Nineteen meeting minutes were approved;
- Twenty regular review items were presented;
- Seventeen work sessions were held

Designated Point of Contact: Margaret Maliszewski

Prepared By: Carolyn Shaffer, Clerk

Committee Members Meeting Attendance (Albemarle County Board of Supervisors Appointed Representatives Only):

[illegible][illegible]



Boards and Commissions Annual Report - 2023

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

Audit Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
Semi-annual as needed	2:30 pm 1:30 pm	COB McIntire Room 241 Zoom Platform

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	11/30/22	05/31/23								
Ellen Osborne	P	P								
Rosalyn Schmitt	P	N/A								
Ned Gallaway	P	P								
Jim Andrews	P	P								
Jeff Richardson	P	P								
Nelsie Birch	P	N/A								
Jacob Sumner	N/A	P								
Jackson Zimmermann	N/A	P								

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

The Audit Committee meets in the Spring to kick off the Audit season by reviewing the workplan established by the external auditors and in the Fall to review the results of the Audit. The County transitioned auditors between the FY22 audit and the FY23 audit. At the November 30th meeting, Robinson, Farmer, Cox, and Associates presented the FY22 audit results. At the May 31st meeting, Brown Edwards was introduced as the new audit firm. Brown Edwards presented their audit plan for the FY23 audit.

Designated Point of Contact: Jacob Sumner

Prepared By: Jacob Sumner

Prepared By: Bill Henry



Boards and Commissions Annual Report - 2023

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

Albemarle County Department of Social Services Advisory Board (Board of Social Services)

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
3 rd Tuesday of each month	3:30	1600 Fifth Street Extended, Charlottesville, VA Room 231

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	08/16/22	09/20/22	10/18/22	12/20/22	2/23/23	3/21/23	5/16/23	6/20/23		
Willie May Gray	P	P	P	P	P	P	P	P		
Sarah Harris	P	P	P	A	P	P	P	P		
Mary McIntyre	P	P	P	P	P	P	P	P		
Natalie Detert	P	P	P	P	P	P	P	P		
Amy Laufer	P	P	P	A	P	P	P	P		

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

The Department of Social Services Advisory Board, required by the Code of Virginia, was established by the Board of Supervisors to demonstrate an interest in all matters pertaining to local social services, monitor social service programs, and provide an annual report to the governing body. The Department of Social Services Advisory Board enjoys participation from each of the six magisterial districts, meets monthly with Department of Social Services leadership, and receives monthly departmental updates by unit..

ACDSS tackled the year with a focus on normalizing all the adjustments made in response to the COVID-19 pandemic, which allowed us to be less reactive and more responsive; beginning to stabilize the workforce and

workloads that continued to grow; and balancing the need to plan for the future while knowing that our world is rapidly changing. We were *normalizing, stabilizing, and balancing!*

- Like the rest of the county, and our nonprofit critical partners, we recruited staff for new or vacated positions in a significantly altered work landscape. In previous years, we could anticipate over 100 applications to our postings; in this new world, we attracted sometimes as few as 2. This recruiting atmosphere had the biggest impact on child welfare units which remained 100% in person work in a highly uncertain context.
- Staff worked hard to meet their mandates and provide high-quality care to our community members even as numbers of cases in eligibility continued to increase due to public health emergency benefit policies, and even as community members struggled to make sense of the pandemic and its impact on the economy.
- Child Welfare and Adult Protective Services units served community members in a higher degree of need than before the pandemic. The crisis was more acute and the needs more complex.
- In response to an increase in behavioral health related calls for service from 911, DSS worked with our partners in the police department and fire/rescue department to develop an alternative response to mental health and substance abuse calls using a co-responder model.

As a way to improve the flow and frequency of feedback to DSS leadership, all DSS staff were provided an opportunity to provide anonymous feedback on the performance of the director, deputy director, and three assistant directors. All supervisory staff throughout the department were provided with a copy of the book *'Thanks for the Feedback: the Science and Art of Receiving Feedback Well'* by Douglas Stone and Sheila Heen.

Designated Point of Contact: Kaki Dimock, Chief Human Services Officer, kdimock@albemarle.org

Prepared By: Kaki Dimock



Board of Zoning Appeals

Provide the day, time, and location for the upcoming meeting schedule.

Prepared By: Marsha Alley



County of Albemarle
COMMUNITY DEVELOPMENT DEPARTMENT

401 McIntire Road, North Wing
Charlottesville, VA 22902-4579
Telephone: 434-296-5832
WWW.ALBEMARLE.ORG

ALBEMARLE COUNTY BOARD OF ZONING APPEALS

FY2023 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, 2022 through June 30, 2023 (FY2023).

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 FY2023 were:

<u>Member</u>	<u>Term Expiration</u>
<i>Marcia Joseph, Chair</i>	Reappointed May 23, 2020 for a five-year term to expire May 23, 2025.
<i>Edward "Bo" Carrington, Vice-Chair</i>	Reappointed May 22, 2023 for a five-year term to expire May 23, 2028.
<i>John Shepherd, Secretary</i>	Appointed May 23, 2022 for a five-year term to expire May 23, 2027.
<i>Edgar S. Robb,</i>	Reappointed May 16, 2019 for a five-year term to expire May 23, 2024. Mr. Robb resigned effective December 16, 2022.
<i>Ronald Rosenberg</i>	Appointed February 27, 2023 to complete the unexpired term of Edgar Robb, which expires May 24, 2024. He began service after being sworn in on March 1, 2023.
<i>Kurt Burkhart</i>	Appointed May 6, 2021 for a five-year term to expire May 24, 2026.

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 within Rules of Procedure most recently revised and re-adopted January 3, 2023.

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 FY2023 was consistent with prior years'. BZA members were paid \$45 per meeting. Compensation expenses for FY2023 totaled \$810.00.

In February 2022, the BZA continued its legal services engagement with James Bowling, IV of St. John, Bowling & Lawrence, PLC for FY2023 in the amount of \$350 per hour with an annual cap of \$5,000. Though this rate represents a \$50 per hour increase from the two previous years, legal counsel expenses for FY2023 remained \$5,000.00.

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 Management Analyst II who serves as the Recording Clerk.

V. ACTION SUMMARY

The BZA held four meetings in FY2023. The submittals and actions considered by the BZA are shown in the following tables:

Appeals

Five appeals were forwarded to the BZA in FY2023.

<u>Application #</u>	<u>Appellant or Project Name</u>	<u>Issue</u>	<u>Action</u>
AP2022-001	WNG, LLC – Homestay	Appeal of a Zoning Administrator's Determination regarding Homestay Ownership requirements	On 9/13/2022, the appeal was withdrawn.
AP2022-002	801 Franklin Street Appeal of Zoning Determination, ZVIO#2022-076, dated May 5, 2022	The Zoning Administrator's Determination that storage of portable toilets in the flood hazard overlay district was not a permitted use.	On 8/2/2022, the BZA reversed the Zoning Administrator's determination by a 3:2 vote.
AP2022-003	Berkmar Flats Appeal of Zoning Determination, LOD2022-005, dated September 27, 2022	The Zoning Administrator's Determination that Section 2.4.1 of the Zoning Ordinance does not permit the application of bonus factors on the subject property.	On 1/3/2023, the BZA reversed the Zoning Administrator's determination by a 4:0 vote.
AP2023-001	Appeal of HO2023-002: Legal Gun, LLC, dated February 17, 2023	The Zoning Administrator's approval of a zoning clearance for a Major Home Occupation at 2822 Free Union Road (HO 2023-2).	On 6/6/2023, competing motions and tie votes (2:2) resulted in no action by the BZA affecting the Zoning Administrator's determination.
AP2023-002	Appeal of March 2, 2023 determination of Lea Brumfield, Senior Planner, Zoning, Homestay Request	The zoning determination that a cabin on the Subject Property cannot support an accessory homestay use without an accompanying primary use in the County.	On 6/6/2023, the BZA reversed the Zoning Administrator's determination by a 4:0 vote.

Special Use Permits

One special use permit application was heard in FY2023.

<u>Application #</u>	<u>Applicant or Project Name</u>	<u>Issue</u>	<u>Action</u>
SP2022-016	Charlottesville Catholic School Electric Message Sign	Request to install an off-site electric message sign	Approved with Conditions (5-0) on 8/2/2022

Variance

No variance applications were heard in FY2023.

Business/Organizational Meetings

An organizational meeting was held January 3, 2023 to elect new officers. In addition to hearing the above applications and appeals, the BZA also conducted the following business:

- On August 2, 2022, the BZA reviewed its procedural and contractual business.
- On May 2, 2023, the BZA recognized a milestone for Edgar Robb's service on the BZA and reviewed the documentation of official decisions and the information to be included in the meeting materials.
- The BZA has held an ongoing discussion in effort to determine the content of motions and the possibility having the motions displayed so that everyone would be aware of the exact wording of the motions.
- As of June 20, 2023, regular meetings have been scheduled with the Chair and the Vice-Chair and staff.
- The BZA welcomed a new member, Ronald Rosenberg, during this fiscal year which completed the membership.

VI. COURT ACTION

The BZA was not involved in any Court action(s) in FY2023. By law, the BZA is not an active participant in Circuit Court proceedings beyond compiling and submitting its record.



Boards and Commissions Annual Report - 2023

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

Charlottesville-Albemarle Airport Authority Board

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
2 nd Tuesday of every other month	8:30 a.m.	Location varies from Airport, County Office Building, and City Space

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	09/27/22	11/8/22	01/10/23	3/14/23	06/13/23					
Donald Long	P	P	P	P	P					
Jeff Richardson	A	P	P	P	P					

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

- Established the FY-2023 Employee Benefit Amounts which includes Wellness Program, Education Assistance and Snow Pay.
- Approved Amendment#1 to the FY-2023 Operating Budget.
- Authorized the CEO to Submit a PFC Application
- Approved Resolution No. 2022-10 "Authorization for the CEO to Award and Administer the HVAC Contract".

- Approved Resolution No. 2022-11 "Authorization for the CEO to Award and Administer the Creative Marketing Contract".
- Approved Resolution 2022-12 "Authorization for the CEO to Award & Administer the On-Airport Rental Car Service Concessions Contracts"
- Approved Amendment#1 to FY-2023 Capital Improvement Budget
- Approved Resolution No. 2022-13 and 2022-14 regarding Virtual Meetings
- Approved Resolution No. 202215 "Authorization for the CEO to Award and Administer the Website Design and Support Services Contract"
- Approved Amendment#2 to FY-2023 Capital Budget
- Reviewed Terminal Area Master Plan for future projects
- Accepted the FY-22 Annual Comprehensive Financial Report
- Appointed the 2023 Audit Committee Members
- Approved Amendment#3 to the FY-23 Capital Budget
- Established the FY-23 and FY-24 Employee Retention Bonus
- Approved Amendment#4 to the FY-24 Capital Budget
- Approved the FY-2024 Operating Budget and 6-Year Capital Plan
- Appointed a new Secretary/Treasurer to the Board
- Investigated Revisions to the Airport Investment Policy
-

Designated Point of Contact: CEO, unknown at this time

Prepared By: Jessica Conley



Boards and Commissions Annual Report - 2023

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

Charlottesville Albemarle Convention and Visitors Bureau Executive Board

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
4 th Monday of Even Months, except December, Third Monday.	2:00 PM	Various Locations: Lewis and Clark Exploratory Center, Hillsdale Conference Center, etc.

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	8/22/2022	10/24/2022	12/19/2022	3/6/2023	4/24/2023	6/26/2023				
Bea LaPisto-Kirtley	P	A	P	P	P	P				
Roger Johnson	A	P	P	P	A	R				
Emily Kilroy						P				
Gabe Silver	P	A	A	P	P	P				
Susan Krischel	A	P	A	P	P	P				
John Wharton			P	P	P	P				
Jay Pun	A	P	A	P	P	P				
Russ Cronberg	P	P	P	P	P	A				
George Hodson	P	P								

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Provided an ongoing tally of overnight stay performance metrics in the way of hotel occupancy, average daily rate, and revenue per available room. Also outlined goals, objectives and key results of the CACVB team as well as measures of success. A full report can be found in the Public Document submitted to the Board of Supervisors in March 2022 and also attached to the submission email with this report.

Designated Point of Contact: Christopher Ridder, 434-906-4077, cridder@albemarle.org

Prepared By: Christopher Ridder

Charlottesville Albemarle
Convention and Visitors Bureau
Operating Plan
Fiscal Year Ending June 30, 2024



Charlottesville Albemarle
Convention and Visitors Bureau

Operating Plan
For the Fiscal Year Ending June 30, 2024

Executive Summary

The Charlottesville-Albemarle Convention and Visitors' Bureau Executive Board (CACVB) is an innovative, collaborative and service-oriented destination marketing and management organization that welcomes all visitors to Charlottesville and Albemarle County with the goal of improving the quality of life for residents and supporting a robust tourism ecosystem. This ecosystem is sustained and enhanced through partnerships with all tourism-related businesses and attractions in Charlottesville and Albemarle County. The CACVB is solely funded through a portion of the Transient Occupancy Tax (TOT), generated through overnight stays in our wide variety of accommodations. As the CACVB grows the TOT tax base, our budget grows. Therefore, welcoming all visitors to stay overnight is the primary mission of our organization.

- **Administrative:** The CACVB staff is the most knowledgeable, approachable and accurate resource for wholistic visitor information in Charlottesville and Albemarle County. The CACVB is a responsible steward of public funds and supports its team internally to work collaboratively, joyfully and effectively.
- **Promotion:** The CACVB promotes our community through inclusive and welcoming Marketing, Public Relations and Sales efforts. These efforts are enhanced by our team's individual passion for telling authentic stories, our destination's wealth of amenities, a diverse array of businesses and attractions, and emphasizing and supporting partnerships.
- **Visitor Services:** The CACVB proactively serves our tourism partners, potential visitors, and visitors by responding to inquiries, providing brochures individually and in bulk, and at our Mobile Visitor Center locations in the City and County. There is visitor information available Monday through Friday at the McIntire County Office Building Visitor Entrance when that building is open, and there will be a future partnership between the CACVB and UVA for visitor services at the UVA Hotel and Conference Center.
- **Community Support & Service:** The CACVB acts as a resource to serve all tourism-related businesses/attractions and the community in Charlottesville and Albemarle County, especially with the goal of fostering collaboration. The CACVB collaborates with hundreds of businesses, attractions and individuals every year providing support in grant writing, connecting partners for the betterment of all involved and educating people on how to access the robust visitor economy.

The report below shares more about the history and specifics of our organization and Executive Board in the **Introduction**. Our **Mission Statement & Value Proposition; Vision, Values & Equity, Organizational Structure**, and **Strategic Plan** illustrate how and why we do our work. Finally, the **Budget Summary** shows our revenue and expenditures, as well as breakdowns in key budget areas with details on how we provide a strong return on investment to our localities. Thank you for your continued investment in our community and our organization.

Introduction

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 February 25, 2022 with a third amended operating agreement with an adjusted Executive Board structure, fund balance provisions and diversity, equity and inclusion language. 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 (TOT) generated by guests staying overnight in City and County lodging properties, which equals 30% of the first 5% of the TOT for each locality. (Any amount over 5% of the TOT for each locality goes directly to the general fund with no portion coming to the CACVB.) The FY2024 budget is based on TOT collections from FY2022 and will increase to \$2,358,875, reflecting TOT collected from July 2021 – June 2022 and an initial TOT recovery from COVID.

The CACVB Executive Board is composed of 15 voting members:

1. One member of the Albemarle County Board of Supervisors;
2. One member of the Charlottesville City Council;
3. The Albemarle County Director of Economic Development or their designee;
4. The Charlottesville Director of Economic Development or their designee;
5. The Executive Vice President or Chief Executive Officer of the University of Virginia or their designee;
6. One tourism industry organization representative appointed by the Albemarle County Board of Supervisors;
7. One accommodations representative appointed by the Albemarle County Board of Supervisors;
8. One food and beverage representative appointed by the Albemarle County Board of Supervisors;
9. One tourism industry organization representative appointed by the Charlottesville City

Council;

10. One accommodations representative appointed by the Charlottesville City Council;
11. One food and beverage representative appointed by the Charlottesville City Council;
12. The President or Chief Executive Officer of the Charlottesville Regional Chamber of Commerce or their designee;
13. One representative of the arts community jointly appointed by the Executive Board members of the County Board of Supervisors and the Charlottesville City Council;
14. One representative of the recreation community jointly appointed by the Executive Board members of the County Board of Supervisors and the Charlottesville City Council; and
15. The President or Chief Executive Officer of the Thomas Jefferson Foundation or their designee.

The Board of Directors meets every other month or six times per year.

The CACVB maintains administrative offices at 501 Faulconer Drive, Suite 1A, in Albemarle County, Virginia.

