

# Boards and Commissions Annual Report - 2022

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

Acquisition of Conservation Easements (ACE) Appraisal Review Committee (ARC)

**Meeting Frequency:**

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

Day(s)	Time	Location
As needed	As needed	As needed

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

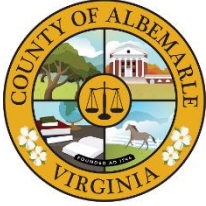
P=Present / A=Absent

Members	Meeting Dates											
Peter Lynch												
Roger Ray												
Ross Stevens												

**Summary:**

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

The ACE ARC did not meet during the reporting period.



# Boards and Commissions Annual Report - 2022

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

Acquisition of Conservation Easements (ACE) Committee

**Meeting Frequency:**

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

Day(s)	Time	Location
Second Monday	5:00 PM	Zoom

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

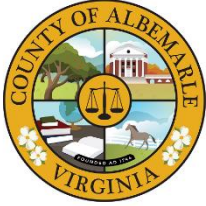
P=Present / A=Absent

Members	Meeting Dates											
	9/13/2021											
Sherry Buttrick	P											
Richard Keeling	P											
Rob Farrell	A											
Leah B. Jung	P											
Dave Norford	P											
Roger Ray	A											
Randall Switz	P											
Leo Mallek	P											
John Moore	A											

**Summary:**

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

Discuss fiscal year 2019-2020 class of ACE applicants, including the property characteristics, assessments, preliminary appraisals, funding, and scoring, and formulate recommendations to the Board of Supervisors regarding final appraisals and purchase of the applicant properties.



# Boards and Commissions Annual Report - 2022

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

Agricultural-Forestal Districts Advisory Committee

**Meeting Frequency:**

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

Day(s)	Time	Location
As needed	5:30 p.m.	Zoom platform

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

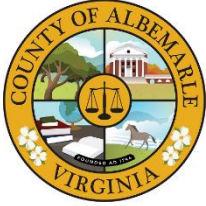
P=Present / A=Absent

Member	Meeting Dates											
	9/22/21											
Benjamin Baer	P											
Ron Goldberg	P											
Tim Keller	P											
Leigh Kirchner	P											
Peter Lynch	A											
Ann Mallek	P											
David Powell, Jr.	P											
Liz Sutphen	P											
Bruce Vlk	P											

**Summary:**

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

- Reviewed and provided advisory comment on one special use permit request for a property located in an Agricultural-Forestal District
- Reviewed and acted on the periodic review of the Glen Oaks Agricultural-Forestal District
- Reviewed and acted on two requests to add new parcels to existing Agricultural-Forestal Districts



## Boards and Commissions Annual Report - 2022

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

Albemarle Broadband Authority (ABBA)

### Meeting Frequency:

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

Day(s)	Time	Location
Fourth Wed. of Each Month	5pm-6pm	Virtual, moving to Hybrid (Tier II) in Sept. 2022 to Room 241

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

P=Present / A=Absent

Members	Meeting Dates										
	7/14/21	7/28/21	8/25/21	9/22/21	10/12/21	10/27/21	11/24/21	12/22/22	1/26/22	2/22/22	3/22/22
Bucky Walsh	P	P	P	P	P	P	P	P	P	P	P
Waldo Jaquith	P	P	P	P	P	P	P	P	P	P	P
Donna Price	P	A	P	P	P	P	A	P	P	P	P
Liz Palmer	P	P	P	P	P	P	P	P	NA	NA	NA
Trevor Henry	P	A	P	P	P	P	P	A	P	A	P
Bill Fritz	P	P	P	P	P	A	P	P	P	P	P
Jim Andrews	NA	NA	NA	NA	NA	NA	NA	NA	P	P	P

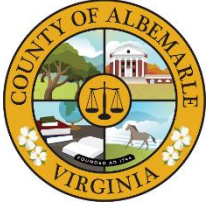
Note Jim Andrews appointed as BOS representative to replace Liz Palmer in Jan. 2022; Meeting Dates Continued on Page 3 in the supplemental Table.

Members	Meeting Dates (continued)		
	4/26/22	5/25/22	6/22/22
Bucky Walsh	P	P	P
Waldo Jaquith	P	P	P
Donna Price	P	P	P
Jim Andrews	P	P	P
Trevor Henry	P	P	P
Bill Fritz	A	P	P

## **Summary:**

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

- VATI 2020 - 837 Passings (locations eligible for fiber broadband) at gigabit speeds (“future proof connectivity to the internet”) closed out
- VATI 2021 - 1607 Passings at fiber gigabit speeds underway with monthly community webinars
- VATI 2022 - 5000+ Passings at fiber gigabit speeds supported and awarded to TJPDC and Firefly Fiber Broadband
  - Fulfills goal of reaching universal broadband access by 2025.
- Utilized CARES funding to quickly deploy Shentel BEAM and Firefly to unserved areas during height of pandemic
- Supported providing free public Wi-Fi at multiple locations during the pandemic and beyond (e.g. Greenwood Community Center)
- Consistent BoS Appropriation of General and Federal funds towards Broadband Expansion and Affordability
- The Broadband Accessibility and Affordability Office was created, 2.5 FTEs providing a variety of services, including support for the Albemarle Broadband Authority
- Supported public awareness of Federal Programs Emergency Broadband Benefit (EBB) and now the Affordable Connectivity Program (ACP) to improve broadband affordability for eligible residents
- Developed and launched first of its kind municipal broadband affordability supplement, expanding the Federal ACP benefit by providing up to an additional \$20 per month to ACP beneficiaries in the County
- Preparing updated strategic plan to expand and enhance broadband service in the development area, especially in affordability constrained areas of the County