Mission Statement & Value Proposition

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

Annually, the Virginia Tourism Corporation via Tourism Economics (and in coordination with localities) compiles economic impact numbers that provide relevant and quantifiable data for our region. The CACVB's efforts helped to stimulate more than \$768 million dollars of combined direct visitor spending in our community in 2021 (most recently available year). This economic activity sustained local businesses by supporting more than 5,600 people who work for the tourism industry. Below is the tourism industry economic impact data for Charlottesville and Albemarle County in calendar year 2021:

Direct Economic Impact and Spending Shares by Industries, 2021												
Source: Tourism Economics												
Locality	2021 Direct Impacts											
	Direct Visitor Spending, 2021 (in millions)								Employment	Labor Income (in millions)	State Taxes (in millions)	Local Taxes (in millions)
	Lodging*	F&B	Retail	Recreation	Transport* *	Total Spending	Total Spending % Change (2021/2020)	Spending Share of State				
ALBEMARLE	\$92.0	\$125.8	\$45.5	\$71.2	\$87.0	\$421.5	60.0%	1.67%	3,087	\$160.3	\$12.0	\$20.3
CHARLOTTESVILLE CITY	\$81.5	\$135.2	\$44.1	\$52.8	\$33.2	\$346.8	57.0%	1.38%	2,763	\$96.5	\$10.0	\$17.2

*Lodging includes 2nd home spending

**Transportation includes both ground and air transportation

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 (as defined by the operating agreement).

Value Proposition

For FY2023, the CACVB is operating on a budget of \$2.33 million dollars, including significant one-time funding through County, City and Virginia Tourism Corporation ARPA funding to aid in the recovery of the tourism economy and improve the TOT, Sales and Meals tax bases through the visitor dollar. The CACVB placed more than 25 million advertising impressions through robust digital and print marketing campaigns in calendar year 2022 and served more than 22,000 visitors directly through its mobile visitor centers and direct visitor communications.

In calendar year 2022, the CACVB saw 647,450 users and 1.6 million pageviews on its website, which was redesigned in December 2021, and generated \$44,000 of advertising revenue on www.visitcharlottesville.org in calendar year 2022. The website alone boasted the following economic impact (data collected via ADARA, which only accounts for 39% of trackable website data).

2021		2022		2023		2024	
35,835		36,079		\$ 7,346,611		6.3	
Total Travelers		Total Nights		Total Revenue		Avg. Search to Booking	
34.6		2.0		2.0		\$ 203.63	
Avg. Advance Purchase		Avg. Length of Stay		Avg. # of Travelers		Avg. Daily Rate (ADR)	

Site Impact is tracking an estimated 39.1% of website traffic for the selected website pixel.

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, Amanda Vierrether
- Sales Manager, Teresa Lamb
- Visitor and Community Relations Manager, Cassie Ivey
- Travel Specialists - Carla Mullen and Teri Burgan
- Finance Administrator, Kathy O’Leary
- Special Projects Coordinator, Christopher Ridder

The CACVB board has approved the addition of two positions for FY2024: a Social Media and Content Manager and a Destination Development Manager to increase capacity for our promotional and collaborative efforts.

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 Executive Board and the tourism 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 economy, promotional efforts and specifically the CACVB’s strategic planning process. The current strategic action plan (outlined below) 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 and public health 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 community 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 and improves the general fund for each locality through TOT, Sales and Meals tax revenues.

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 FY23 – FY24 Comparison

Revenue	FY '23 Budget	% of Total Budget	FY '24 Budget	% of Total Budget
Albemarle County	605,771	46.00%	964,617	41.60%
City of Charlottesville	711,092	54.00%	1,354,258	58.40%
Total	\$1,316,863	100%	\$2,318,875	100%

Inclusion of Fund Balance:

Revenue	FY '23 Budget	% of Total Budget	FY '24 Budget	% of Total Budget
Albemarle County	606,281	35.04%	964,617	40.89%
City of Charlottesville	711,092	41.13%	1,354,258	57.41%
Fund Balance	400,000	23.14%	0	
Misc (Website)	12,000	0.69%	40,000	1.70%
Total	\$1,728,863	100%	\$2,358,875	100%

Four areas comprise the operating budget for the CACVB (Administrative, Marketing, Visitor Services and Payroll):

Area of Expenditure	FY '23 Budget	% of Total Budget	FY '24 Budget	% of Total Budget
Administrative	122,1810	9.28%	168,838	7.28%
Marketing	456,638	34.68%	1,147,552	48.63%
Visitor Services	197,409	14.99%	267,620	11.54%
Payroll (-Visitor Svcs)	540,635	41.05%	754,865	32.55%
Total	\$1,316,863	100%	\$2,318,875	100%

Fund Balance Total Pre-Audit \$ 00.00

FY 2024 Financial Plan Summary, Administrative

The administrative functions required for the daily operation of the CACVB 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 support. This support is reflected in the GF Admin Charges line item and consists of 2% of the CACVB budget annually.

In addition to ensuring the proper and transparent use of funds, the CACVB has become a national leader in equity in destination management and won three national and international awards this past year recognizing its distinction in this space. To bring under resourced businesses into the tourism economy and welcome all people to the community, the CACVB established Tourism for All, in collaboration with Destinations International and TripAdvisor. The first of its kind, Tourism for All is a community building effort that guides tourism businesses into creating a community pledge and action plan to ensure that the community commits to and makes progress towards becoming a welcoming destination. Notable elements of this effort to date include an internal Diversity, Equity and Inclusion plan for the CACVB, Discover Black Cville, accessibility assessments for tourism partners through Wheel the World and initial conversations with LGBTQIA+, Latinx, APIDA and Monacan Nation stakeholders.

Discover Black Cville has been recognized with three awards within the first year since its national launch. The George Washington University's Master of Science in Tourism, Hospitality and Event Management (MSTHEM) program presented the Executive Director with the Outstanding Alumni Award in recognition of her contributions to society. This award specifically recognized the Discover Black Cville tourism community effort. This effort also won a Destiny Award for Community Building through the U.S. Travel Association's ESTO conference for incorporating community building as a major function of its strategy. This award is presented to destination organizations nationally. Finally, in February 2023, the Hospitality Sales and Marketing Association International (HSMAI) presented Discover Black Cville with a Bronze Adrian Award. These awards recognize tourism organizations, including destinations and hotels, for their work internationally with competition spanning country-wide marketing efforts and the efforts of companies such as Marriott International.

Through the late 2022 and into 2023, the CACVB worked with Wheel the World to provide free accessibility assessments for our industry partners. The CACVB partnered with the firm to make the Charlottesville-Albemarle area more accessible and provide accurate listing information for visitors. The CACVB was only one of only two destination organizations to utilize Wheel the World and had an outstanding response from industry partners. More than sixty industry partners completed the assessments and now have access to Wheel the World's e-learning platform. The CACVB and Wheel the World are now in the process of marketing these

experiences.

For Career Education Month (February), the CACVB partnered with Monticello High School and the Global Scholars Program to take students to Boar's Head Resort to hear from industry experts. This pilot program included presentations from hotel management, sports management, culinary, and special events. The program will extend into March with three presentations from the CACVB team and a job fair at Monticello High School on March 15, 2023. Twenty-four industry partners (max capacity) will have the ability to connect with 1,000 students about their organization and hiring needs. This pilot program directly supports the CACVB's 2025 vision of creating a better-quality life for residents and supports Albemarle County Public School's creation of a Hospitality Career Cluster. FY2024 will see a continuation of these efforts and growth into additional schools.

Revenue	FY '24 Budget	% of Total Budget
Albemarle County	70,234	3.03%
City of Charlottesville	98,604	4.25%
Total Income	\$168,838	7.28%
<u>Expenditures - Administration</u>		
Rent	30,000	1.20%
GF Admin Charges	46,378	2.00%
Education & Training	23,460	1.01%
Professional Services	11,000	0.47%
Office Supplies	5,000	0.22%
I.T. Services	15,050	0.65%
Contractual Services	3,000	0.13%
Equipment/Furniture	10,000	0.43%
Local Travel (Mileage)	5,000	0.22%
Meals (Travel)	3,000	0.13%
Software	4,950	0.21%
Insurance Liability	9,000	0.39%
Equipment Rental	3,000	0.13%
Total Expenditures	\$168,838	7.28%

FY 2024 Financial Plan Summary, Marketing

For FY2023, Marketing focused on a robust digital campaign centered on wine, culinary, outdoor recreation and diverse demographic markets. The campaign reached visitors in traditional drive markets like Northern Virginia/Washington, D.C., Raleigh/Durham, Charlotte, Virginia Beach, and the Baltimore metro areas through search engine marketing, paid social media placements, display advertising, print, and programmatic TV, with additional efforts through major national travel publications like Travel & Leisure, Food & Wine, The Local Palate, Wine Enthusiast, Essence, Bon Appetit, Conde Nast Traveler, Hemispheres, the Virginia Travel Guide, Blue Ridge Outdoors, and overseas efforts through Capital Region USA (Germany, France and the UK).

COVID-19 dramatically impacted the Marketing strategies for all destination marketing organizations, but the CACVB remained agile and adapted its strategies continuously throughout the past three years as variants and challenges have come and gone. Through exceptionally strong advertising pushes focused on need times, Charlottesville & Albemarle County lodging properties saw the highest revenue per available room (combination of occupancy and average daily rate) on record in 2022. Promotional efforts are executed through:

1. Owned media (website, social media, e-newsletters, visitor guides, maps)
2. Earned media (public relations, familiarization tours, press release distribution)
3. Paid media (advertising, sponsorships, media and sales missions and shows)
4. Research (insights on hotel performance, visitor information and trends, effectiveness of www.visitcharlottesville.org in booking hotel and air trips)

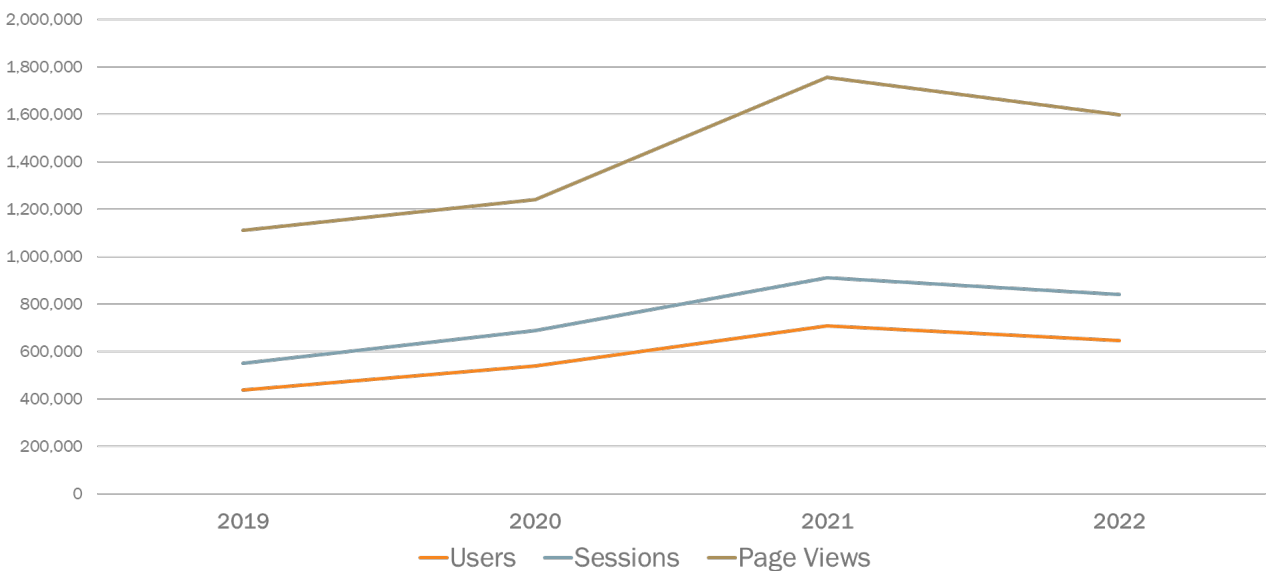
The CACVB launched a wine-centric marketing campaign in the fall of 2021 (Historic Vines. New Roots) and launched the Discover Black Cville brand nationally in March 2022. Both campaigns include significant partner participation, especially through the associated digital passports powered by Bandwango. Marketing plans for FY2024 will continue to leverage the success of these campaigns and showcase the destination as vibrant and inclusive.

Below is sample creative used in a variety of the media placements made in FY23, including many of the CACVB's national media buys:



All paid media placements are directed to www.visitcharlottesville.org. With a greater focus on advertising, website traffic has increased substantially over the past few years. Page views spiked the most, which means that website visitors are exploring more of our website content and are genuinely interested in our destination. Website traffic was down slightly in 2022, in the wake of unprecedented demand for travel information in 2021, following the worst of the COVID-19 pandemic in 2020, and as the new website was read by search engines for relevancy.

Website Visitation Trends (2019 – 2022)

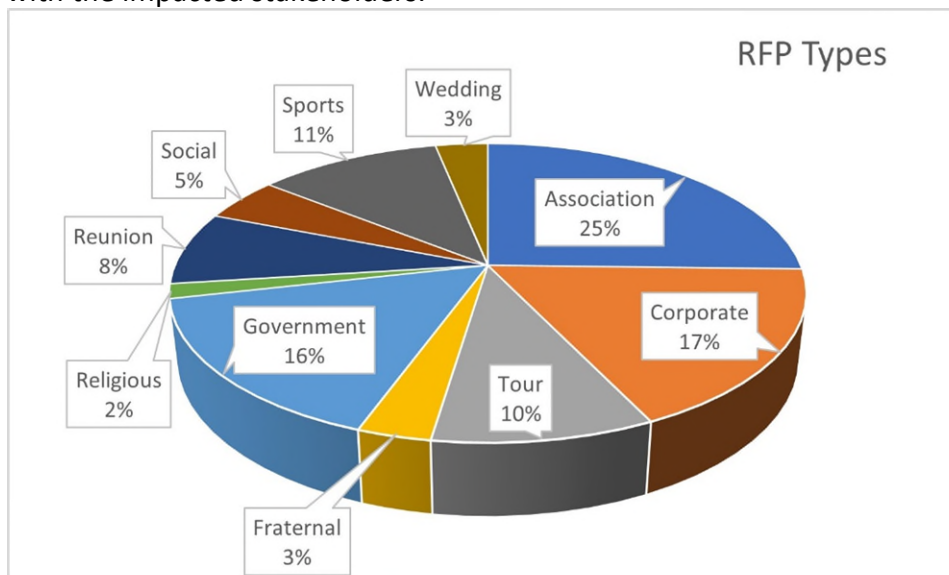


The CACVB continues to maintain robust media relations efforts throughout the year, working with a variety of travel writers, influencers, and content creators. The results of these efforts included major earned media placements in publications such as: Food & Wine, Travel + Leisure, Fodor's Travel, ESPN, AAA World Magazine, and a variety of international publications through media collaborations with Capital Region USA (CRUSA) and the Virginia Tourism Corporation (VTC). A robust media relations strategy is vital to the CACVB's overall marketing success, as earned media placements are essentially free advertising, helping to complement the organization's paid media efforts.

The CACVB also hosted a group media familiarization (FAM) tour in March 2022 to coincide with the national launch of Discover Black Cville. As part of this FAM tour, the CACVB invited seven Black content creators to Charlottesville and Albemarle County to experience the activities involved with the national launch. This FAM tour resulted in several articles being written about the launch of Discover Black Cville, helping raise awareness of these important efforts to new audiences. The relationships made with this group of content creators continues to produce new earned media coverage, even a year later.

A collection of recent earned media coverage generated through the CACVB's media relations efforts can be [found here](#).

The CACVB's Sales opportunities have significantly increased under Sales Manager position. The Sales Manager has attended trade shows, distributed 63 Requests for Proposals (tripled from last year) and secured group room blocks to fill hotel rooms and event venues. These sales efforts seek to attract meetings, reunions, multi-city tours and additional group business, especially during the need times of weekdays year-round, and weekends in the winter and late summer. The investment in different Sales markets are evaluated annually and in coordination with the impacted stakeholders.