## Boards and Commissions Annual Report - 2022

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

Albemarle Conservation Easement Authority

**Meeting Frequency:**

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

Day(s)	Time	Location
Second Thursdays	4:45 p.m.	Zoom platform

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

P=Present / A=Absent

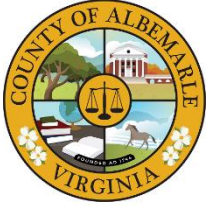
Members	Meeting Dates						
	8/12/21	9/9/21	10/14/21	12/9/21	3/10/22	5/12/22	6/9/22
Sherry Buttrick	P	P	P	P	P	P	P
Rose Emery	A	P	P	P	A	P	P
David Emmitt	P	P	P	A	A	P	A
Jay Fennell	P	P	A	P	P	P	P
Sharon Merrick	-	-	-	-	P	P	P
David Mitchell	P	P	A	A	-	-	-
John Moore	A	P	P	P	P	P	P
Jennie More	A	P	P	P	P	A	-
Hamilton Moses	A	P	P	P	P	P	P
Peter Taylor	P	A	A	A	P	A	P

**Summary:**

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

- Reviewed and acted on seven proposals for new donated conservation easements

- Reviewed four revisions to previously-accepted proposals for new donated conservation easements
- Reviewed and acted on two approval requests from easement landowners.
- Reviewed one proposal to transfer a conservation easement from another holder
- Received one presentation from County staff



## Boards and Commissions Annual Report - 2022

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

Albemarle County Service Authority Board of Directors

### **Meeting Frequency:**

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

Day(s)	Time	Location
Third Thursday of Each month	9:00 am	All virtual meetings via Zoom for fiscal year 2021-2022 (when physical meetings are held, or resume rather, meeting location is 168 Spotnap Road Charlottesville, VA 22911)

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

P=Present / A=Absent

Members	Meeting Dates											
	Jul 15	Aug 19	Sep 16	Oct 21	Nov 18	Dec 16	Jan 20	Feb 17	Mar 17	Apr 21	May 19	Jun 16
Clarence Roberts	P	P	P	P	P	P	P	P	P	P	P	P
Charles Tolbert	P	P	P	P	P	P	P	P	P	P	P	P
Richard Armstrong	P	A	A	P	N	P	P	P	P	P	P	P
John Parcels	P	P	P	P	P	P	P	P	P	P	P	P
Nathan Moore	P	P	P	P	P	P	P	P	P	P	P	P
Jennifer Sulzberger	P	P	P	P	P	P	Term	Ended	Dec 31	20	21	
Dr. Lizbeth Palmer	Term	Began	Jan 5	20	22	P	P	P	P	P	P	P

### **Summary:**

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

The ACSA in 2022 has moved forward on accomplishing its strategic objectives, even in the midst of the Covid pandemic. 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 is the policy making body. New Rates for July 1 have gone into effect following a newsletter to every customer in May. The FY'22-23 budget was adopted by the Board and went into place on July 1 as well.



We are very focused on our strategic initiatives and have a three-year strategic plan for implementation. A copy of the plan is attached, as is the workplan report with metrics on each of the initiatives.

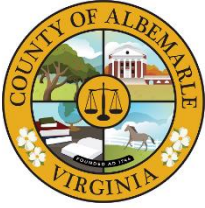
We continue quarterly communications to our customers with their bills/ebills and sent in May a communique on the Annual Water Quality report. We maintain an active website that is regularly updated with ACSA news, as well as online bill payment options for our customers. We also are active users of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

In March we went live with an online customer request portal, to allow a customer/citizen to report real time 24/7 on service issues. We have an extensive computerized work order system to back up these service requests.

We have a \$10m 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.

This fall we will be updating our Strategic Plan for the next three-year period 2023-25. We will be conducting an all-customer satisfaction type of survey, as well as select customer interviews; an all-employee feedback survey; and a Best Practices Review Panel of experienced utility managers to assist in a strategic review of our operations. We also have a "Customer Experience" project underway to take a structured deep dive into meeting our customer needs and expectations. 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, 2023.



## Boards and Commissions Annual Report - 2022

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

Architectural Review Board

### **Meeting Frequency:**

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

Day(s)	Time	Location
1 <sup>st</sup> & 3 <sup>rd</sup> Monday	1:00 pm	Zoom Platform

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

P=Present / A=Absent

Members	Meeting Dates								
	7/6/21	7/19/21	8/16/21	9/7/21	10/4/21	10/18/21	11/15/21	12/6/21	12/20/21
Dade Van Der Werf	P	P	P	P	P	P	P	P	A
Fred Missel	P	P	A	P	P	P	P	P	P
Frank Hancock	P	P	P	P	P	P	P	P	P
Frank Stoner	P	P	A	A	P	P	P	P	P
Christian Henningsen	P	P	P	P	P	P	P	P	P
Taro Matsuno	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Members (continued)	Meeting Dates									
	1/3/22	1/18/22	2/7/22	3/7/22	3/21/22	4/18/22	5/2/22	5/16/22	6/6/22	6/21/22
Dade Van Der Werf	P	P	P	P	P	P	P	A	P	P
Fred Missel	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Frank	P	P	P	P	P	P	A	P	P	P

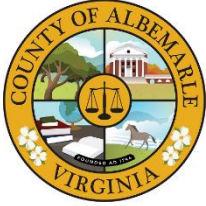
Hancock										
Frank Stoner	P	P	P	P	P	P	P	P	P	P
Christian Henningsen	P	P	P	P	P	P	P	P	P	P
Taro Matsuno	N/A	N/A	N/A	P	P	P	A	P	P	P

**Summary:**

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

During the 2021-2022 year the following activities occurred:

- 18 meetings were held
- 6 items were reviewed on the Consent Agenda
- 18 meeting minutes were approved
- 24 regular review items were presented
- 7 work sessions were held
- 1 presentation was received



## Boards and Commissions Annual Report - 2022

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

Audit Committee

**Meeting Frequency:**

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

Day(s)	Time	Location
11/19/2021	11am-12pm	Zoom
6/2/2022	2pm-3pm	

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

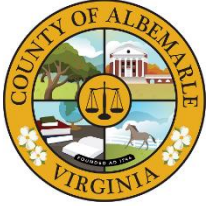
P=Present / A=Absent

Members	Meeting Dates										
	11/19	6/2									
Ned Gallaway	P	P									
Liz Palmer	P	n/a									
Jeff Richardson	P	P									
Nelsie Birch	P	P									
Rosalyn Schmidt	P	P									
Ellen Osborn	A	P									
Jim Andrews	n/a	P									

**Summary:**

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

The Audit Committee meets in June 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.



# Boards and Commissions Annual Report - 2022

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

Blue Ridge Committee for Shenandoah Park Relations

**Meeting Frequency:**

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

Day(s)	Time	Location
Two times annually, with other meetings called as needed.	Flexible	Meetings are held in the park, but the Committee may select alternate locations.

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

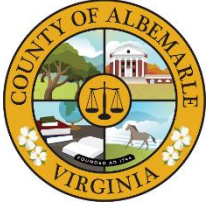
P=Present / A=Absent

Member	Meeting Dates											
Ann Mallek												

**Summary:**

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

The Committee did not meet during this reporting period



## Boards and Commissions Annual Report - 2022

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

Albemarle County Department of Social Services Advisory Board

### **Meeting Frequency:**

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

Day(s)	Time	Location
3 <sup>rd</sup> Tuesday	3:30 – 5:00	Via Zoom in last year, at COB 5 <sup>th</sup> Street Ext, Charlottesville, VA after Sept 2022

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

P=Present / A=Absent

Member	Meeting Dates								
	8/10/21	9/21/21	10/19/21	11/16/21	1/18/22	2/15/22	3/15/22	5/17/22	6/21/22
Amy Laufer	A	P	P	P	P	P	P	A	P
Mary McIntyre	P	P	P	P	P	P	P	P	P
Jennie Moore	A	A	P	A	A	P	P	N/A	N/A
Karen Horridge	P	P	P	A	P	N/A	N/A	N/A	N/A
Emily Dodson	N/A	P	A	P	P	P	P	P	N/A
Natalie Detert	N/A	N/A	N/A	N/A	N/A	P	P	P	P
Sarah Harris	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P	A
Willie Mae Gray	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P	P
Katherine Burton	A	P	P	A	N/A	N/A	N/A	N/A	N/A

### **Summary:**

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

During FY2022, the ACDSS Advisory Board exited a director and onboarded a new director; considered attrition data disaggregated by race; expanded its awareness of the activities of the Albemarle Office of Housing; welcomed Emily Dodson, Natalie Detert, Sarah Harris, and Wille Mae Gray as new members; and revised the way it delivered its critical annual report to the board of supervisors. Each month, board members learn about the deliverables and challenges of this form of social work; ask pertinent questions; and make suggestions for improvement, connections or resources that will assist.



## Boards and Commissions Annual Report - 2022

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

Board of Zoning Appeals (BZA)

**Meeting Frequency:**

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

Day(s)	Time	Location
Tuesday – 1 <sup>st</sup> Tuesday of the month	2:00 pm	Virtual via Zoom; as of September 2022, returning to Lane Auditorium

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

P=Present / A=Absent

Members	Meeting Dates											
	7/6/21	2/1/22	3/1/22									
N/A – Members appointed by Circuit Court												

**Summary:**

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

Please see the attached 2022 BZA Annual Report 2022-09-02



**ALBEMARLE COUNTY BOARD OF ZONING APPEALS**

**FY2022 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, 2021 through June 30, 2022 (FY2022).

**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 FY2022 were:

<b><u>Member</u></b>	<b><u>Term Expiration</u></b>
<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>	Appointed July 1, 2020 to complete the unexpired term of the late David Bowerman through May 23, 2023. He began service after being sworn in on August 14, 2020.
<i>John Shepherd, Secretary</i>	Reappointed 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.
<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. Meetings were not held if no business was pending. The BZA operates with Rules of Procedure adopted January 5, 2016, and most recently revised and re-adopted March 1, 2022.

**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 FY2022 was consistent with prior years. BZA members were paid \$45 per meeting. Compensation expenses for FY2022 totaled \$630.00.

In June 2019, the BZA retained the legal services of James M. Bowling, IV of St. John, Bowling & Lawrence. In July 2021, by letter agreement, legal services were charged at the rate of \$300 per hour, not to exceed \$5,000 for FY2022. Legal counsel expenses for FY2022 totaled \$3,025.00.

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



## V. ACTION SUMMARY

The BZA held three meetings in FY2022. The submittals and actions considered by the BZA are shown in the following table:

### Appeals

Two (2) appeals were forwarded to the BZA in FY2022.