FY 2024 Financial Plan Summary, Marketing

MARKETING Operating Financial Plan

Revenue	FY '24 Budget	% of Total Budget
Albemarle County	469,045	19.88%
City of Charlottesville	658,507	27.92%
Fund Balance	0	0%
Misc (Website)	40,000	1.70%
Total Income	\$1,207,552	49.50%
Expenditures - Marketing	FY '24 Budget	% of Total Budget
<u>Marketing</u>		
Marketing & Advertising	919,981	39.00%
Website	30,000	1.27%
Printing	30,000	1.27%
Research	125,000	5.30%
Non-Local Travel	28,000	1.19%
Postage	11,000	0.47%
Dues	15,000	0.64%
Phone (Main Line + Cells)	8,571	0.36%
Marketing Expenditures	\$1,167,552	49.50%

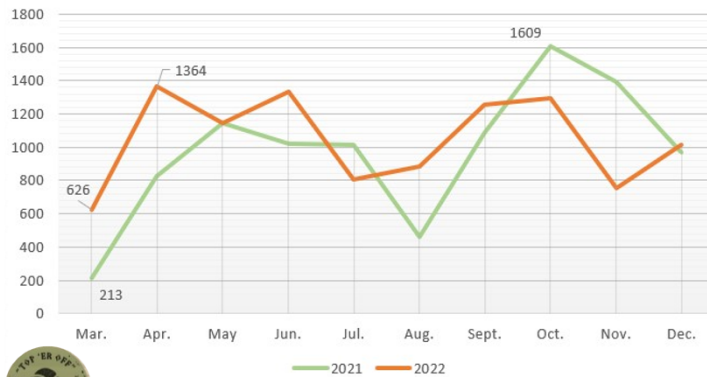
FY 2024 Financial Plan Summary, Visitor Services

The Visitor Services team welcomes visitors to our destination using Mobile Visitors Centers (MVCs), which are stationed throughout the City and County five days a week on a regular schedule and at relevant special events as available. The Visitor Services team provides direct and personal travel assistance during their shifts. Using the Mobile Visitor Centers, Visitor Services reached over 10,500 people during the 2022 run (Mid.-March to Mid.-December). The 2023 Mobile Visitor Center schedule has been finalized, and the MVCs are back at their locations as of March 15, 2023. With additional support from the CACVB team and our partner locations, Visitor Services is working to increase visitation to the Jefferson School City Center and better assist visitors coming through Charlottesville Albemarle Airport (CHO) during non-shift times. The team will increase its presence at special events to reach a higher volume of visitors.

In addition to in-person interactions, Visitor Services fulfilled over 15,000 requests for information about our destination: bringing the total reach to over 100,000 people. As the CACVB is the only certified Visitor Information Center through the Virginia Tourism Corporation in Charlottesville and Albemarle County, the Visitor Services budget supports the improvement and operation of Mobile Visitors Centers and administrative needs of the Visitor Services team. There is visitor information available Monday through Friday at the McIntire County Office Building Visitor Entrance when that building is open, and there will be a future partnership between the CACVB and UVA for visitor services at the UVA Hotel and Conference Center.

With assistance from marketing, the Visitor and Community Relations Manager increased communication with industry partners and enhanced the visibility of the Mobile Visitor Centers through the CACVB's digital presence and marketing materials. Visitor Services upholds the CACVB brand through its distribution of publications, special event listings, and specialized itineraries that adhere to the CACVB style guide. With input from CACVB staff and industry partners, the Visitor and Community Relations Manager will reestablish familiarization tours to educate industry partners and continue a speaker series in FY23. Continuing from FY22, the Visitor Services team has provided support and visitor input to local outdoor recreation and arts organizations to increase awareness of the of these industry sectors to visitors in Charlottesville Albemarle area and bolster partnership opportunities.

2021 vs. 2022 Total Visitation



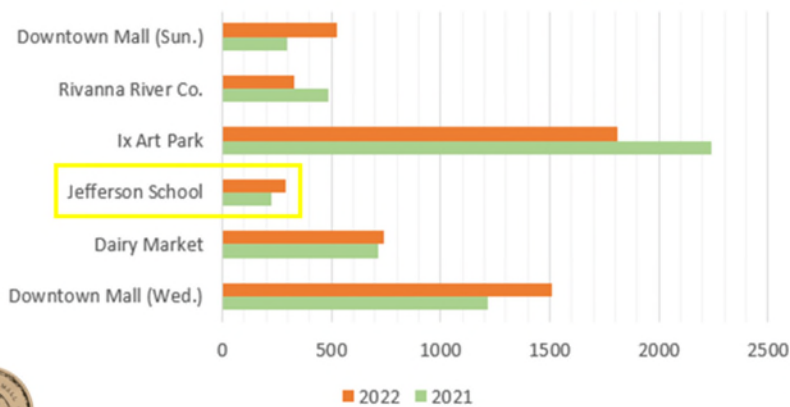
Information:

- Total 2022 Visitation: 10,477
- Increase from 2021: 8%



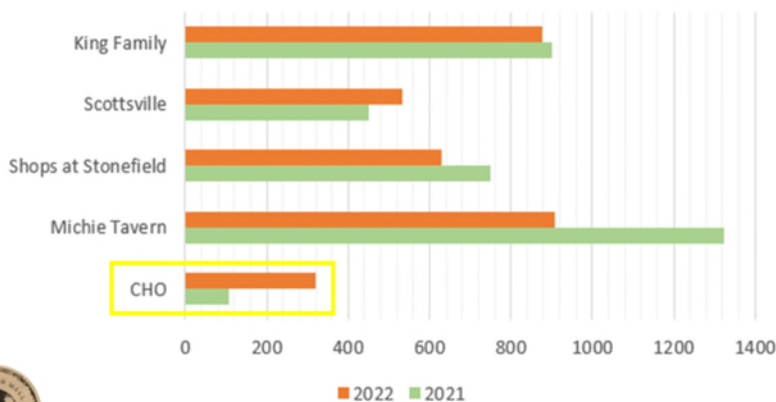
Charlottesville
ALBEMARLE COUNTY VIRGINIA

2021 vs. 2022 MVC Locations: City



Charlottesville
ALBEMARLE COUNTY VIRGINIA

2021 vs. 2022 MVC Locations: County



Charlottesville
ALBEMARLE COUNTY VIRGINIA

Special Events

- 2022 Special Event Visitation: +2,000
- Participated in a good balance of events (in city vs. in county, arts vs. outdoor rec.)
- Visitor Services has a goal of increasing participation in special events
- VS is considering out-of-area events to promote Charlottesville-Albemarle

Events
Cville Marathon Packet Pickup (Apr.)
Cville Bikefest at Dairy Market (Apr.)
Riverfest at RCC (May)
Crozet Arts and Craft Festival (Spring & Winter)
Bateau Festival (Jun.)
UVA Class of 2025 Back-to-School (Aug.)
Festival of the Wheel (Aug.)
Loop de'Ville
UVA Football Games (Fall)
2 Up Wine Down Wine Festival (Oct.)
VA Film Festival (Nov.)
Grand Illumination (Dec.)
Winter Wander (Dec.)



Charlottesville
ALBEMARLE COUNTY, VIRGINIA

VISITOR SERVICES Operating Financial Plan

Revenue	FY '24 Budget	% of Total Budget
Albemarle County	111,326	4.80%
City of Charlottesville	156,294	6.74%
Total Income	\$267,620	11.54%

Expenditures	FY '24 Budget	% of Total Budget
Visitor Services		
Salaries Portioned to Visitor Services	249,891	10.78%
Van - Fuel	5,000	0.21%
Van - Repairs	10,000	0.43%
Cell Phone & Wi-Fi	2,729	0.12%
Visitor Services Expenditure	\$267,620	11.54%



Boards and Commissions Annual Report - 2023

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

Citizens Transportation Advisory Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
3 rd Wednesday, alternating months	7:00p – 9:00p	Water Street Center, 407 East Water Street, Charlottesville

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under “Meeting Dates” and enter “P” for present, “A” for absent, and “R” for resigned in the corresponding member attendance columns. If a member’s term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	07/20/22	09/21/22	11/17/22	01/18/23	03/16/23	05/17/23 – no quorum				
Mr. Nicholas Garber	P	A	P	A	P					
Mr. Martin Meth	P	P	P	P	P					
Mr. Lee Kondor	P	P	P	P	P					
Mr. Tristen Fessel	A	P	R	R	R					
Mr. Daniel Bailey	A	A	A	A	A					

Summary:

Provide a summary of the of the past year’s key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Received presentation update on Regional Transit Vision Plan

Received updates on Round 5 Smart Scale projects, applications, and schedule timeline

Long Range Transportation Plan Involvement:

Received VDOT presentation on State’s 2022 CA-MPO Transportation Update

Received update on OIPI Project Prioritization process

Reviewed, provided feedback/comments

- Draft Public Engagement Plan
- Draft Goals and Objectives
- Development of MetroQuest Survey for Public

Received staff update on grant initiatives: US Dept of Transportation Safe Streets for All Grant Program; 2023 RAISE Grant Application

Designated Point of Contact: Ryan Mickles

Prepared By: Ryan Mickles, TJPDC/CA-MPO



Boards and Commissions Annual Report - 2023

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

Community Policy and Management Team (CPMT)

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
1 st Thursday of each month	9:00am	COB-5 th Street: Meeting Room 231

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	10/6/22	11/3/22	12/1/22	1/5/23	2/2/23	3/2/23	4/6/23	5/4/23	6/1/23	7/6/23
Mary Stebbins	A	P	P	P	P	P	A	P	P	P
Ryan Davidson	P	P	A	P	P	P	P	P	P	P
Neta Davis	P	P	P	P	A	P	P	A	P	P
Kevin Kirst	P	P	P	P	A	P	A	A	P	P
Christa Galleo						P	P	P	P	A
Martha Carroll	A	P	P	A	P	R	R	R	R	R
Erin Callas	P	P	P	P	P	P	P	P	P	P
Tammy Johnston	P	P	P	P	A	P	P	P	P	A

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

For this past year's activities, the CPMT reviewed 283 cases with \$9.4M in expenditures (as of 7/14/23). CPMT has completed the Annual Workplan Review at their retreat, reviewed and approved the Annual Service Gap Survey, reviewed the Annual Continuous Quality Improvement Tool, watched and debriefed the Razed/Raised documentary, participated and supported a CSA vendor fair, and a presentation by Piedmont housing. Challenges include the continued lack of available housing options for the families served, as well as residential treatment options for youth and acute crisis settings.

Designated Point of Contact: Jennifer Wells

Prepared By: Jennifer Wells



Boards and Commissions Annual Report - 2023

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

Crozet Community Advisory Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
2nd Wednesday of each month	7-8:30 PM	Crozet Library

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	08/10/22	09/14/22	10/12/22	11/09/22	01/11/23	02/08/23	03/08/23	04/12/23	05/10/23	06/14/23
Allie Pesch	P	P	P	P	P	P	P			
Ann Mallek	P	P	P	P	A	P	P	P	P	P
Grace Remer	P	P	P	A	A	A	P	P	P	A
Jim Duncan	P	A	P	P	P	A	P	P	A	P
Joe Fore	P	P	P	P	P	P	P	P	P	P
Kenneth Thacker	P	P	P	A	P	A	P	P	P	P
Kostas Alibertis	P	P	A	P	P	P	P	P	P	P
Lonnie Murray	A	P	A	P	P	P	P	P	P	P
Mallory DeCoster	P	A	A	P	P	P	A	A	P	A
Mark McKenney	P	P	P	A	A	P	P			
Michael Monaco	P	P	P	P	P	P	P	P	A	P
Sandra Hausman	P	P	A	P	P	P	R			
Timothy Mike Kunkel	P	P	A	A	P	P	P			
Shawn Bird	A	A	A	P	P	P	P			

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

August -- Presentation from the Downtown Crozet Initiative

September – Albemarle County Parks and Rec Presentation

October – CCAC Planning

November – CAC staffing; Crozet Trails Crew

January -- Community Meeting: SP202200029: Park Road Manufactured Home Park

February – AC44 Overview

March – Western Albemarle Rescue Squad; Navigating Albemarle County's County View

April – Crozet Community Association; Community Meeting: ZMA202300002 Oak Bluff Development

May – RWSA, elections, community meeting set-up

June – Broadband Focus Group; Crozet Trails Crew

Designated Point of Contact: Allison Wrabel, Community Connector; awrabel2@albemarle.org; (434) 296-5841 x3010 or Joe Fore, Chair; joe.fore@gmail.com

Prepared By: Allison Wrabel, Community Connector; awrabel2@albemarle.org; (434) 296-5841 x3010

Committee Members Meeting Attendance (Albemarle County Board of Supervisors Appointed Representatives Only):

[illegible]



Boards and Commissions Annual Report - 2023

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

Darden Towe Memorial Park Advisory Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
Annual	5:30-7:00pm	Zoom Virtual Meeting

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	08/18/22									
Ned Gallaway	P									
Bea Lapisto-Kirley	P									
Lloyd Snook	P									
Brian Pinkson	P									

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Annual Meeting

1. Provided an overview of Park Operations/Improvements/Upgrades/Enhancements
2. **Action Item** – Proposal from the Central Va. Pickleball Club to paint blended pickleball lines on two existing tennis courts. No other changes to the courts are planned at this time. Action item discussed and approved by the committee.

- Paving projects
 - 30 additional Trailhead parking spaces
 - Pedestrian crosswalk to Old Mills Trail
 - Traffic calming bumpers
 - 700' pedestrian path along upper parking lot
 - 24 additional Dog Park/Shelter parking spaces
- Improvements and Upgrades
 - Expanded Dog Park to include separated small & large dog areas
 - Replaced Tenant House roof, HVAC, kitchen floor
 - Replaced the Darden Towe Memorial Sign
 - Cement corn hole recreation area
 - Removed 80 dead/hazard Ash Trees
 - Replanted 37 native trees (Fall 2022 will plant additional native trees)
- Restroom Project
 - Restroom next to the Pickleball/Tennis courts in design phase
 - Tentative project completion Summer 2023

Upcoming CIP Projects FY23-24

- FY23 Continue with Planting native trees to replace the diseased Ash Trees
- FY24 Pedestrian/Bike path (8' wide) along Elk Drive starting at the park entrance on Rt 20 to existing circulation at upper parking lots

Athletic Field Upgrades (within current budget)

- Revised Field Maintenance Management Plan developed by grass turf professionals
 - soil samples (taken June 2022)
- Fall 2022 close one field (field #2) for renovation for a full year
- Each year close 1 field for renovation

Action - Request from Central Virginia Pickleball Club to paint blended pickleball lines on two tennis courts

- Courts will be multi-use for both pickleball and tennis
- Consistent with blended lines in other parks
- Committee approved

Designated Point of Contact: Bob Crickenberger, Director bcricke@albemarle.org

Prepared By: Amy Smith, Deputy Director asmith@albemarle.org

Don Long		P										
David Shreve		N/A										
George Ray		A										
Stephen McNaughton		A										
Matthew Lawless		N/A										
Jeff Morrill		P										
John Mottola		P										
Andrea Johnson		P										
Diantha McKeel (BOS Liaison to the EDA)		P										

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

FY23's key activities that support the EDA's mission include: securing a contract to acquire 462 acres of property adjacent to Rivanna Station, a sub-installation of Fort Belvoir and home to several defense intelligence agencies of the federal government – National Ground Intelligence Center, Defense Intelligence Agency, and National Geospatial-Intelligence Agency – for a purchase price of \$58 million to secure the future of the Defense sector; an AFID Infrastructure grant awarded to Kelly Turkeys to expand their production; an AFID Infrastructure grant application for Project Macho to support an expansion of a production facility; Governor's announcement for AgroSpheres Inc. to support the company's expansion and investment of \$25M and over 50 new jobs; a second AFID Facilities grant awarded to Potter's Craft Cider for their expansion on Broadway St; the approval of the Building Reuse Grant policy.

Other key activities consist of providing matching grant funds to WillowTree, Castle Hill Gaming, Afton Scientific, Rivanna Medical, and Bonumose for the Virginia Jobs Investment Program; and administering grant programs for Broadband expansion and the Brookdale and Southwood communities.

EDA Approved Resolutions in FY23 to date:

- Approved the Building Reuse Grant policy (8/22)
- Approved the appropriation of \$600,000 to Habitat for Humanity of Greater Charlottesville, Inc/Southwood Project
- Approved a \$25,000 Matching Grant to Support New Hill Development Corporation's BEACON's Kitchen
- Approved \$5,000 Matching funds to the Bridge Progressive Arts Initiative for National Endowment for the Arts Grant
- Adopted remote participation and all virtual meeting policies
- Approved up to \$10,000 to the Town of Scottsville for a hotel feasibility study
- Approved a match grant to the Governor's AFID Grant and performance agreement with Potter's Craft, LLC
- Approved the appropriation of \$300,000 to Habitat for Humanity of Greater Charlottesville, Inc/Southwood Project Approved agreement with and appropriation of \$50,000 to the United Way of Greater Charlottesville
- Approved an agreement between the Economic Development Authority of Albemarle County, Virginia and PS-Fertility, Inc. (01/23)

- Approved a \$24,000 match grant to the \$24,000 Governor's AFID Infrastructure Grant for Kelly Turkeys USA, LLC
- Approved certain amendments to the terms of Revenue Refunding Bond, Series 2011 issued for the benefit of Thomas Jefferson Foundation, Inc.
- Approved an Amended and Restated Note with the Lewis and Clark Exploratory Center of Virginia, Inc. to recover the balance of an outstanding 2013 issued loan balance of \$124k on behalf of the County.
- Amended a \$50,000 match grant to the Governor's \$50,000 AFID grant and performance agreement with Potter's Craft, LLC (6/23)
- Approved \$25,000 in matching funds to Charlottesville Biohub, Inc. to support their application for a Regional Innovation Fund (RIF) grant from the Virginia Innovative Partnership Corporation.
- Approved \$75,000 to the Community Investment Collaborative as a match to the GO Virginia Per Capita Allocation Grant.
- Approved performance agreements to match Commonwealth Opportunity Fund grant to support the retention and expansion of AgroSpheres, Inc.