<u>Application #</u>	<u>Appellant or Project Name</u>	<u>Action</u>	<u>Issue</u>
AP2021-003	Appeal of LOD#2021-013 Homestays Ownership Eligibility	<p>On 2/1/2022, the BZA voted 4:0 to defer this appeal to 3/1/2022 at the request of the appellant.</p> <p>On 3/1/2022, the BZA voted unanimously to defer this appeal to 5/3/2022 at the request of the appellant.</p> <p>On 4/15/2022, the appellant withdrew the appeal with intentions of submitting a special exception request to the BOS.</p>	Appeal of a Zoning Administrator's Determination regarding Homestay Ownership requirements
AP2022-001	WNG, LLC – Homestay	<p>On 3/1/2022, the BZA voted unanimously to defer this appeal to 5/3/2022 at the request of the appellant.</p> <p>The 5/3/2022 BZA meeting was postponed due to the limitation of facilities for in-person meetings.</p> <p>On 6/28/2022, the appellant requested a deferral to 9/6/2022 in anticipation of the BOS acting on their special exception request. The BZA was polled, and the July meeting was cancelled.</p> <p>This appeal remained outstanding at the close of FY2022.</p>	Appeal of a Zoning Administrator's Determination regarding Homestay Ownership requirements

### Special Use Permits

No special use permit applications were heard in FY2022.

### Variances

No variance applications were heard in FY2022.

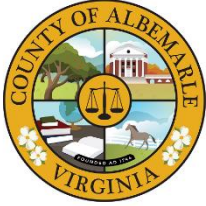
**Business/Organizational Meetings**

A business meeting was held in July 2021 to review procedural and contractual business of the BZA.

An organizational meeting was held in February 2022.

**VI. COURT ACTION**

There were no court actions involving the BZA in FY2022.



## Boards and Commissions Annual Report - 2022

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

CIP Advisory Committee

**Meeting Frequency:**

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

Day(s)	Time	Location
11/23/2021	2pm-4pm	Zoom
12/3/2021	1pm-3pm	
12/10/2021	1pm-3pm	

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

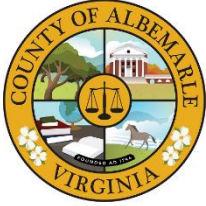
P=Present / A=Absent

Member	Meeting Dates									
	11/23	12/3	12/10							
Bea LaPisto-Kirtley	P	P	P							
Donna Price	P	P	P							
Kate Acuff	P	P	P							
Jonno Alcaro	P	P	P							
Karen Firehock	P	P	P							
Cal Morris	P	P	P							

**Summary:**

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

The Committee met to review and consider a comprehensive list of County Government and Schools projects proposed for FY23 to FY27 Capital Improvement Plan and made recommendation for projects which should be pursued.



## Boards and Commissions Annual Report - 2022

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

Airport Authority Board

### **Meeting Frequency:**

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

Day(s)	Time	Location
2 <sup>nd</sup> Tuesday of every other month	8:30 a.m.	Location varies from Airport, County Office Building, City space, North Fork Research Park, and Double Tree Hotel.

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

P=Present / A=Absent

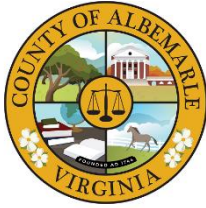
Member	Meeting Dates						
	07/13/21	09/14/21	11/29/21	1/11/22	3/8/22	05/10/22	6/23/22
Jeff Richardson	P	P	P	P	P	A	P
Donald Long	P	P	P	P	P	P	P

### **Summary:**

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

- Approval of Amendment #7 to FY-21 Capital Budget
- Approval of 2021 Membership to the Authority's Audit Committee
- Award of 2021 Grounds Maintenance and Landscaping Contract to James River Ground Management
- Approval of CHO's Air Service Incentive Program to enhance CHO's air service efforts.
- Held a special joint meeting of the Board and Commission to discuss the Terminal Area Plan. Different scenarios for terminal area improvements were presented.
- Approved Resolution No.2021-7 – Authorizing Agents for Certain Banking Transactions.
- Approved Annual Appointment of the Chairman, Vice-Chairman, and Secretary/Treasurer of the Authority's Board.
- Approved Amendment #1 to the FY-22 Capital Budget
- Approved Amendment #1 to the FY-22 Operating Budget
- Approved the Executive Director's Authorization to Award Contracts for FY21 Funded Construction Projects.
- Authorized the Executive Director to Apply for and accept FAA Infrastructure and FY22 Entitlements Grants
- Approved the Award and Administration of the Contract for 2022 Banking and ATM Services.
- Approved Award and Administration of the Contract for 2022 General Engineering Services.

- Approved Award and Administration of the Contract for 2022 Professional Architectural Services.
- Approved Award and Administration of the Contract for 2022 Commercial Multi-Grade Technician Services.
- Accepted the FY-21 Annual Comprehensive Financial Report.
- Approved the 2022 Audit Committee Membership.
- Approved the Authority's Personnel Policy Update.
- Adjusted the Authority's Capitalization Limit from \$5000 to \$10,000.
- Revised the Authority's Purchasing Regulations.
- Approved the Award of the 2022 Professional Audit Services Contract.
- Approved Amendment #2 to the FY-22 Capital Budget
- Approved Resolution No. 2022-8 Chief Executive Officer Clarification of Powers
- Approved FY-23 Operating Budget and 6-Year Capital plan noting the most significant capital projects in the budget include the Terminal Expansion, Covered Walkway System, Tower Replacement, and Parking Deck.



# Boards and Commissions Annual Report - 2022

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

Charlottesville Albemarle Convention and Visitors Bureau Board of Supervisors

**Meeting Frequency:**

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

Day(s)	Time	Location
8/23/2021	2:00 PM	Virtually via Zoom
10/25/2021	2:00 PM	Virtually via Zoom
12/20/2021	2:00 PM	Virtually via Zoom
2/28/2022	2:00 PM	Jefferson School Heritage Center/Virtually via Zoom
4/18/2022	2:00 PM	Boar's Head Resort, Pavilion 1

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

P=Present / A=Absent

Members	8/23/2021	10/25/2021	12/20/201	2/28/2022	4/18/2022
Roger Johnson	P	A	A	P	A
Gabe Silver	P	P	P	P	P
George Hodson	P	P	A	P	P
Chris Eure	P	P	P	P	P
Diantha McKeel	P	P	A	NA	NA
Bea LaPisto-Kirtley	NA	NA	NA	P	A
Russ Cronberg	NA	NA	NA	P	P
Jay Pun	NA	NA	NA	P	P
Ann Mallek	P	P	P	NA	NA
Jeff Richardson	P	P	A	NA	NA

**Summary:**

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

**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 funded through a portion of the Lodging Tax, generated through overnight stays in our wide variety of accommodations. Therefore, welcoming visitors from all backgrounds 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 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.
- **Community Support & Service:** The CACVB acts as a resource to serve all tourism-related businesses/attractions and the community in Charlottesville and Albemarle County.

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. The FY2023 budget is based on TOT collections from FY2021 and will decrease to \$1,316,863, reflecting TOT collected from July 2020 – June 2021. However, the CACVB planned for this decrease and will have fund balance and VTC ARPA funding to put toward the budget (details below.)

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 Falconer Drive, Suite 1A, in Albemarle County, Virginia.

## Mission Statement & Value Proposition

Being a non-membership destination marketing organization, the CACVB serves the broad interests of the Greater Charlottesville community in many areas beyond lodging, including dining, retail, 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 \$484 million dollars of combined direct visitor spending in our community in 2020 (most recently available year). This economic activity sustained local businesses by supporting more than 5,000 people who work for the tourism industry. Below is the tourism industry economic impact data for Charlottesville and Albemarle County in calendar year 2020 and how it compared to pre-COVID numbers from 2019:

Locality	2020 Direct Impacts												
	Direct Visitor Spending, 2020 (in millions)						Total Spending	% Change (2020/2019)	Spending Share of State	Employment	Labor Income (in millions)	State Taxes (in millions)	Local Taxes (in millions)
	Lodging*	F&B	Retail	Recreation	Transport**	Total Spending							
ALBEMARLE	\$49.57	\$81.16	\$33.17	\$41.27	\$58.34	\$263.50	-38.6%	1.50%	2,699	\$129.76	\$8.2	\$15.70	
CHARLOTTESVILLE CITY	\$45.96	\$84.44	\$31.36	\$33.48	\$25.61	\$220.84	-36.8%	1.26%	2,448	\$79.21	\$6.9	\$13.13	

\*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.

### Value Proposition

For FY2022, the CACVB is operating on a budget of more than \$1.58 million dollars. The CACVB placed more than 6 million advertising impressions through robust digital marketing campaigns

and served more than 22,000 visitors directly through its mobile visitor centers and direct visitor communications.

In calendar year 2021, the CACVB saw 708,000 users and 1.75 million pageviews on its website, which was redesigned in December 2021, and generated more than \$43,000 of advertising revenue on [www.visitcharlottesville.org](http://www.visitcharlottesville.org). The website alone boasted the following economic impact (data collected via ADARA).



59,067	62,801	\$ 12,042,202	8.1	28.7	2.1	1.9	\$ 191.75
Total Travelers	Total Nights	Total Revenue	Avg. Search to Booking	Avg. Advance Purchase	Avg. Length of Stay	Avg. # of Travelers	Avg. Daily Rate (ADR)

Site Impact is tracking an estimated 43.2% 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 Specialist - Carla Mullen
- Finance Administrator, Kathy O’Leary
- Special Projects Coordinator, Christopher Ridder

## **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 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 participation, the CACVB promotes this destination through the strength of the entire region. In creating this transitional strategic plan, the CACVB leaned on its values to define the following strategic imperatives, which are detailed in the paragraphs below:

#### **Resiliency**

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

#### **Unity**

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

#### **Diversity**

Our community has a diverse range of people, places, and experiences. The CACVB helps to

Develop New Visitor Opportunities (tourism product) by fostering strong partnerships with tourism-related businesses and non-profits.

**Creativity**

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

**Responsibility**

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

**Budget Summary  
FY22 – FY23 Comparison**

<b>Revenue</b>	<b>FY '22 Budget</b>	<b>% of Total Budget</b>	<b>FY '23 Budget</b>	<b>% of Total Budget</b>
Albemarle County	606,281	39.04%	605,771	46.00%
City of Charlottesville	946,848	60.96%	711,092	54.00%
<b>Total</b>	<b>\$1,553,129</b>	<b>100%</b>	<b>\$1,316,863</b>	<b>100%</b>

**Inclusion of Fund Balance:**

<b>Revenue</b>	<b>FY '22 Budget</b>	<b>% of Total Budget</b>	<b>FY '23 Budget</b>	<b>% of Total Budget</b>
Albemarle County	606,281	39.04%	605,771	35.04%
City of Charlottesville	946,848	60.96%	711,092	41.13%
Fund Balance			400,000	23.14%
Misc (Website)	0	0%	12,000	0.69%
<b>Total</b>	<b>\$1,553,129</b>	<b>100%</b>	<b>\$1,728,863</b>	<b>100%</b>