Designated Point of Contact: Donald Long, EDA Chair

Prepared By: Economic Development Office



Boards and Commissions Annual Report - 2023

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

Board of Equalization

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
Irregular by demand and availability of members	9:00 am – 12:00 pm	Zoom and McIntire Room 241

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	7/19/22	6/2/23								
Anthony Arsali	P	P								
Karen Pape	P	P								
Evan Mayo	P	P								
Waki Wynn	P	P								
Bob Beard	P	P								
David Ferrall	A	R								

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

The Board of Equalization had a small workload at the beginning of FY23, which was the end of the CY22 appeal season since only 20 properties were appealed to the BOE. They have a much more robust schedule in CY23 which falls at the end of FY23, but only had their organizational meeting before June 30th and the end of the fiscal year. There were 77 properties appealed to the BOE for CY23, but all of those hearings take place in FY24. David Ferrall was part of the CY22 BOE but dropped off the Board after 5 years of service. His replacement has not yet been named..

Designated Point of Contact: Peter Lynch, County Assessor

Prepared By: Peter Lynch



Hazardous Materials Local Emergency Planning Committee

Provide the day, time, and location for the upcoming meeting schedule.

Prepared By: Josh Powell



Boards and Commissions Annual Report - 2023

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

Historic Preservation Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
4 th Monday of each month	4:30 pm – 6:00 pm	Rm. 241 COB McIntire

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

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Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	03/27/23	04/24/23	05/22/23							
Ross Stevens	P	P	P							
Carter Montague	P	P	P							
Craig Schoaf		P	A							
Daniel Gidick	A	P	P							
Craig Jacobs	P	A	P							
Nancy Takahashi	P	P	P							
Ann Mallek	P	P	A							
Karen Firehock	P	P	P							

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

- Advised Planning staff on updated Historic Preservation goals and objectives as part of the Comprehensive Plan update.
- Continued to create the framework for a local historic marker program. (The program and its associated funding would need to be adopted by the BOS.)
- Documented six properties prior to demolition.

The biggest challenge during this reporting period was establishing a quorum for meetings. Out of the 12 meetings possible for the reporting period, 9 were canceled due to lack of a quorum. (Note that 2 of these 9 meetings have been typically canceled in previous reporting periods due to proximity to holidays.)

Designated Point of Contact: Khris Taggart

Prepared By: Khris Taggart



Albemarle-Charlottesville Regional Jail Authority Board

Provide the day, time, and location for the upcoming meeting schedule.

Prepared By: Marce B. Anderson



Boards and Commissions Annual Report - 2023

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

James River Alcohol Safety Action Program (ASAP) Policy Board

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
Quarterly	6:00 Pm	James River ASAP 1428 Greenbrier Place Charlottesville, VA

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	6/23/22	10/27/22	1/26/23	3/16/23						
Jeremy Wood (designee)	P	P	p	p						

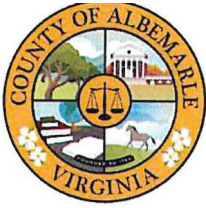
Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Board meetings reviewed financials, the need to address the resignation of the director 12/31/2022 and appointment of interim director and then voted to make that position permanent. Also addressed salaries of new hires. Reviewed the upcoming regulation changes coming from the Commission on VASAP, certification process and the new requirements for all staff to take and pass a certification test.

Designated Point of Contact: Anne Fitzgerald, Executive Director or Major Ronnie Roberts, Bd chairman

Prepared By: Anne Fitzgerald



Boards and Commissions Annual Report - 2023

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

Jaunt, Inc.

Meeting Frequency:

Provide the committee's date, time, and location for meetings.

Day(s)	Time	Location
2nd Wednesday	10:00 am	Jaunt 104 Keystone Place, Charlottesville, VA 22902

Committee Members Meeting Attendance (Albemarle County Board of Supervisors Appointed Representatives Only):

P=Present / A=Absent

Member	Meeting Dates											
	7/13/22	9/14/22	10/12/22	11/9/22	12/14/22	1/11/23	2/8/23	3/8/23	4/12/23	5/10/23	6/14/23	
William Wuensch	P	A	P	P	P	P	P	A	P	P	A	
Jacob Sumner	P	P	P	P	P	P	P	P	A	P	P	
Mike Murphy			P	P	P	P	P	A	P	P	P	
Caetano De Campos Lopes					A	P	P	P	P	P	P	
Raymond East	P	P	R									
Fran Hooper	P	A	R									

Summary:

Provide a summary of the of the past years key activities that support the mission to include milestones, accomplishments, and challenges.

- Jaunt implemented a new, more transparent budgeting process.
- We engaged Texas A&M Transportation Institute to review our operations and make improvement recommendations. Those recommendations are being implemented in FY2024.
- Created new financial policies regarding the accumulation and use of excess funds.
- Jaunt is seeing increases in ridership as the area recovers from the pandemic.

Designated Point of Contact: Ted Rieck. CEO, tedr@ridejaunt.org

Prepared By: Ted Rieck

Supplemental Attendance Reporting Form: Jaunt, Inc.

Executive Committee

Committee Members Meeting Attendance (Albemarle County Board of Supervisors Appointed Representatives Only):

[illegible]

Finance Committee

[illegible]



JABA (Jefferson Area Board for Aging) Board of Directors

Provide the day, time, and location for the upcoming meeting schedule.

The JABA Board was pleased to celebrate the recognition of the At Home With JABA program, that was developed during the pandemic and has become a permanent program for those who are home-bound. We began renting space at Fashion Square Mall (from Lowe's) to expand the Medicare Insurance Counseling program. The outcomes and client satisfaction surveys showed strong positive responses as we get back to regular programming post-pandemic. In April, we were hit by ransomware and this caused major issues with

our servers and documents, but we kept everything running and have returned to normal. Without paying a ransom. The Inclusive Excellence Advisory Council continues to be active, working on actions to address the goal of retention and belonging.

Designated Point of Contact: Marta M. Keane

Prepared By: Marta M. Keane



JABA (Jefferson Area Board for Aging) Advisory Council

Provide the day, time, and location for the upcoming meeting schedule.

JABA Advisory Council learned about new programs being developed to help seniors age in the community. The outcomes so far for the At Home With JABA program that came out of the pandemic were reported. And the members discussed how to share that information with the community. The Advisory Council also received a presentation on the newly formed Inclusive Excellence Advisory Council to address diversity/equity/inclusion goals for the organization. This group is also responsible for approving the annual Area Plan, submitted to the Department of Aging and Rehab Services, that focuses on the Older Americans' Act funding

Designated Point of Contact: Marta M. Keane

Prepared By: Marta M. Keane



Jefferson Area Community Criminal Justice Board

Provide the day, time, and location for the upcoming meeting schedule.

- In response to House Bill 5148, additional resources were provided outside the OAR and District 9 Probation Office to the 2300 eligible inmates released, with focus on Medicaid enrollment, health care referrals, job search assistance, educational resources, housing assistance, behavioral health referrals, social services, basic toiletries, food, and other essentials. The events were well-attended. The One-Stop Shop will continue to operation a

monthly basis at the Carver Recreation Center.

- The Albemarle-Charlottesville Therapeutic Docket, which serves the needs of misdemeanor criminal defendants with serious mental health disorders, continues to expand in response to community need. An additional grant was written and approved to double the current staff and provide funding for distribution over the next three years.
- A new UVA study of formerly-incarcerated jail inmates suggests former jail inmates are utilizing Emergency Department services at rates significantly higher than the general public, particularly in the month following their release from jail. The study also suggests that behavioral health intervention prior to incarceration significantly decreases the likelihood that former inmates will require Emergency Department services.
- A major data analysis project was conducted to identify regional trends of crime and incarceration trends.
- Drug certification data was presented to review drug interdiction trends, by drug type, and helps jurisdictions better understand trends specific to their locality.

11/9/22

- The Sequential Intercept Model has been updated from 2015 and has identified the top four priorities for change, ranked in order of priority: establish crisis receiving center(s) options without barrier to entry. Stabilize workforce recruitment and retention across behavioral health and criminal justice systems. Expand Mobile crisis options (Marcus Alert, etc.). Increase short- and long-term housing options for individuals with seriously mentally illness and co-occurring disorders.
- Nelson County received approval from the Supreme Court of Virginia to operate a drug court, and has been awarded a three-year Federal grant of ~\$500,000 to fund a drug court staff and to enhance treatment capacity. Nelson County joins current drug courts that serve the Circuit Courts in Albemarle/Charlottesville, Fluvanna and Orange/Madison.
- Considerable insight was summarized regarding the study of crime and incarceration rates in the Jefferson Area Community Criminal Justice Board region (Albemarle, Charlottesville, Fluvanna, Goochland, Greene, Louisa, Madison, Nelson, and Orange).

1/11/23

- The Albemarle-Charlottesville Evidence-Based Decision-Making Policy Team (EBDM) has developed four primary goals for the next three to five years and initiated work groups to create action steps for implementation: Goal #1: Establish a system that makes employment options easily accessible and applicable for individuals returning to communities after incarceration and for those at risk for being incarcerated. Goal #2: Identify and eliminate racial and ethnic disparities present in the criminal legal system. Goal #3: Identify and improve opportunities to engage with individuals at risk for incarceration through law enforcement diversion programs. Goal #4: Identify and improve opportunities to engage with individuals at risk for re-offending through the establishment of a High Risk/High Need (High Utilizers) Task Force.

4/12/23

- UVA Capstone Team presented a study on Home Electronic Incarceration (HEI) at the Albemarle-Charlottesville Regional Jail. ACRJ expanded HEI use to prevent the spread of COVID in the jail and the UVA team was able to compare and contrast the data between HEI and non-HEI use. Return to custody (RTC) rates were compared within a 6-month and 12-month window. Some key findings of the study: the overall return to custody rate has decreased since COVID, with HEI 12% lower than Non-HEI RTC.

Designated Point of Contact: Matthew Vitale, Criminal Justice Planner
mvitale@oar-jacc.org

Prepared By: Matthew Vitale



Boards and Commissions Annual Report - 2023

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

Jefferson Madison Regional Library Board

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
3 rd Monday of each month	3:00 PM	8 times a year at the Northside Library, once each at the Greene, Louisa, and Nelson Libraries, and once at a rotated branch.

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	7/25/22	8/22/22	9/26/22	10/24/22	11/28/22	12/19/22	1/23/23	2/27/23	3/27/23	4/24/23
Michael Powers	P	P	P	P	P	P	P	P	P	P
Tony Townsend	P	P	P	P	P	P	P	P	P	P
Thomas Unsworth	P	P	P	A	P	P	P	P	P	P

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Albemarle's Trustees on the JMRL Board led the organization to a banner year in FY23. JMRL was named the Virginia Library Association Library of the Year for 2022 during FY23. Circulation returned to pre-pandemic levels, with almost 1.7 million items checked out physically and digitally.

Albemarle Trustee Tony Townsend took over the Library Board presidency from Albemarle Trustee Thomas Unsworth. Thomas Unsworth served as chair of JMRL's Board Technology committee, which worked to launch a new library website in June of 2023. Michael Powers continued to serve as chair of the JMRL Policy

Committee, and also served on the Working Group that worked on a review of the name of the library system. Tony Townsend also created a new Working Group to advocate and plan for a renovation of the Albemarle co-owned Central Library, and is serving in that group.

Designated Point of Contact: David Plunkett, dplunkett@jmrl.org and 434.979.7151 x 6670

Prepared By: David Plunkett

Committee Members Meeting Attendance (Albemarle County Board of Supervisors Appointed Representatives Only):

[illegible][illegible]

[illegible]



Boards and Commissions Annual Report - 2023

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

Joint Airport Commission

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
2 nd Monday of every other month	4:00 p.m.	Airport or Staybridge Suites Conference Room

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

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Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	09/26/22	11/7/22	01/10/23	3/13/23	6/12/23					
Donald Long	A	P	P	P	P					
Eric Walden	P	P	P	A	A					
John Mattern	P	P	P	P	P					
Steven Hiss	P	P	P	P	P					

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

- Discussed Establishing the FY-2023 Employee Benefit Amounts.
- Discussed Amendment#1 to the FY-2023 Operating Budget.
- Discussed authorizing the CEO to Submit a PFC application.
- Discussed Resolution No. 2022-10 "Authorization for the CEO to Award and Administer the HVAC Contract
- Discussed Resolution No. 2022-11 "Authorization for the CEO to Award and Administer the Creative Marketing Contract".

- Discussed Amendment#1 to FY-2023 Capital Improvement Budget
- Discussed Resolution No. 2022-13 and 2022-14 regarding Virtual Meetings
- Discussed Resolution No. 202215 "Authorization for the CEO to Award and Administer the Website Design and Support Services Contract"
- Discussed Amendment#2 to FY-2023 Capital Budget
- Reviewed Terminal Area Master Plan for future projects
- Discussed the FY-22 Annual Comprehensive Financial Report
- Discussed the 2023 Audit Committee Membership
- Discussed the Amendment#3 for the FY-23 Capital Budget
- Discussed the FY-23 and FY-24 Employee Retention Bonus
- Discussed Amendment#4 to the FY-23 Capital Budget
- Discussed FY-2024 Operating Budget and 6-Year Airport Capital Plan
- Discussed Revisions to the Authority's Investment Policy
- Discussed the appointment of a new Board Secretary/Treasurer

Designated Point of Contact: CEO, unknown at this time.

Prepared By: Jessica Conley



Boards and Commissions Annual Report - 2023

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

Local Board of Building Code Appeals

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
Third Thursday of each month if an appeal has been filed	Designated time by chair	No specific location

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

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Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	08/22/23									
David Gibson	P									
Frederick L Huckstep	P									
Doug Lowe	P									
Francis Caruccio	P									
Walter Perkins	P									
Raymond Gaines (Alternate)	A									

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Appeal was heard from Cliff and Christie Hammill regarding the validity of a 20+ year old permit. Appeal board ruled in favor of the building official determination of the allowed time frame to appeal a decision of the building official, the Hammill's appealed to the state technical review board (TRB) which affirmed the decision of the LBBCA.

Designated Point of Contact: Michael Dellinger, Building Official

Prepared By: Michael Dellinger, Building Official



Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) Policy Board

Provide the day, time, and location for the upcoming meeting schedule.

- Final Submission of eight SMART SCALE project applications on behalf of the region. Funding was awarded for two of these projects: a roundabout at Hydraulic Road/District Avenue and multi-modal improvements along Avon Road from Druid Avenue in Charlottesville to Avon Court in Albemarle County.
- Completed the development of a performance-based project prioritization process through an Office of Intermodal Planning & Investment Growth Accessibility and Planning (GAP) technical assistance grant.

This process will be used to support the prioritization of regional transportation improvement projects in the Long-Range Plan.

- Began working on the regional Long Range Transportation Plan five-year update – developed the goals and objectives for the plan, held stakeholder meetings for initial feedback, began first phase of public engagement, procured consultants to provide additional capacity in the development and completion of the plan.
- Successfully applied for a grant through the Safe Streets and Roads for All program to develop a multi-jurisdictional Comprehensive Safety Action Plan.
- Prepared and submitted a grant through the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant to complete the preliminary engineering phase of the Rivanna River Bicycle and Pedestrian Bridge between Pantops and Woolen Mills. While the project was not awarded, the application was strong and has been identified as a Project of Merit through the RAISE review process.
- Prepared and adopted the FY24-27 Transportation Improvement Program, which approves the allocation of federal transportation funding within the MPO area.
- Developed a combined bicycle and pedestrian infrastructure map, referred to as OneMap.
- Adopted federally required performance targets for transportation system goals in the region.

Designated Point of Contact: Sandy Shackelford

Prepared By: Sandy Shackelford



MACAA

Provide the day, time, and location for the upcoming meeting schedule.

Enter the dates the meetings were held in the first row under “Meeting Dates” and enter “P” for present, “A” for absent, and “R” for resigned in the corresponding member attendance columns. If a member’s term expired during the reporting period, leave the boxes empty after the term expiration.

[illegible]

During this past year, MACAA has had several significant accomplishments. We have completed a needs assessment, undergone a significant strategic planning initiative, and invested in DEI efforts to have an even greater impact in the low-income communities we serve.

Some of the services we provide include early childhood education, emergency assistance for rent and utilities, and college preparation for low-income students. In addition to these, MACAA is also working on establishing a food pantry in Fluvanna to respond to the needs there.

Many of our low-income communities continue to feel the effects of the pandemic, and the re-integration of students (and teachers) into our Head Start classrooms has posed some challenges. We are meeting these challenges, by providing additional training for teachers and support for students. Significant challenges continue to exist in staffing classes with qualified teachers, assistants, and substitute teachers to meet the needs of our students.