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

<b>Area of Expenditure</b>	<b>FY '22 Budget</b>	<b>% of Total Budget</b>	<b>FY '23 Budget</b>	<b>% of Total Budget</b>
Administrative	128,090	8.25%	122,181	9.28%
Marketing	684,630	44.08%	456,638	34.68%
Visitor Services	5,210	0.34%	197,409	14.99%
Payroll (-Visitor Svcs)	735,199	47.34%	540,635	41.05%
<b>Total</b>	<b>\$1,553,129</b>	<b>100%</b>	<b>\$1,316,863</b>	<b>100%</b>

**Fund Balance Total Pre-Audit** \$ 427,00.00

## FY 2023 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.

<b>Revenue</b>	<b>FY '23 Budget</b>	<b>% of Total Budget</b>
<b>Albemarle County</b>	56,205	4.27%
<b>City of Charlottesville</b>	65,976	5.01%
<b>Total Income</b>	<b>\$122,181</b>	<b>9.28%</b>
<b>Expenditures - Administration</b>		
Rent	28,000	2.13%
GF Admin Charges	26,338	2.00%
Education & Training	20,000	1.52%
Professional Services	11,000	0.84%
Office Supplies	4,000	0.30%
I.T. Services	9,843	0.75%
Contractual Services	4,000	0.30%
Equipment/Furniture	3,350	0.27%
Local Travel (Mileage)	2,000	0.15%
Meals (Travel)	2,000	0.15%
Software	3,000	0.23%
Insurance Liability	6,000	0.46%
Equipment Rental	2,500	0.19%
<b>Total Expenditures</b>	<b>\$122,181</b>	<b>9.28%</b>

## FY 2023 Financial Plan Summary, Marketing

For FY2022, Marketing has 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, and programmatic TV, with additional efforts through the Travel & Leisure, Food & Wine, the Virginia Travel Guide, Blue Ridge Outdoors, and overseas efforts through Capital Region USA (Germany, France and the UK.)

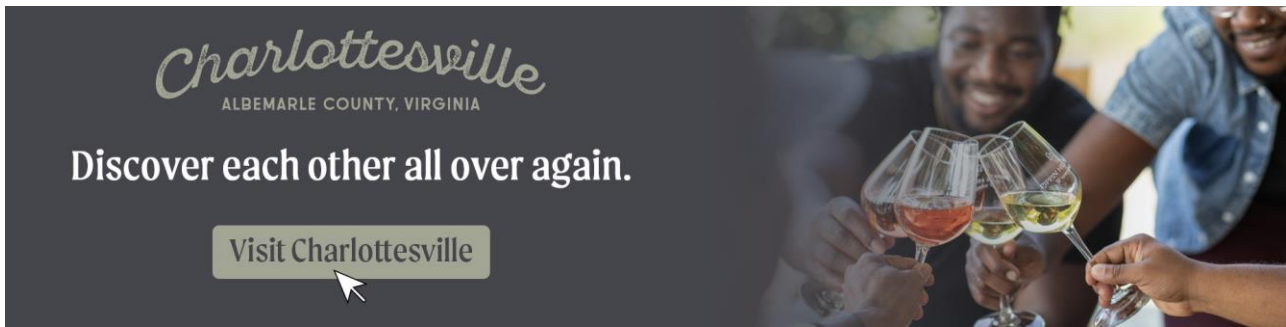
COVID-19 dramatically impacted the Marketing strategies for all destination marketing organizations, but the CACVB remained agile and adapted its strategies continuously throughout the past two years as variants and challenges have come and gone. Through exceptionally strong advertising pushes in the falls of 2020 and 2021, Charlottesville & Albemarle County lodging properties saw the highest occupancy rates in the state for the month of October. The CACVB also received additional Marketing funding through two \$10,000 grants from Virginia Tourism Corporation through DRIVE 2.0 and the Marketing Leverage Program. Additionally, a content calendar is being followed to ensure equitable, seasonal promotional coverage of various tourism assets, such as historic sites, special events, outdoor recreation and the arts. This calendar aligns with Virginia Tourism Corporation's content calendar to maximize reach of the CACVB content. Marketing efforts are executed through:

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

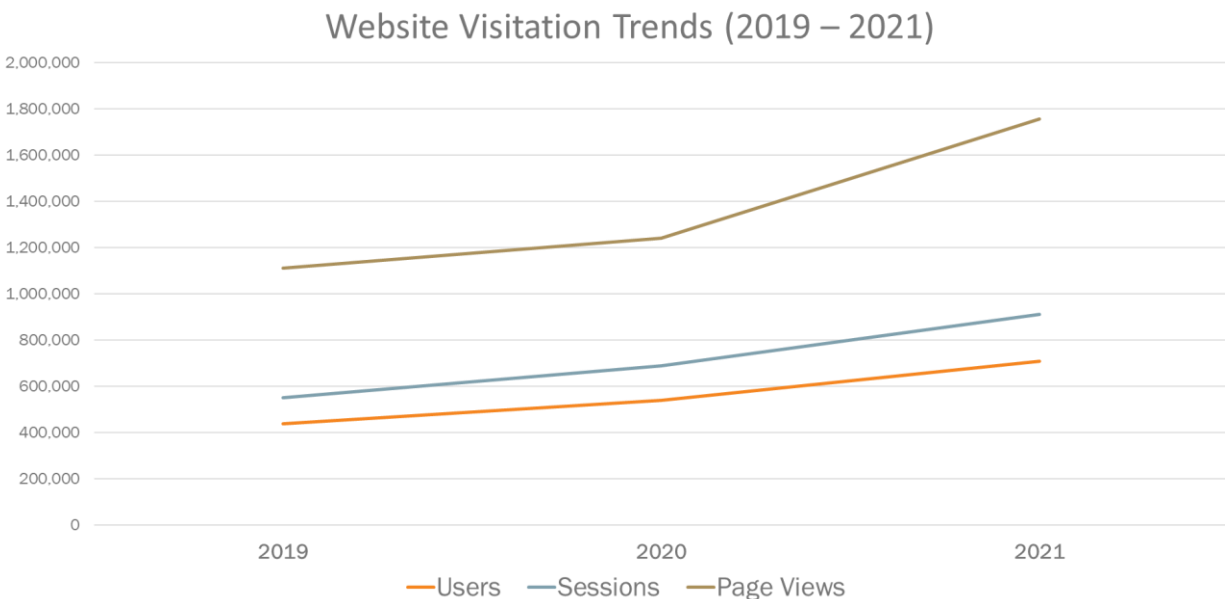
The CACVB launched a wine-centric marketing campaign in Fall 2021 (Historic Vines. New Roots) and launched the Discover Black Cville brand nationally in March 2022. Both campaigns include significant partner participation, especially through the associated digital passports powered by Bandwango. Marketing plans for FY2023 will leverage the success of these campaigns and continue build the destination as vibrant and inclusive. The Arts organizations will likely use Bandwango to launch an arts-based digital passport in Fall 2022.