Designated Point of Contact: Sarah Shalf, Board Chair and President

Prepared By: Juliana Arsali



Natural Heritage Committee

Provide the day, time, and location for the upcoming meeting schedule.

Accomplishments:

- Education (Biodiversity Action Plan [BAP] Goals 1, 3, 8, 9, 14, 20)
 - Members worked with CAPE to create monthly Instagram posts to educate the public on topics related to protecting biodiversity and good land stewardship practices.
 - In partnership with the Piedmont Master Gardeners (PMG), NHC members continue to educate the community on the value of native plants and help to maintain native plant demonstration gardens on County-owned property.
 - The Center at Belvedere presentation on biodiversity protection, the BAP, the work of the NHC
 - Presentation at the monthly meeting of the Piedmont Master Gardeners on biodiversity protection, the BAP, the work of the NHC.
 - NHC members provided information to the public about the BAP and land stewardship practices at the Earth Day Celebration at Bellair Farm.
 - NHC members continue to speak to area vineyards, post flyers, and compile educational materials (BAP Goal 8)
- Wildlife Corridors (BAP Goals 1, 5, 7, 9)
 - NHC members continued to be actively involved in a regional collaborative of universities, government agencies, institutions and non-profits seeking to improve safe passage of wildlife across Virginia - the Virginia Safe Wildlife Corridors Collaborative (VSWCC)
 - After doing extensive research and networking, NHC was able to build support for initiation of a Bobcat habitat and movement study for Albemarle County. A researcher was brought to Virginia Tech and live capturing and collaring of bobcat was conducted from mid-January to mid-April 2023.
 - NHC continued to promote the bobcat study locally, resulting in coverage by NPR, NBC29News, and the Cville Weekly.
- Policy (BAP Goals 1, 6, 7, 9, 14, 15, 16, 19)
 - Strategy to protect rural roads in order to preserve natural and recreational resources.
 - Discussion of land use policy and implementation.
 - Advocate Chesapeake Bay Act as a regulatory model to implement. Agricultural standards available in the Act fill gaps in current Albemarle policy.
 - Stream buffers
 - Stream Protection - proposed recommendations to avoid removal and burying of streams.
 - Provided technical guidance to staff about best practices for solar facilities.
- Work with ACPR (BAP Goals 4, 8, 13, 20):
 - The NHC continues to work with ACPR to expand the conservation mowing areas in the parks.
 - At Darden Towe Park, the NHC has worked with park staff to increase the biodiversity of the conservation mow areas. NHC members have collaborated on a grassland's restoration project proposal in Darden Towe Park.
 - NHC members have helped to post SLF flyers in County parks.
 - The NHC has offered feedback on landscaping practices and invasive plants in County parks.
 - NHC members have participated in invasive workdays organized by ACPR staff on Old Mills Trail

- Biodiversity Action Plan
 - During our monthly meetings, the NHC is systematically reviewing the goals and recommendations in the BAP in preparation for the update to the BAP.
- Important Sites (BAP Goals 1, 3):
 - The NHC continues to monitor Important Sites as listed in the BAP.
 - Important Sites criteria for adoption of new sites is being developed.
 - Red Hill Wetlands site visit 8/23/22
 - Preddy Creek site visit 10/9/2022
 - Form letter was drafted to send to Albemarle County landowner concerning important sites (February)
 - Monitoring bald eagle nest at Tufton
- Comprehensive Plan Update:
 - Members of the NHC have been following and providing feedback on the Comprehensive Plan update, with an eye toward protection of natural resources and biodiversity.

Feedback and information provided to the BOS:

- Utility Scale Solar (BAP Goals 8,14,19)
- ACE Program (BAP Goals 2, 9)
- Water Protection Ordinance (BAP Goals 9, 14, 16, 17)
- Spotted Lanternfly (BAP Goals 8, 20)
- County Recommended Plant List Update for site development plans (BAP Goal 8)
- Funding for invasive species management on County owned property (BAP Goal 8)

Feedback provided to Staff:

- Solar Project Guidelines (BAP Goals 8,14,19)
- Stream Protection - proposed recommendations to avoid removal and burying of streams (BAP Goals 9, 14, 16, 17)
- Climate Action Plan- overlap between climate and biodiversity protection (BAP Goals 9, 20)
- Lighting Ordinance (BAP Goals 20)
- Landscaping Practices (BAP Goals 4, 8, 20)
- Funding for invasive plant management in County Parks (BAP Goals 4, 8, 20)
- Creating a land use valuation category for biodiversity conservation (BAP Goal 2, 3, 9)
- County Recommended Plant List Update for site development plans (BAP Goal 8,20)
- Input for the Sustainable Operations Policy (see doc)
- Invasive species management in County parks (email to Tim Padalino concerning treatment of hemlocks in Preddy Creek Park for wooly adelgid)
- Sent email to the Rivanna Water and Sewer Authority (RWSA) and the City of Charlottesville to chemically treat hemlocks (*wooly adelgid*) next to the Sugar Hollow Reservoir in order to help preserve the remaining trees

Presentations to the NHC:

Bee Research in Albemarle County Parks by Kelsey Schoenemann, MSc, PhD Candidate (September)

Challenges:

- Natural Resource Manager transition. Kim Biasioli left the position in September 2022 and the new Conservation Program Manager, Scott Clark, was not able to fully transition until January 2023.
- Continuing need for better citizen and member access to participation in meetings, because some members find it difficult to attend in person meetings.
- Overly restrictive interpretation of FOIA prevents utilization of work groups to accomplish NHC tasks such as visiting and performing natural resource inventories in County parks..
- Clearer process for the NHC to provide and for staff to receive input on natural resources and biodiversity issues and decisions.
- NHC role is hampered by lack of a consistent seat at the table for participating in County work groups as advisers to the BOS, which is a designated role of the NHC.

Designated Point of Contact: Scott Clark, Conservation Program Manager

Prepared By: Christine Putnam, Chair

Committee Members Meeting Attendance (Albemarle County Board of Supervisors Appointed Representatives Only):

[illegible]



Boards and Commissions Annual Report - 2023

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

Pantops Community Advisory Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
Fourth Monday of each month	6:15 – 7:45 pm	Sentara – Kessler Conference Room 595 Martha Jefferson Dr

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under “Meeting Dates” and enter “P” for present, “A” for absent, and “R” for resigned in the corresponding member attendance columns. If a member’s term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	09/26/22	10/24/22	11/28/22	01/23/23	02/27/23	03/27/23	04/24/23	07/24/23		
Anne E. Oliver	P	P	A	P	P	P	A	A		
Henry D. Light				P	P	A	P	P		
Ida Lee D. Wooten				P	P	P	P	P		
Judith Joyce				P	P	P	P	P		
Kate R. Kaminski					P	P	P	P		
Louis Falzer	P	P	A	P	P	P	A	A		
Michael R. Spatz	P	P	P	P	P	P	P	P		
Richard W. Ruffin	P	P	P	P	A	P	P	P		
Ron Brownfield	P		P	P	P	P	P	P		
Stephanie Lowenhaupt	P	P	P	P	P	A	P	P		
Michael Frazer					P	A	P	P		
Brian Mason	P									
Bea Lapisto Kirtley	P	P	A	P	P	P	P	P		
Donna Price		P	P	P	P	P	P	P		

Summary:

Provide a summary of the of the past year’s key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Canceled Meetings:

06/27/22

07/25/22

08/22/22

12/26/22

*missing meeting minutes from October 2022

September AC Parks and Green Systems Presentation; elections: Chair (Dick Ruffin), Vice Chair (Stephanie Lowenhaupt), Secretary (Anne Oliver)
October Community Meeting - ZMA2022-00009, Rolkin Road Multi-family
November Community Meeting - ZMA202200010, Riverside Village NMD Block 1 Amendment; Pantops Trail Crew introduction
January Free Bridge Lane
February AC44 High Level Overview/Update
March FY 24 Budget Town Hall - Rivanna/Scottsville & Pantops Community Advisory Committee Meeting
April Q & A with Supervisors; Community concerns
July PROJECT: ZMA202300004 Cornerstone Community Church; Broadband Focus Group

Designated Point of Contact: Richard Ruffin, Chair dickruffin@gmail.com

Prepared By: Khalilah Jones, Community Connector kjones9@albemarle.org



Piedmont Family YMCA

Provide the day, time, and location for the upcoming meeting schedule.

Enter the dates the meetings were held in the first row under “Meeting Dates” and enter “P” for present, “A” for absent, and “R” for resigned in the corresponding member attendance columns. If a member’s term expired during the reporting period, leave the boxes empty after the term expiration.

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

1. **Reach and Access** – expand the reach of the YMCA to include the underserved and underrepresented of Albemarle County while making Y membership, programs, and services accessible to all through scholarships, transportation, collaboration, and the removal of cultural barriers and economic roadblocks.

2. **Convene and Collaborate** – convene local service organizations, elected officials, business leaders, philanthropists, funders, and people of influence to work collaboratively, think strategically and act tactically to address community needs, close opportunity gaps and maximize resources in service to all in Albemarle County.
3. **Relevance and Sustainability** – stay relevant and sustainable through appreciative inquiry, broad community engagement, consumer feedback, competitor/trends analysis and engaged collaboration while adhering to disciplined financial practices, informed forecasting, diversified revenue streams, and the sharing of credit, costs, risk, and responsibility.

YMCA strategic priorities include:

1. **Youth Development** – evaluate and expand high-quality Youth Development programs to address a continuum of care for youth ages 0-18.
2. **Healthy Living** – expand the definition of Healthy Living, leveraging existing and developing new partnerships to establish an integrated community health model.
3. **Social Responsibility** – share the Y's Social Responsibility focus, implement Diversity, Equity and Inclusion (DEI) plan, and launch broad program outreach initiatives to provide access and impact.
4. **Financial Sustainability** – achieve long-term financial stability by maximizing fundraising efforts, reevaluating the traditional membership model, and leveraging collaboration to eliminate debt.

Key accomplishments and milestones include:

1. **Youth Development**

- YMCA Early Learning Center (ages 0-5) served 96 children; 75% receive a scholarship/subsidy.
- YMCA After School programs (ages 6-12) in eight (8) area schools served over 500 students.
- YMCA Summer Camps (ages 6-12) in two (2) locations served over 800 area children.
- YMCA Summer Academies (ages 6-12) in three (3) schools served over 200 students in full-day summer school and enrichment for at-risk children (free program).
- YMCA Teen Programs (ages 13-19) served over 1,300 area teenagers. Teens ages 13-19 received a free membership to the YMCA during the months of June, July and August.

2. **Healthy Living**

- Established integrated community health model with hospital referrals from UVA Hospital and Sentara Martha Jefferson Hospital.
- Completed chronic disease prevention programs:
 1. YMCA Diabetes Prevention
 2. LIVESTRONG at the YMCA for cancer survivors
 3. YMCA Enhance Fitness for balance and mobility
 4. YMCA Blood Pressure Self-Monitoring
- Beneficiary of the Charlottesville Ten Miler.
- Family recreation and youth sports programs served over 2,500 area families.
- Learn-to-swim programs for at-risk youth served over 1,200 area youth.
- Cavalier Aquatics (YMCA swim team) was #1 in the Country and served over 200 swimmers. 16-year old swimmer, Thomas Heilman competed in World Championships in Japan.

3. **Social Responsibility**

- Implemented DEI plan.
- Launched of 2nd grade learn-to-swim program in Louisa County.
- Launched of free summer teen membership program (1,071 teens enrolled).

4. **Financial Stability**

- Hired a Development Director to support philanthropic mission.

597 donors and grantors gave \$2,335,747 to advance the Y mission for all through financial assistance and scholarships for area families.

Designated Point of Contact: Jessica Maslaney, CEO; 434-270-7532; jmaslaney@piedmontymca.org

Prepared By: Jessica Maslaney, CEO



Piedmont Virginia Community College Board

Provide the day, time, and location for the upcoming meeting schedule.

Assisted the college with their new strategic plan by identifying strategic priorities for the college, approved PVCC's Chesapeake Bay TMDL Action Plan (DEQ MS4 Permit requirement), approved committee members for PVCC's curriculum advisory committee, approved the Medical Laboratory Assistant Career Studies Certificate, and approved the FY24 Local Funds Budget. Additionally, the College Board Service Award

recognizes an outstanding PVCC student or employee for their volunteer work and service to others. The award is self-funded by the board members. This year's award was given to a PVCC student.

Dr. Dassance and Dr. Rooney were elected as College Board Chair and College Board Vice Chair, respectively. These appointments are for a two-year term.

Designated Point of Contact: Rebecca Parkhill, executive assistant to the President and College Board liaison

Prepared By: Rebecca Parkhill



Boards and Commissions Annual Report - 2023

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

Places 29 - Hydraulic Community Advisory Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
Second Monday of each month	5:30 - 7 pm	Media Center at Greer Elementary School – 190 Lambs Lane, Charlottesville, VA 22901

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under “Meeting Dates” and enter “P” for present, “A” for absent, and “R” for resigned in the corresponding member attendance columns. If a member’s term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
		08/15/22	09/19/22	10/17/22	12/12/22	01/09/23	02/13/23	03/13/23	05/08/23	06/12/23
Christopher Rembold			A	A	P	P	P	A	A	A
Cynthia Neff		P	A	A	P	P	P	A	A	A
James Clemenko		P	P	P	P	A	P	A	A	P
Jane S. Foy		P	A	A	P	P	A	P	P	P
John N. Lewis		P	A	A	A	P	A	A	A	P
Diantha McKeel		P	P	P	P	P	P	P	P	P
Kimberly J. Swanson		P	P	P	P	P	P	P	P	P
Rosemary L. Miller		P	P	P	P	P	A	P	P	P
Rudy Fernandez			P	P	P	A	P	A	P	P
Vito Cetta		P	A	P	P	P	P	A	P	P
William C. Love, Jr.		P	P	P	P	P	A	P	P	P
Yolanda Y. Speed		P	P	P	A	A	P	P	P	P
Kate Lambert			A	A	P	P	P	P	P	A
Kendra Walston									P	P
Jaquelin Salazar									A	A

Summary:

Provide a summary of the of the past year’s key activities and activities that support your mission. You may include milestones, accomplishments, and challenges

Meeting Notes:

*Please note Jacquelin Salazar had dropped from the distribution list which may have resulted in her absence to CAC meetings. The staff liaison has contacted IT to have her re-added to the distribution list as of 9/21/23.

July No meeting scheduled
November canceled

April canceled (Budget Town Hall held instead)

August AC Parks and Green Systems, Charlotte Yancey Humphris Park Brief History & Update

September Lease Uses for the Former JC Penney's at Fashion Square Mall, Master Plan for Lambs Lane Campus

October ZMA202100011 The Heritage on Rio

December CAT (Charlottesville Area Transit): the Present and the Future; AC Broadband and Connectivity

January CAC Staffing / Liaison Introduction

February ZMA2022-00012 Arbor Oaks Townes presentation & Conversation

March Southwood Development Brief Presentation

April FY 24 Budget Town Hall - Jack Jouett & Places29-Hydraulic Community Advisory Committee Meeting

May Charlotte Humphries Park, ACPS 1:1 Initiative, Albemarle County Boys and Girls Club Tour

June Stormwater Updates RWSA Water Line Project

Designated Point of Contact: William Love, Chair billlove42@yahoo.com

Prepared By: Khalilah Jones, Community Connector kjones9@albemarle.org



Boards and Commissions Annual Report - 2023

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

Places 29 North Community Advisory Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
Second Thursday of each month	5:30 – 7pm	994 Research Park Blvd, Charlottesville, VA 22911

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under “Meeting Dates” and enter “P” for present, “A” for absent, and “R” for resigned in the corresponding member attendance columns. If a member’s term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	09/08/22	10/13/22	12/08/22	01/12/23	02/09/23	03/09/23	05/11/23			
Brentney Kozuch	P	P	P	P	P	P	A			
David Mitchell	A	P	P	P	P	A	P			
Deborah A van Eersel	A	A	A	P	A	A	A			
Irene Weir		A		P	P	P	P			
James A Dean	P	P	A	A	A	A	A			
Janet Moran				P	A	P	P			
Seth P Kennard	A	P	A	A	A	A	A			
Steven R Cameron		P								
Susan (Sue) B. Friedman	P	A	P	P	P	P	P			
Virginia P. C. Newton	P	A	A	P	P	A	A			
William P McLaughlin	P	P	P	P	P	P	P			
Anthony C. Pagnucco	A	A	P	P	P	A	A			
Bea LaPisto Kirtley			P	P	P	P	P			

Summary:

Provide a summary of the of the past year’s key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Canceled Meetings:

July 2022

August 2022

November 2022

June 2023

July 2023

September Parks & Recreation update

October - Community Meeting – SP202200021, Dominion Hollymead Substation

December CAC Community Connector staffing; conversation about AC44 updates

January Staff Liaison introduction, calendar/agenda development

February Zoning Modernization Project; AC44 Update

March Watchlist and Community Chat Kit

May CAA presentation; Albemarle County FY24 Budget discussion

Designated Point of Contact: William McLaughlin, Chair billmclaughlin_99@yahoo.com

Prepared By: Khalilah Jones, Community Connector kjones9@albemarle.org



Boards and Commissions Annual Report - 2023

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

Places29-Rio Community Advisory Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
4th Thursday of each month	6-7:30 PM	McIntire Road County Office Building, Room 235

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	08/25/22	09/22/22	10/27/22	12/08/22	01/26/23	02/23/23	03/23/23	04/27/23	05/25/23	06/22/23
Audrey Kocher	P	P	P	P	P	P	P	P	P	P
Brian MacMillan	P	P	P	P	P	P	A	P	P	P
Judy Schlusell	A	P	A	P	P	P	P	P	A	P
Lee Kondor	P	P	P	P	P	P	P	P	P	P
Martha Davis	A	P	P	P	P	P	P	P	P	P
Marty Meth	P	P	P	P	P	P	P	A	P	P
Nancy Hunt	P	P	P	P	P	P	P	P	P	P
Nathan Moore									P	A
Ned Gallaway	P	P	P	P	P	P	A	A	P	P
Nicole Scro	A	A	P	P	P	P	P	A	P	P
Peter Thompson	P	A	A	P	A	P	A	P	P	A
Rick Seaman	P	P	P	P	A	P	P	A	P	P
Todd Cone	P	P	P	P	P	P	P	P	P	P
Tom Paoletti	P	P	A	P	P	P	P	P	P	P

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

August -- Community Meeting – SP202200012 City Church Multi-Use Space Addition; Overview of Future Public Safety Operations Facility at Fashion Square Mall

September – Albemarle County Parks Presentation

October – Community Meeting -- ZMA202200006, 999 E Rio Rd Amendment

December – Community Meeting – ZMA202200011, Bee Safe Self-Storage; Community Meeting --

CCP202200001, Botanical Gardens of the Piedmont, McIntire Park; Route 29 Entrance Corridor Discussion with ARB Members

January -- CAC Staffing/Liaison Introduction; Virtual Meeting Policy Introduction
February -- AC44 Comprehensive Plan Update Presentation and Discussion
March -- AC44 Chat Kit Discussion Questions 2-5
April -- Monticello High School Students Citizen Action Project; Community Meeting -- ZMA 20230001 1193
Seminole Trail
May -- Community Meeting -- SP202300002 Community Christian Academy
June -- Broadband Focus Group

Designated Point of Contact: Allison Wrabel, Community Connector; awrabel2@albemarle.org; (434) 296-5841 x3010 or Tom Paoletti, Chair; tpcville@gmail.com

Prepared By: Allison Wrabel, Community Connector; awrabel2@albemarle.org; (434) 296-5841 x3010



Boards and Commissions Annual Report - 2023

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

Planning Commission

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
2 nd & 4 th Tuesday each month	4:00 pm & 6:00 pm	Room 241 and Lane Auditorium

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

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Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	07/12/22	07/26/22	08/23/22	09/27/22	10/25/22	11/29/22	12/13/22	01/10/23	01/24/23	02/14/23
Corey Clayborne	P	P	P	P	A	P	P	P	A	P
Fred Missel	P	P	P	P	P	P	P	P	P	P
Julian Bivins	P	P	P	P	P	P	P	P	P	P
Karen Firehock	P	P	P	P	P	P	P	P	P	P
Daniel Bailey	A	P	P	P	R	R	R	R	R	R
Lonnie Murray	P	P	P	P	P	P	P	P	P	P
Luis Carrazana	P	P	P	P	P	P	P	P	P	P
Nathan Moore										

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

During Fiscal Year 23 the following activities occurred:

- We held 17 Planning Commission Meetings
- The Election of Officers occurred in January 2023 in which Commissioner Corey Claiborne was appointed Chair replacing Commissioner Karen Firehock, and Commissioner Fred Missel was appointed Vice-Chair replacing Corey Claiborne.
- One member, Commissioner Daniel Bailey, resigned in October 2022 resulting in a vacancy that was open for seven months before Commissioner Nathan Moore was appointed in May .

- Twenty-three Planning Commission Meeting Minutes were approved.
- Two additional items were approved on the Consent Agenda
- Forty-two Public Hearings were held:
 - Thirty-six of those Public Hearing items were approved including the following:
 - Two AFDs were approved.
 - Two CCPs were approved.
 - Five ZTAs were approved.
 - Twenty-four SPs were approved.
 - Three of those Public Hearing items were denied including the following:
 - One SP was denied.
 - One SE was denied.
 - One ZMA was denied.
 - Three of those Public Hearing items, all of which were ZTAs, were deferred.
- Nine Work Sessions were held on the following topics:
 - 7/26/22 AC44-Growth Management Policy
 - 9/27/22 AC44-Growth Management Policy
 - 10/25/22 RMD Properties ZMA
 - 12/13/22 ZTA – Sections 31, 32, 33
 - 2/28/23 Commercial Solar
 - 3/28/23 Zoning Modernization
 - 4/25/23 AC44 Land Use/Transportation
 - 6/13/23 Personal Wireless Services Facilities Ordinance Study.
- Three additional Action Items were approved for the following applications:
 - 4/24/23 SDP2022-47 Victorian Heights AIA Review
 - 4/24/23 SUB2020-190 Montgomery Ridge-Phase 4-Sidewalk/Planting Strip Waiver
 - 4/24/23 SUB2022-178 Montgomery Ridge-Phase 4-Preliminary-AIA Review.
- The PC received two additional presentations on the following topics:
 - 3/14/28 Affordable Housing Developer Incentives
 - 5/23/23 Equity and Climate Action Tool.

Designated Point of Contact: Kevin McDermott

Prepared By: Carolyn Shaffer, Clerk

Committee Members Meeting Attendance (Albemarle County Board of Supervisors Appointed Representatives Only):



Boards and Commissions Annual Report - 2023

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

Albemarle County Police Department Citizen's Advisory Committee

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
The Second Tuesday, Every Other Month	09:00-10:00	1600 5 th Street Conference Room C or B

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

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Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	07/12/22	009/20/22	011/08/22	01/10/23	03/14/23	05/09/23	07/11/23			
Richard Hewitt (Chair)	P	P	P	P	P	Canceled	P			
Maureen Deane (Vice Chair)	P	P	P	P	P		P			
Tanishka Cruz (Committee Member)	P	P	P	P	P		P			
John Springett (Committee Member)	P	A	P	P	P		P			
Brian Williams (Committee Member)	A	P	P	A	P		A			
Bea LaPisto-Kirtley (BOS)	P	P	P	P	P		P			

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

***Discussions of Public Policing and Mental Health:**

988 System (Suicide and Crisis Lifeline)

This new system has been set in place to be implemented when the final details have been worked out with all parties involved.

- ECC has received calls from the 988 system and created a call for service.
- ECC does not currently refer/transfer any caller to the 988 system.
- Any crisis call received a call for service is created.

HARTS Program (Human Services Alternative Response Team)

Our HARTS program is a mental health unit made up of the Albemarle County Department of Social Services, Albemarle County Fire and Rescue, and the Albemarle County Police Department. This program is planning to provide immediate in-crisis response, follow-ups to connect people to services, and education for both individuals and the community. HARTS kicked off in July but is still a work in progress.

- We currently have one officer assigned to the HARTS unit, Ofc. B. Miller with intentions to assign additional officers when staffing permits.
- Currently Ofc. B. Miller actively monitors calls for service for any assistance he may provide to the responding officer and all parties involved in the call that need the HARTS Unit's services.
- Ofc. B. Miller actively receives referrals which he follows up on to evaluate what services are needed or if any are needed while building positive relationships.

We have already received feedback on the positive impact Ofc. B. Miller has had from the family members of those citizens he is working with.

- Discussion of the Mental Health Crisis Public Awareness Summit
- Discussion of the increased number of suicides in the county

Bringing School Resource Officers Back

Discussed the process of bringing SROs back and why they are beneficial. Col Reeves and Trevor Henry met with School Board Members two on two this past year to discuss the relationship, ask questions, and state concerns. This allowed school board members to get answers straight from the chief and to clarify expectations between the two departments. The previous SRO positions were relocated to the mental health units after the decision was made to remove them from the schools. It was agreed the school board would fund the SRO salary for the Lambs Lane campus and the police department would use one of the previous SRO positions to be a backup to the first SRO. Any future SRO officer positions would come at the expense of the school board.

DCJS has new regulations that officers in the position of an SRO will be required to complete a new training course.

- Help build student, teacher, and LEO relationships
- We understand this is one officer and a backup officer for 11 schools in our county. With the help of community leaders like the Boys and Girls Club, local Church programs, Sin Barreras, DSS, the school faculty, and the student's parents hopefully together can reach as many students as possible to help guide them to a positive future.

Discussion on the increased number of overdoses in the county

- In Virginia, the number of people dying from drug overdoses is at a record high
- Fentanyl is the number one contributor to overdoses
- Fentanyl is everywhere and does not discriminate on whom it affects
- Narcan Training has been provided to our staff
- Narcan kits have been distributed to staff and throughout the department
- JADE responds to overdose

calls

-Educating our staff and community of fentanyl is a priority

***Discussions on Gun Violence in the county and surrounding jurisdictions:**

Juvenile Gun Violence in the Area

There is a rise in gun violence in the past year involving juvenile gang members, but they do not account for all the gun violence in the county and our surrounding jurisdictions.

-Last year, gang violence was in the southwest area of Albemarle and now extends to the northwest. This is predominantly made up of juveniles and led by adults using the juveniles to commit these crimes. Some of these juveniles have grown up together and parents have decided to move them from surrounding jurisdictions into the county with other family members in hopes of getting them away from their questionable situations.

-vehicle larcenies

-vehicle break-ins

-shots fired

-one homicide involving a juvenile to date

-Juveniles don't fear accountability for their crimes

UVA Shooting

Discussion on how Albemarle Police Department aided UVA during and after this tragedy. How the community has been affected and the steps to help the community heal and feel safe.

The Uptick in the Overall Gun Violence in the Area and Our Response

Domestic violence is another main contributor to our uptick in gun violence this past year and the current year.

-The Department has reached out to Mr. Hingeley's Office and Juvenile Intake's Office on accountability for juvenile crimes involving a gun.

-Bringing back the SRO Program

-Operating the department to make an open, healthy, and strong relationship with the community.

-Implementing the CITAC and HARTS programs

-Increase LEO numbers and training

-Collaboration of the local department (ACPD, UPD, & CPD)

-Col. Reeves, Chief Longo, and Chief Kochis have a scheduled monthly meeting

-Regional CompState was created from the collaboration of the three chiefs of each agency:

-Col. Sean Reeves (Albemarle County PD)

-Chief Tim Longo (University of Virginia PD)

-Chief Michael Kochis (Charlottesville PD)

This is a scheduled monthly meeting that all three departments, Virginia State Police, FBI, US Attorney's Office, Juvenile Justice, and Commonwealth Attorneys from County and City meet. The first part of this meeting is to openly discuss criminal activity, issues in the community, and how it can be improved or fixed by working together. The second half of this meeting is for analysts and sworn personnel only. This allows going over situations, statistics, and facts not ready to be released to the public.

Discussion on how strong collaboration can be perceived as a threat to some citizens in the community. The departments need to provide a clear understanding to the community their focus is to have a united and safe community for everyone.

Officer Involved Shootings

Discussion of the limited information Col. Reeves was able to release of the incidents and what happens next.

- The Virginia State Police is the lead of the investigation
- Mr. Hingeley will receive a report from the Virginia State Police
- The following steps will be followed unless the LEO is criminally charged:

Officer-involved shooting protocol

- Support and assist our officer

Administrative Leave

- Psychological Evaluation
- Restrictive Duty

All Cleared

- Released to full duty
- Making sure the department is transparent with the community.

Pay, Recruitment, and Retention

Discussion on our recruitment of sworn personnel:

- Diversity of our staff, pay to attract and retain our staff.
- the location we are advertising and how far out of the area or state are we recruiting
- sign-on bonuses temporarily approved for sworn recruits
- civilian staff down, our Services Unit running at 50% staffed temporary sign-on bonus for services new hires approved

Training and equipment

Discussion on having our department knowledgeable and trained to be ready to react to any situation and to have the equipment readily available to assist them.

- Phase training for all sworn personnel (Constitutional Law, Driving, Defensive Tactics, and firearms Training)
- RTF Training
- Active Shooter Training
- Drone Training
- Virtual Reality Training
- CIT and De-escalation

- Speed Cameras for Albemarle HS Campus
- Drones
- Total System
- Shields -Night Vision
- Suppressors
- LPR

Uniforms

- New ripstop pants for durability
- Molle Vest
- Lightweight quarter-zip fleece-lined shirts (Shift or for training)

Discussion-working on the department internally

DEI Meetings

Col Reeves and Lt. Gomez have worked together to ask a diverse group of our staff if they would like to be part of a DEI group. This group will openly express any concerns about any type of discrimination they have encountered or witnessed. From here the feedback went back to the command to start addressing some of our internal issues. Recently, Col Reeves, Lt. Gomez, and Jesse Brookins held a morning and evening DEI meeting for all our staff to attend and speak freely. No command staff were present, but we did have sergeants. Later it was suggested for the comfort of the sworn personnel to speak freely. These meetings will continue, and Col. Reeves made it very clear that treating one another any differently than as a human being was not going to be tolerated.

Wellness

Discussion on employee health is a department's top priority. Staying healthy physically can be beneficial to your mental wellness.

-There will be a revamp of wellness to make sure it is an effective hour being used.

-Lighthouse App

-Life Fit implemented Jan 2024

Ongoing community events the police department is involved in:

-Toy Lift

-Santa Patrol

- National Night Out (Our first traveling National Night Out- we went to different communities this year)

- Putt-Putt with Police

-James River Boys and Girls Club Event

-Simpson Park Event

-Jackfest

-Battle of the badges

-Trunk or Treat

- Virginia Rules Summer Camp- Southwood Community Involvement

- Latin Community Events, such as Sin Barreras, Charlottesville Sabroso

- Senior Community Events, such as safety and fraud presentations at nursing homes and Senior Center, Triad, and VFW

Designated Point of Contact: Danielle Burch

Prepared By: Danielle Burch



Citizen Advisory Committee for the Public Defender office.

Provide the day, time, and location for the upcoming meeting schedule.

Prepared By: Elizabeth Murtagh, Public Defender



Region Ten Community Service Board of Directors

Provide the day, time, and location for the upcoming meeting schedule.

Prepared By: Bruce Johnson, Jr.



Central Virginia Regional Housing Partnership and Central Virginia Regional Housing Partnership Executive Committee

Provide the day, time, and location for the upcoming meeting schedule.

Enter the dates the meetings were held in the first row under “Meeting Dates” and enter “P” for present, “A” for absent, and “R” for resigned in the corresponding member attendance columns. If a member’s term expired during the reporting period, leave the boxes empty after the term expiration.

[illegible]

Summary:

Provide a summary of the of the past year’s key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

The Central Virginia Regional Housing Partnership concluded a milestone year that included multiple grant awards, an over 200-person in-person housing summit, and multiple networking and community engagement opportunities. At its September 2022 meeting, a presentation from Piedmont Housing Alliance’s Housing Hub provided stark information about the current affordable housing shortage’s effects on renters across the region. This data was cited at multiple meetings throughout the region thereafter as a window into the current affordable rental shortage.

Throughout the fall, implementation committees for the adopted 2022-2025 Strategic Plan began, guiding staff activity around affordable housing deliverables. In November 2022, TJPDC Staff, Chair Ned Gallaway, and Vice-Chair Keith Smith attended the Governor’s Housing Conference in Crystal City to continue to develop relationships with state agencies, neighbor PDC’s, and other housing organizations. In December 2022, the CVRHP hosted Delegate Sally Hudson for a conversation around affordable housing in the region and also how the state can play a role in increasing its production and preservation. Also starting in December, Chair Gallaway and Vice-Chair Smith began a tour of the TJPDC’s member localities’ governing boards, presenting the CVRHP’s mission, activities, and real-time housing data. They visited Greene County, Albemarle County, the City of Charlottesville, and Nelson County between December 2022 and March 2023.

In January 2023, TJPDC staff was alerted that its application to Virginia Housing Alliance’s AmeriCorps VISTA program was approved, and a VISTA member would start in August 2023 to support the CVRHP’s strategic planning deliverables, including affordable housing tools and communications. In March 2023, the CVRHP hosted “Coming Back Home” at the Charlottesville Omni, an in-person summit focusing on affordable housing issues in the rental and homeownership spaces. Over 200 individuals attended the event, which featured 9 panels on a wide range of affordable housing topics, and a keynote speaker. The event was well-received and supported through a wide variety of organizations including Virginia Housing, Albemarle County, and other localities, nonprofit, and for-profit organizations. Around \$45,000 was raised to support the event. A networking event for CVRHP members, elected officials, and panelists was held at Common House in Charlottesville the night before.