Below is sample creative used on the Travel & Leisure and Food & Wine websites:





The CACVB signed a new vendor to redesign and maintain the website in December 2021. All paid media placements are directed to [www.visitcharlottesville.org](http://www.visitcharlottesville.org). With a greater focus on advertising, website traffic increased 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.



The CACVB’s Sales efforts have thrived under the recently added Sales Manager position. The Sales Manager has attended trade shows, collected Requests for Proposals 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. As the destination recovers, the Sales efforts will be evaluated annually and in coordination with the impacted stakeholders.

## FY 2023 Financial Plan Summary, Marketing

### MARKETING Operating Financial Plan



<b>Revenue</b>	<b>FY '23 Budget</b>	<b>% of Total Budget</b>
<b>Albemarle County</b>	210,058	12.15%
<b>City of Charlottesville</b>	246,580	14.26%
<b>Fund Balance</b>	400,000	23.14%
<b>Misc (Website)</b>	12,000	0.69%
<b>Total Income</b>	<b>\$868,638</b>	<b>50.24%</b>
<b>Expenditures - Marketing</b>	<b>FY '22 Budget</b>	<b>% of Total Budget</b>
<b><u>Marketing</u></b>		
Marketing & Advertising	557,000	55.76%
Website	30,000	2.28%
Printing	25,000	1.90%
Research	23,000	1.74%
Non-Local Travel	25,000	1.90%
Postage	8,000	0.60%
Dues	6,000	0.46%
Vans (Fuel + Repairs)	10,100	0.79%
Phone (Main Line + Cells)	7,000	0.53%
<b>Marketing Expenditures</b>	<b>\$868,638</b>	<b>65.96%</b>

## FY 2023 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 provide direct and personal travel assistance during their shifts. Using the Mobile Visitor Centers, Visitor Services reached over 8,500 people during the 2021 run (Mid.-March to Mid.-December). The 2022 Mobile Visitor Center schedule has been finalized and the MVCs are back at their locations as of March 16, 2022. With additional support from the Visitor and Community Relations Manager, the team is set to increase the number of special events the CACVB attends.

In addition to in-person interactions, Visitor Services fulfilled over 13,000 requests for information about our destination: bringing the total reach to over 22,000 people. Newly established operating procedures will streamline front facing customer relations and behind-the-scenes administrative work. As the CACVB is a certified Visitor Information Center through the Virginia Tourism Corporation, the Visitor Services budget supports the improvement and operation of Mobile Visitors Centers and administrative needs of the Visitor Services team.

With assistance from marketing, the Visitor and Community Relations Manager will establish monthly communication with industry partners and enhance the visibility of the Mobile Visitor Centers through the CACVB’s digital presence and marketing materials. Visitor Services will uphold 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 FY22-23. Continuing from FY21-22, the Visitor and Community Relations Manager will provide support and visitor input to local arts organizations and artists to increase awareness of the arts in Charlottesville Albemarle area.

### Visitor Services Requests:

Inquiry Type		Requester		Total Reach	
In-Person	8,642	Visitor	8,998	All Locations	8,672
Phone Call	762	Resident	3,181	Emails and Calls	876
Email to Info@	112	Local Business	67	Special Events	1,105
Website Submission	2,801	Sales	44	Website Submissions	2,801
Other	2	UVA/UVA Parent	16	Bulk Orders	8,691
		Travel Writers/News	13		
Total:	12,319			Total:	22,145
		Total:	12,319		

# Mobile Visitor Center Locations Performance

Location	Total Visit.	Month/ H	Month/ H#	Month/ L	Month/ L#	Location by Highest Tabling
IX Art Park	2,241	October	430	March	49	1. Kings Family Vineyard (37)
Michie Tavern	1,325	October	187	March	8	2. Michie's Tavern (35)
Downtown Mall (Wed.)	1,215	June	192	March	49	3. Shops at Stonefield (34)
Kings Family Vineyard	902	October	166	April	32	4. IX Art Park (32)
Shops at Stonefield	751	April	122	August	27	5. Downtown Mall (Wed.) (30)
Dairy Market	711	June	146	August	16	5. Dairy Market (30)
Rivanna River Co.	489	May	108	August	56	6. Scottsville (28)
Scottsville	449	Sept.	79	March	3	7. Jefferson School (28)
Downtown Mall (Sun.)	289	Nov.	216	Dec.	78	8. Rivanna River Co. (25)
Jefferson School	225	October	43	August	2	9. Wool Factory (10)
Wool Factory	112	May	62	July	21	9. CHO (10)
CHO	106	October	57	Dec.	14	10. Downtown Mall (Sun.) (5)