In April 2023, after a suggestion by Chair Gallaway, TJPDC staff began organizing a developer incentive roundtable with local for profit and nonprofit developers, CVRHP voting members, and other invited stakeholders. This event occurred in July 2023. Finally, TJPDC staff was awarded a \$12,500 grant in May 2023 to contract with another consultant, Amy Nisenson Consulting, to perform part of the strategic planning implementation as presented in the 2022-2025 Strategic Plan. Their work will identify potential permanent funding streams for the CVRHP, identify and recruit new members, and conduct a bylaws revision. Work has begun on that implementation as of July 2023.

Designated Point of Contact: Ian Baxter, ibaxter@tjpd.org

Prepared By: Ian Baxter



Regional Transit Partnership

Provide the day, time, and location for the upcoming meeting schedule.

Managed the start-up of the Regional Transit Governance Study, funded by DRPT with local assistance. The project presented peer transit governance and funding structures and is working on developing recommendations for a funding and governance structure for the Charlottesville/Albemarle region.

Applied for and received a DRPT 5310 Mobility Management grant to develop a regional public transportation information and referral call center. Secured partnership with JABA and will be starting to work on the project in early October when the grant funds become available.

Continued to host a forum for transportation operators to share information and updates to studies, data collection, and operations.

Participated in the Blue Ridge Health Department, Community Health Initiative Plan's implementation, Mobility Alliance, and the Charlottesville Area Alliance Transportation Working Group. Helping share information with community groups and assist with their initiatives to improve public transportation.

Designated Point of Contact: Lucinda Shannon

Prepared By: Lucinda Shannon



Rivanna River Basin Commission

Provide the day, time, and location for the upcoming meeting schedule.

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

RRBC Mission: The RRBC is a regional organization tasked with providing guidance for the stewardship and enhancement of water and natural resources of the Rivanna River and its watershed. The members of the RRBC are local elected officials from the City of Charlottesville and Counties of Albemarle, Fluvanna, and Greene, members of the local soil and water conservation districts, and citizens recommended by the member local governments. The RRBC promotes activities that foster resources stewardship for the environmental and economic health of the basin through supplying a forum for communication, coordination, and education and by suggesting appropriate solutions to identified problems for governments and citizens.

Milestones & Accomplishments:

- Modernized and Updated Rivanna River Basin Commission Website with information of environmental stewards to the Rivanna River, Rivanna Forum, values of the commission, and maintained meeting materials, agendas, minutes, and recordings of Board, Annual Conference and Stakeholder Advisory Group Meetings
- Continued partnership with the Rivanna Stormwater Education Partnership to share public outreach materials related to water quality and stormwater management on RRBC Facebook Page, and a community rain barrel workshop.
- Hosted Seventh Annual Rivanna River Basin Commission Conference. The conference presentations focused on utility scale solar's environmental impacts, creative solutions related to utility scale solar, and a presentation from DEQ's office of environmental justice.
- Hosted Stakeholder Advisory Group meeting as part of new strategic work program, to release the Stewardship Mapping and Assessment Project and gather feedback from over 25 environmental stewardship groups serving the region.
- RRBC Staff wrote a letter to the Department of Environmental Quality, encouraging the development of a TMDL (Total Maximum Daily Load) Implementation Plan for the North Fork Rivanna River. DEQ is currently beginning the public input portion of the Implementation Plan's actions, which will increase funding available to address stream health, and recommend actions to meet the TMDL.

Challenges:

As part of the RRBC's approved Five Year Strategic Work Program (FY23-27) the commission staff can assist the region's counties and towns with grants related to water quality improvements, access, education, and other activities related to the defined values of the RRBC. The TJPDC supported two applications for tree canopy expansion projects within the watershed, but neither were funded. Of 64 applications submitted across the state, only one was partially funded.

Designated Point of Contact: Isabella O'Brien, iobrien@tjpd.org, 434-422-4824

Prepared By: Isabella O'Brien, TJPDC Planner I, RRBC Staff



Boards and Commissions Annual Report - 2023

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

Rivanna Solid Waste Authority

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
4 th Tuesday - July, Sept., Nov., Jan., March, May	2:00 PM	695 Moores Creek Lane, Charlottesville, VA for all meeting except July 2022 and March 2023 were virtual meetings via Zoom

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	7/26/22	9/27/22	11/15/22	3/28/23	1/24/23	3/28/23	5/23/2023			
Michael Gaffney	P	P	P	P	P	P	P			
Jeff Richardson	P	P	P	P	P	P	A			
Jim Andrews	P	P	P	P	P	P	P			
Lance Stewart	P	P	P	P	P	P	P			

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

- Reviewed and Approved the FY 24 Operating Budget (\$7.9M)
- Reviewed, held public hearing, and adopted the Rate Schedule for FY 24
- Reviewed Annual Comprehensive Financial Report
- Grand Opening of the Southern Albemarle Convenience Center
- Completed a Performance Evaluation of the Executive Director
- Received updates and provided guidance on programs including:
 - Review of the RSWA History and Organizational Agreements

- Baling Facility
- Special Collection Events
- Leadership Development Program
- Asset Management Program
- Remote Participation Policy
- Amended and Restated By-Laws
- Administration Building Renovation and Addition
- 2023-2028 Strategic Plan
- Personnel Management Plan Update
- Pay Scale Adjustment, Restructuring and Regrading
- Safety Program
- Physical and Cyber Security
- Construction Contracts
- Professional Services Contracts
- Sustainability and Climate Action
- Ivy Material Utilization Center and Recycling
- Flexible Benefits Plan

Designated Point of Contact: William I. Mawyer, Jr., Executive Director

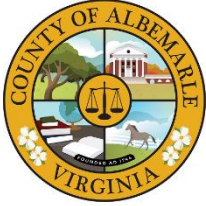
Prepared By: Deborah Anama, Executive Assistant

- Sale of 1880 Buck Mountain Road
- Transfer Scottsville Drinking Water Infrastructure to RWSA
- Established Remote Participation Policy
- Amended and Restated By-Laws
- Authorized Execution of Construction Contracts and Professional Services Contracts
- Reviewed the Annual Comprehensive Financial Report
- Completed a Performance Evaluation of the Executive Director
- Received updates and provided guidance on programs including:
 - Strategic Plan 2023
 - Water and Wastewater Treatment Facilities and Processes
 - Major Capital Projects
 - Safety Program
 - Dam Safety Program
 - Leadership Development Program
 - Asset Management Program
 - Administration Building Renovation and Addition
 - Personnel Management Plan Update
 - Pay Scale Adjustment, Restructuring and Regrading
 - Flexible Benefits Plan
 - Unregulated Contaminant Monitoring Rule 5
 - Urban Water System Permit Update including Releases from the Sugar Hollow Reservoir
 - Moores Creek Wastewater Master Plan
 - Long Range Utility Concepts of the RWSA
 - Annual Reservoir Report, Results from 2021
 - Review of the Community's Water Supply Plan
 - Financial Policies
 - Buck Mountain Property Management
 - RWSA History and Organizational Agreements
 - Physical and Cyber Security
 - Sustainability and Climate Action

Designated Point of Contact: William Mawyer

Prepared By: Deborah Anama

Committee Members Meeting Attendance (Albemarle County Board of Supervisors Appointed Representatives Only):



Boards and Commissions Annual Report - 2023

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

Route 250 Task Force

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
As Needed	N/A	County Office Building - McIntire

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
Bonnie Samuel										
Peter V. Daniel										
James R. Sofka										

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

The Route 250 West Task Force has not met since December 2019. The charge of the Task Force is as follows:

"Review and make recommendations to the Board of Supervisors with regard to all transportation improvements on the Route 250 West corridor (250 Bypass to the Yancey Mill interchange). The Task Force will review, with public participation when necessary, each proposal prior to approval or inclusion in any request for funding. The Task Force will include in its consideration projects already in or proposed to be in the

Six-year Secondary and Primary Road Plans, short-term projects recommended in the Route 250 West Corridor Study, and other transportation proposals that may be presented by residents and businesses along the Route 250 West Corridor.

No new transportation improvements have been initiated in the Corridor during the past two years although a successful grant for the Three Notched Trail Planning Study which may coincide with the US 250 West Corridor for a portion of its length, may be an opportunity for future meetings. The rural nature of the Corridor makes it unlikely that this Task Force will need to meet with any regularity because there is not a significant amount of transportation projects proposed on the Corridor that are highly prioritized. Staff will continue to evaluate the need for future meetings.

Designated Point of Contact: Kevin McDermott

Prepared By: Kevin McDermott



Boards and Commissions Annual Report - 2023

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

Solid Waste Advisory Alternatives Committee (SWAAC)

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
2nd Thursday of the month	4-5:30 pm	Totier Room 235, McIntire County Office Building

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	07/14/22	08/11/22	09/08/22	10/13/22	11/10/22	12/08/22	01/12/23	02/09/23	03/09/23	04/13/23
Christine Putnam	P	P	P	P		P	P	P	P	P
Peggy Gilges	P	P	P	P		P	P	P	P	P
Jesse Warren	P	P	P	P		P	P	P	A	P
Margaret Eldridge	A	P	P	P		A	A	P	A	P
Teri Strother (nee Kent)	A	P	P	P		P	P	P	A	
Navarre Bartz	P	A	A	A		A	A	R	R	R
Victoria Walsh	P	P	P	P		P	P	P	P	P
Betsey Soulsby	P	P	P	P		P	P	P	P	P
Kendall Dix		P	P	P		P	P		A	P
Adam Gendell		P	P	P		P	P	P	P	P
Annie White				P		A	A	A	A	A
Anne Johnson	P	P	R	R	R	R	R	R	R	R
Sage Bradburn	P	P	R	R	R	R	R	R	R	R

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Membership Changes:

- Jesse Warren stepped down at the end of his term in May 2023 after serving on the SWAAC for nine years including holding the position of chairperson.
- Other resignations: Anne Johnson, Monty Harris, Navarre Bartz, Sage Bradburn
- New members: Adam Gendell, Kendall Dix, and Annie White

Presentations to the SWAAC:

Andrea Johnson, Chief Executive Officer, van der Linde C&D Recycling (August)
Joe Szakos on waste diversion for building materials to the Habitat Store (September)
Margaret Bloom, Panorama Paydirt (January)
Adam Gendell, The Recycling Partnership -PET Recycling (February)
Craig Wittig, The Recycling Partnership's community grant partnerships (March)
Eric Walters, Black Bear Composting (April)
Isabella O'Brien, SMM and Climate Action (April)
Matt Page, Lifecycle Organics (May)

Actions:

- Tour of van der Linde C&D Recycling facility in Troy, VA - several members attended and reported by to the committee (July)
- Tour of Ivy MUC provided by Phil McKalips- several members attended and reported back to the committee (February)
- Glass Recycling:
 - Members met with GFL representatives about glass hauling and messaging around getting glass and plastic bags out of the single-stream curbside collection. GFL was willing to be a hauling partner for glass, and agreed to send a sales rep out to the sites to get a better idea of what the hauling would entail.
 - In fall of 2022, \$25/ton payment for glass dropped to zero, as a result RSWA must pay transport costs to Strategic Materials. This put the potential partnership with GFL to haul glass to Ivy MUC on hold.
- ACPS Composting Program
 - Members provided classroom lessons on composting to students at Mountain View, Greer and Hollymead Elementary Schools.
 - Members volunteered in the school lunchroom to help set up the composting system and to direct students and staff on how to properly sort lunch waste at Murray, Hollymead, Greer and Mountain View Elementary Schools. One member spent more than three months guiding students at Greer ES.
 - Members communicated regularly with ACPS Building Services Manager, John Coles, concerning the composting program.
 - Members communicated with ACPS school board members about progress and provided recommendations for reducing food waste.
 - Members attended September ACPS Parent Council Meeting to communicate composting opportunities
 - Co-Chair Christine Hirsh-Putnam was a recipient of the 2023 Sustainability Leadership Award, recognized by UVA's Sustainability Office for her outstanding contributions to our community.
- Comp Plan Update
 - Reviewed and made recommendations for the SMM goals and objectives for the AC44 Comp Plan Update.
- Communication to the BOS on artificial turf fields
 - Letter to BOS and Albemarle Parks and Rec - raising concerns about synthetic turf PFAS (forever chemicals) getting into soil, water and people. (November)
- Hauler Requirements:

- Members researched hauler requirements in Northern Virginia counties and reported findings to committee and staff
- Committee discussed with staff: hauler permitting and the potential to require private haulers to meet emission standards, offer curbside recycling and/or composting subscription collection, and need for reporting to gather metrics to meet climate action goals.
- Sustainable Materials Management Coordinator position
 - As part of the SWAAC Charter, members provided input to staff on the job description for a Sustainable Materials Management Coordinator position.
- Plastic Bag Tax
 - Members participated in monthly meetings with other community groups to support equitable rollout of the plastic bag tax.
 - Members helped to set up collections of gently used reusable bags at the two Charlottesville refillery stores. We created a leaflet to attach to the bags with information on why the tax is in place and a QR code link to the AC website for more information. Helped distribute the collected bags at various places including West Haven, COB on McIntire Rd., Fifth Street COB, Literacy Volunteers Office, area food banks, IRC, etc.
- Recycling Ambassador Program at McIntire Recycling Center
 - Members volunteered 96 hours answering questions and guiding patrons on how to best recycle.
- Public Outreach in partnership with Community Climate Collaborative
 - Members updated C3 blog, [Resolve to Recycle Right in 2023](#)
 - Members participated in free composting webinar
- SWAAC Charter- reviewed and recommended changes.

Challenges:

- Quantifying successes
- Concerns about member participation for in-person meetings. Many members travel for work making it difficult to participate in person. Having the ability to call in or a virtual option for participation is needed.

Designated Point of Contact: Christine Hirsh-Putnam, SWAAC Co-Chair chirshputnam@gmail.com
434-989-0714

Prepared By: Jamie Powers, Climate Protection Project Manager, jpowers2@albemarle.org, 202-425-6209

Committee Members Meeting Attendance (Albemarle County Board of Supervisors Appointed Representatives Only):

[illegible][illegible]



Boards and Commissions Annual Report - 2023

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

Thomas Jefferson EMS Council Board of Directors

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
2 nd Wednesday/odd months	19:00	Thomas Jefferson EMS Council offices/virtual as needed

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	09/14/22	11/09/22	01/11/23	03/08/23	05/10/23	07/12/23				
Meade Witaker	P	A	P	P	P	A				

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Continued efforts with existing programs, for example review of Rescue Squad Assistance Fund regional proposals, patient care guidelines, continuing education, mental health/wellness, medication exchange, and regional planning and performance improvement for the Thomas Jefferson EMS Council region. Reviewing and implementing new programs, for example Autism Response Protocol, a joint effort to train all first responders (EMS, Law, Fire, and Dispatch) as a unified response to a patient(s) on the Autism spectrum. Additionally, efforts continue to identify ways to enhance recruitment and retention of EMS providers in the

region. Identifying ways to enhance fund raising, to include re-engaging non-sponsoring municipalities, e.g. Albemarle County, City of Charlottesville, and engaging new sponsors.

Designated Point of Contact: RD Peppy Winchel, Jr, Executive Director, Thomas Jefferson EMS Council

Prepared By: RD Peppy Winchel, Jr

and vulnerability and allows localities to plan for mitigation efforts over the next five years. Adoption of the plan allows localities to access certain federal funding sources.

- The 2023 Hazard Mitigation Plan update was formally approved by FEMA earlier this year. Following previous approval by Fluvanna, Louisa, and Nelson Counties, and the Town of Scottsville, the remaining localities in the region all adopted the plan. Approval letters subsequently were sent from FEMA to the localities. TJPDC staff already is working to plan for the application of the next Hazard Mitigation Plan, slated to be complete by 2028.

Watershed Implementation Plan: The TJPDC, pursuant to a contract with the Virginia Department of Environmental Quality (DEQ), collaborates with DEQ and other partners to provide educational resources and technical assistance related to the Watershed Implementation Plan to the local governments of Albemarle, Charlottesville, Fluvanna, Greene, Louisa and Nelson and regional stakeholders, in an effort to reduce loads of nitrogen, phosphorus, and sediment for the Chesapeake Bay TMDL.

- TJPDC staff worked with Albemarle Climate Protection staff to develop SMART goals for reducing greenhouse gas emissions from waste.
- The Stewardship Mapping and Assessment Project was launched in partnership with the USDA Forest Service. The project will result in a comprehensive and publicly accessible map and database of environmental stewards working in the region, their organizational characteristics, network characteristics, and geographic turf.
- Staff joined the Middle James Roundtable Steering Committee, which is a collaborative effort to improve water quality through local and regional community-based watershed projects.
- Staff continues outreach to regional environmental stewards to encourage participation in the Stewardship Mapping and Assessment Project (STEW-MAP) Survey. STEW-MAP will result in a publicly accessible map and database of environmental stewards detailing organizational, network, and geographic characteristics.
- Staff supported a Community Rain Barrel Workshop, coordinated by Charlottesville's Water Conservation Program, by developing educational materials on rain barrel assembly, maintenance tips, and the benefits of rain barrels that were shared with the 25 attendees.

Rivanna River Basin Commission (RRBC): The RRBC, formed in 2007 as a result of state enabling legislation and whose members are Albemarle, Fluvanna and Greene Counties and the City of Charlottesville, recommends programs for the enhancement of the water and natural resources of the Rivanna River and its watershed.

- Staff planned and coordinated the 7th RRBC Annual Conference, held September 29th at the Lewis and Clark Exploratory Center. Speakers discussed the topics of environmental justice and solar planning. Staff is planning the RRBC Annual Conference to be held in person in September, 2023.
- RRBC website updates continue and now include a calendar and a Rivanna stewardship page. Another update will store information on art and history of the Rivanna.
- A stakeholder advisory group meeting was held with local environmental stewards on the Stewardship Mapping and Assessment Project.

Housing

Housing Development Program: In July 2021, the TJPDC was awarded \$2 million from Virginia Housing to work with community partners to develop 20 new housing units in the TJPDC region. This was part of \$40 million committed to all 21 Virginia PDCs for new housing initiatives.

- The TJPDC is funding affordable housing development in all localities in the planning district with Habitat for Humanity of Greater Charlottesville, Fluvanna, and Piedmont, as well as the Charlottesville Redevelopment & Housing Authority and Virginia Supportive Housing. In total, \$1.8 million will be leveraged to develop 160 new affordable housing units.
- As of June 30, 2023, 10 units have been completed in Charlottesville, Fluvanna, and Louisa. Staff anticipates the closing of units in Southwood, built by Habitat for Humanity of Greater Charlottesville. These units will be sold to families making at most 60% area median income.
- TJPDC staff anticipate the summer closing of nine units in Albemarle County, built by Habitat for Humanity of Greater Charlottesville, one unit in Fluvanna County, built by Fluvanna Habitat for Humanity, and one unit in

Nelson County, built by Piedmont Habitat for Humanity.

Central Virginia Regional Housing Partnership (CVRHP): The TJPDC has been partnering the past four years with all of the region's localities, as well as the private and nonprofit sectors, as part of the CVRHP. It serves as an official advisory board to the TJPDC charged with enhancing regional coordination and effectiveness in addressing the unmet housing needs in the region.

- The CVRHP formally adopted a five-year strategic plan. Implementation committees guide staff as the strategic plan moves from vision to action.
- The Chair and Vice Chair of the CVRHP began visiting all governing boards in the planning district to introduce themselves to elected officials and answer questions about the RHP.
- The CVRHP hosted an in-person housing summit on March 24. The sold-out event had a variety of breakout sessions on rural and urban housing topics, a keynote address, and ample networking time to forge connections. Over 215 individuals registered to attend.
- The CVRHP was awarded a grant from Virginia Housing to fund strategic plan implementation. Using the adopted 2022 strategic plan, the TJPDC has hired a consultant to support a membership, bylaw, and fee structure review for the Partnership.
- The TJPDC successfully recruited a new AmeriCorps VISTA member. This member will support efforts to create a portfolio of housing resources for member localities and support communications planning for the CVRHP.

Virginia Eviction Reduction Pilot (VERP): TJPDC administers an eviction reduction pilot (VERP) grant from the Department of Housing and Community Development (DHCD) with subgrantee Piedmont Housing Alliance to address and prevent evictions in Albemarle County and the City of Charlottesville. The grant funds two staff members at PHA (eviction prevention case manager and landlord mediator). The funding also provides direct financial assistance for community members at risk of eviction and a court navigation program that helps connect individuals with resources. The TJPDC maintains and organizes an advisory committee of local governments, housing providers, landlords, and other relevant parties to help support these efforts.

- Eviction prevention work is ongoing through the VERP grant, with over 50 households served thus far in 2023. Services provided include direct financial aid, court navigation services, and financial counseling.
- TJPDC and Piedmont Housing Alliance (PHA) staff met with the Albemarle County District Court Presiding Judge to discuss how mediation services can be directly integrated with eviction court proceedings.
- A new Landlord Engagement Specialist was hired at PHA, which completes the staffing of the grant-supported program at PHA.

Thomas Jefferson HOME Consortium: TJPDC is the administrator for the first regional HOME Investment Partnership Consortium in Virginia. This program provides annual entitlement funding through the Department of Housing and Urban Development (HUD) for housing rehabilitation, down-payment assistance or new construction for qualifying households in all localities in the region.

- TJPDC and the City of Charlottesville staff collaborated to develop the next five-year Consolidated Plan for the use of HOME and CDBG funds. Staff have consulted with over 15 community organizations and leaders to complete the needs assessment.
- Staff compiled an allocation plan for HOME-ARP funds, of which each locality will receive about \$347,000. The plan has been accepted by HUD and TJPDC staff is working with locality staff to begin the projects described in the plan. In the plan, the HOME Consortium committed to providing 17 new rental units for low-income seniors, as well as supportive services to homeless or at-risk residents in Greene and Albemarle Counties.
- The 2023-27 HOME-CDBG Consolidated Plan has been completed and submitted. CHDO set-aside funds have been designated for Piedmont Housing Alliance by the City of Charlottesville to build six to nine affordable homebuyer housing units. CAPER end-of-year reporting on Program Year 2022 is under way.
- In accordance with the HOME-ARP Allocation Plan, BRACH, as the subrecipient for Albemarle County, has signed an agreement with TJPDC to provide McKinney-Vento Supportive Services to those who are homeless or at risk of homelessness. Agreements with other subrecipients are being developed and will be executed by

September 2023.

Housing Preservation Grant (HPG): TJPDC annually receives these funds that are an important supplement to the HOME program, providing additional dollars for rehabilitation projects in the counties of Albemarle (eligible rural areas), Fluvanna, Greene, Louisa and Nelson.

- HPG FFY 2022 funds have been designated to 39 home rehabilitation projects, committing over \$133,000 of the total \$182,750 available for the year. These projects serve households with very low or extremely low incomes. Projects include roof repairs, installation of ramps for accessibility, septic replacements, and plumbing repairs.
- The HPG FFY 2023 pre-application has been submitted, and if approved, will begin in October.

Legislative Services

Legislative Services Program: This long-standing program represents the interests and positions of the region's localities with state policymakers, producing a regional legislation program and advocating for locally-requested bills and budget amendments during the General Assembly session.

- Local governing bodies in the region approved the 2023 TJPDC Legislative Program at meetings during November and December. The program continues to focus on fewer top priorities and lists positions on a shorter list of topics of primary importance to local governments.
- The legislative services program worked with several localities to shape their local legislative position statements and bill requests for this year, and participated in meetings with Albemarle, Fluvanna and Louisa Counties and their state legislators. Various state-level meetings were attended and monitored, and the Mayor & Chairs/CAOs quarterly meeting also was organized and held.
- The Director of Legislative Services continues to serve as the Executive Director for the Virginia Association of Planning District Commissions.
- Legislative Newsletters were produced on a regular basis and were sent out by email and posted on the TJPDC website.
- The Director of Legislative Services planned and led discussion at the quarterly meetings of the Mayor & Chairs/CAOs meeting.

Local/Regional Support

The TJPDC supports the Counties of Albemarle, Fluvanna, Greene, Louisa, and Nelson, and the City of Charlottesville, by leading or managing various programs that benefit an individual locality or several/all localities in the region. This work currently includes the following:

Virginia Telecommunication Initiative (VATI): TJPDC is the grant administrator for the \$287 million VATI broadband project, in cooperation with partner Firefly Fiber Broadband, which includes rural internet expansion in all TJPDC counties.

- TJPDC finalized contracts with both partner Firefly Fiber Broadband and grant funder Department of Housing and Community Development (DHCD).
- TJPDC facilitated quarterly stakeholder meetings for all 13 county partners.
- As of December, the project had achieved 339 miles of field data collection; 1,489 miles of fiber design; 172 miles of make ready construction; 151 miles of aerial fiber placement; 64 miles of underground fiber placement; 12 miles of splicing and 24 passings.
- TJPDC staff members conducted site visits to view progress underway.
- As of June, the project had achieved over 386 miles of field data collection; 1,617 miles of fiber design; 605 miles of make ready construction; 226 miles of aerial fiber placement; 188 miles of underground fiber placement; 165 miles of splicing and 1,125 passings.
- TJPDC was notified in May that our proposal for VATI23 grant would not be funded; TJPDC and Firefly had submitted an application to expand the current VATI project by an additional 311 miles of fiber construction in several counties.

Blue Ridge Cigarette Tax Board (BRCTB): TJPDC provides administrative support to the Board, which includes four PDC localities (Albemarle, Charlottesville, Fluvanna and Greene) and four jurisdictions outside our region.

- On a monthly basis, TJPDC processes cigarette tax reports and remittances from distributors for the eight jurisdictions; approximately \$250,000 in tax revenue is processed each month.
- TJPDC hired a compliance agent and set in motion a process for on-site visits by the agent to retail establishments that sell cigarettes.

Comprehensive Economic Development Strategy (CEDS): TJPDC received a US EDA Economic Adjustment Assistance grant to fund development of a regional CEDS to benefit all TJPDC localities.

- TJPDC held a kickoff meeting for a regional steering committee in February, guided by consultant Camoin Associates. This committee plans to meet regularly for the duration of the 18-month project. The steering committee includes representation from local economic development and tourism staff, community colleges and universities in the region, workforce development and small business development organizations, Chambers of Commerce, and private sector firms.
- The strategy committee held an economic and demographic data review meeting in April. The CEDS project should be completed in early 2024.

Transportation

Charlottesville-Albemarle MPO (CAMPO): This federally-required entity is responsible for carrying out ongoing, cooperative and comprehensive transportation planning and programming in Charlottesville and the urbanized area of Albemarle County. The MPO considers long-range regional projects and combines public input, technical data, and agency collaboration to develop forward-thinking solutions.

- The MPO Policy Board and Technical Advisory Committee kicked off the next five-year update to the Long-Range Transportation Plan and has been making steady progress on its development, including broad public engagement efforts.
- Staff submitted eight SMART SCALE applications for Round 5. Four applications were for projects identified by the CAMPO, and four projects were submitted by the TJPDC on behalf of Albemarle County.
- The Bicycle Coordination Committee met in December to discuss progress on development of OneMap, a regional map of bicycle and pedestrian infrastructure that includes data provided by Albemarle County, the City of Charlottesville, and UVA.
- Staff prepared the Transportation Improvement Plan, a document that is used to approve the expenditure of federal funds on transportation improvements within the MPO area.
- Staff also has been participating in the Charlottesville Area Alliance meetings and the Blue Ridge Health District's Community Health Involvement Plan.

Regional Transit Partnership (RTP): The RTP serves as an official advisory board, created by Charlottesville, Albemarle, UVA, and JAUNT, to provide recommendations to decision-makers on transit-related matters.

- The Regional Transit Vision Plan is a 28-month, \$350,000 project supported by the Department of Rail and Public Transportation (DRPT), Charlottesville, Albemarle and TJPDC. It is working to establish a single, unified, long-term vision for transit service in the Charlottesville area.
- A Regional Transit Governance Study is seeking to gain consensus and develop a regional body to collect and distribute funds for transit. This \$150,000 project is supported by the same entities.
- Staff presented regional transit updates to community groups, like Rotary Clubs, to gain support for the Regional Transit Vision Plan and the Regional Transit Governance Study initiatives.
- TJPDC received a \$120,000 grant from the Department of Rail and Public Transportation to establish a mobility management program for improving public transportation services for older adults and people with disabilities.
- Staff is participating in a project to improve public involvement in transit planning, funded by an AARP grant provided to the Charlottesville Area Alliance. Partner agencies for the project include TJPDC, the City of

Charlottesville, the Blue Ridge Health District, The Center, and iTHRIV (UVA).

Safe Streets and Roads for All: The region's six member localities supported, and pledged local funds toward a required match for, the TJPDC's submittal of a multi-jurisdictional application through the federal Safe Streets and Roads for All Discretionary Grant Program to develop a Comprehensive Safety Action Plan for each locality in the region.

- TJPDC received a federal grant award in the amount of \$857,600 at the end of January. When adding in local match, more than \$1 million is being committed to improve roadway safety in the region through this grant. Additional support is being provided through VDOT's Highway Safety Improvement Program.
- Staff has been attending webinars with the U.S. Department of Transportation to prepare for the release of award funding, meeting with VDOT staff to develop the scope for the work to be completed through the Highway Safety Improvement Program, and preparing for consultant procurement.
- Staff met with all six jurisdictions in the region to review the draft consultant scope of work and develop a final Request for Proposals that was posted the end of May. Representatives of all six jurisdictions will serve as members of a selection committee, with final decisions about consultant selection to be made by the end of July.

Rural Transportation Program: This program started in 1993 as a cooperative forum for transportation planning in the counties of Albemarle (rural areas), Fluvanna, Greene, Louisa and Nelson. The program provides local planning assistance to the rural governments, maintains the Rural Long-Range Transportation Program, and assist with the localities with other transportation needs.

- TJPDC staff completed the final draft of the Zion Crossroads Gateway Plan for Fluvanna and Louisa Counties.
- TJPDC staff presented findings and recommendations from the Stanardsville and Scottsville Pedestrian and Bicycle Infrastructure Assessments to the Greene County Planning Commission and Stanardsville Town Council, respectively.
- Staff supported Stanardsville's Main Street sidewalk project and also attended county Interagency Council meetings to discuss transportation needs for underserved populations.
- TJPDC staff worked with Nelson County to develop and submit two grant applications through the Transportation Alternatives Program.

RideShare: RideShare is a TJPDC program that works to reduce traffic congestion and increase mobility throughout the region's localities by providing free carpool matching and vanpool coordination and operating a Guaranteed Ride Home Program to provide free rides home in an emergency. RideShare's "Rides and Rewards" app can also be used for transit trip planning and has incentives for commuters to share the ride.

- RideShare celebrated Discover Transit Month in September and the first successful year of the Afton Express Commuter Bus.
- RideShare celebrated RideShare Month in October, which included encouraging commuters to try to use carpools and vanpools to commute to work; prizes were awarded to those who logged trips during the month.
- RideShare worked with local organizations to plan and promote Bike to Work Week events in May and promoted national Bike Month.

Designated Point of Contact: Christine Jacobs, Executive Director

Prepared By: Gretchen Thomas, Administrative Assistant



Boards and Commissions Annual Report - 2023

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

Thomas Jefferson Water Resource Protection Foundation (TJWRPF)

Meeting Information:

Provide the day, time, and location for the upcoming meeting schedule.

Frequency/Day(s) Example: 1 st Monday of each month	Time	Meeting Location
Typically meet 4 times a year.	10:00 am	Zoom or 705 Dale Ave, Charlottesville, VA 22903

Meeting Attendance:

Only report attendance for members appointed by the Albemarle County Board of Supervisors and Albemarle County Board of Supervisor members who serve on the public body.

Enter the dates the meetings were held in the first row under "Meeting Dates" and enter "P" for present, "A" for absent, and "R" for resigned in the corresponding member attendance columns. If a member's term expired during the reporting period, leave the boxes empty after the term expiration.

Member(s)	Meeting Dates (Short Date – MM/DD/YY)									
	02/27/2023	08/21/2023								
Mark Wastler	P	P								

Summary:

Provide a summary of the of the past year's key activities and activities that support your mission. You may include milestones, accomplishments, and challenges.

Created working Easement Inspection binders and updated field guides for inspections. Update Application for onboarding new easements. Cross referenced current Easement records with Albemarle County Clerk's Office.

Designated Point of Contact: Mark McEldowney mark.mceldowney@tjswcd.org

Prepared By: Mark McEldowney



Virginia Career Works Piedmont Executive Committee and Quarterly Board Meeting

Provide the day, time, and location for the upcoming meeting schedule.

Virginia Career Works Piedmont (VCWP) branched off from Central Virginia Partnership for Economic Development (CVPED) and became its own 501c3 organization. VCW Piedmont established the Workforce and Career Innovation Campus, collaborating with Local CTE programs to launch a work-based learning academy to support students in exploring internships and businesses in launching internship programs so they can grow their workforce. Collaborated with UVA on the VA Talent Opportunity Grant to help pipeline college

scholars into employment across the region. VCWP partnered with CVPED, GOVA, and UVA on the Region 9 Collaborative to help businesses recruit and retain high-quality talent. As part of our holistic approach to workforce development, we partner with local food hubs and pantries to support food insecurities. Teamed up with faith-based communities to support youth engagement and career exposure. Joined forces with Sentara to support rural community health and career awareness activities. Launched a Workforce Wednesday Podcast to promote VCW Piedmonts programs and partners.

Designated Point of Contact: Sarah Morton

Prepared By: Sarah Morton, Executive Director