**VISITOR SERVICES**  
**Operating Financial Plan**

<b>Revenue</b>	<b>FY '22 Budget</b>	<b>% of Total Budget</b>
<b>Albemarle County</b>	90,810	6.90%
<b>City of Charlottesville</b>	106,599	8.09%
<b>Total Income</b>	<b>\$197,409</b>	<b>14.99%</b>

<b>Expenditures</b>	<b>FY '22 Budget</b>	<b>% of Total Budget</b>
<b>Visitor Services</b>		
Salaries Portioned to Visitor Services	184,398	14.00%
Van - Fuel	4,000	0.30%
Van - Repairs	6,400	0.49%
Cell Phone & Wi-Fi	2,611	0.20%
<b>Visitor Services Expenditure</b>	<b>\$197,409</b>	<b>14.99%</b>



## Boards and Commissions Annual Report - 2022

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

Citizens Transportation Advisory Board (Charlottesville-Albemarle Metropolitan Planning Organization)

### **Meeting Frequency:**

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

Day(s)	Time	Location
Third Wednesday of the month in July, September, November, January, March and May	7:00p – 9:00p	Virtual Meetings via Zoom – due to COVID19 pandemic

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

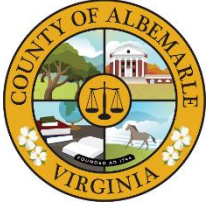
P=Present / A=Absent

Member	Meeting Dates					
	7/21	9/15	Nov17	Jan19	Mar16	May18
Mr. Nicholas Garber	P	P	P	P	P	P
Mr. Martin Meth	A	A	P	P	P	P
Mr. Lee Kondor	P	P	P	P	P	P
Mr. Tristan Fessel	P	P	P	P	A	A
Mr. Daniel Bailey (Appointed by the PC)	A	P	A	P	P	A

### **Summary:**

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

- Provided input/comments on Smart Scale Round 5 Project Selection
- Provided input/comments on Development of FY23 Unified Planning Work Program
- Received presentations on City and County climate mitigation initiatives, in preparation of developing the MPO 2050 Long Range Transportation Plan
- Received electrical vehicle report and discussed
- Received report and provided feedback on North 29 Corridor Study, Technical Memo (Existing Conditions)
- Received presentation/discussion on transit planning and project updates
- Received updates on VDOT Project Pipeline



## Boards and Commissions Annual Report - 2022

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

Community Policy and Management Team (CPMT)

### **Meeting Frequency:**

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

Day(s)	Time	Location
3 <sup>rd</sup> Wednesday	3:30-5:00 pm	Has been virtual but as of September 2022 will return to in person meeting and be located at COB 5 <sup>th</sup> Street Room C. Meeting time changed to 1 <sup>st</sup> Thursday of the month from 9-10:30am.

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

P=Present / A=Absent

Member	Meeting Dates											
	Jul 21	Aug 18	Sept 15 X	Oct 20	Nov 17	Dec 15 X	Jan 19	Feb 16	Mar 16	Apr 20	May 18	Jun 15
Martha Carroll	P	P		P	P		P	P	P	A	P	P
Neta Davis	P	P			P		P	P	P	A	A	P
Kevin Kirst	P	P		P			A	P		A	A	P
Mary Stebbins	P	A		P	P		A	P	P	P	P	P
Erin Callas	P	P			P		P	A	A	P	P	P
Christa Galleo	P	A		P	P		A	P	P	A	P	P
Ryan Davidson	A	A		A	P		P	P	P	A	P	A
Michelle Busby	P	A		A	A		P	P	A	A	A	A
Tarn Singh	A	A		A	A		A	A	A	A	A	A
Lori Allshouse	A	A		P	RET		RET	RET	RET	RET	RET	

### **Summary:**

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

For this past year's activities, the 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, participated in the Ground Water Training and conducted a debrief, held a round table discussion on Diversity, Equity, and Inclusion (DEI) to include development of goals and sharing current DEI work being done at each agency, developed an Equity Statement to be used in CPMT work, discussed local policies to include maintaining virtual FAPT to encourage family participation and re-vamping DCSE policies for parental placements. 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.



Kenneth Thacker	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P	P	P	P
Mallory DeCoster	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P	P	P
Valerie Long	P	A	P	P	P	P	P	P	P	P	P
Jim Duncan	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P	P	A	P
Doug Bates	P	P	P	A	A	A	A	A	A	A	A
David Mitchell	P	A	A	A	A	A	A	A	A	A	A
Matthew Slaats	A	A	A	A	A	A	A	A	A	A	A
Brian Day	P	P	P	P	A	P	P	A	A	A	A
Josh Rector	N/A	N/A	N/A	N/A	N/A	P	A	A	A	A	A
Ann Mallek (BOS)	P	P	P	P	P	P	P	P	P	P	P

**Summary:**

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

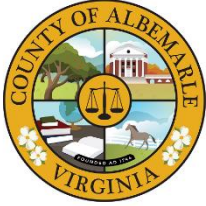
During the 2021-2022 year the following activities occurred:

Meeting Date	Development Review Community Meeting	Other Topics
8/11/2021		RWSA project updates; Master Plan Discussion – Board Work Session & Next Steps
9/27/2021 Joint CAC Meeting		Albemarle County Equity Profile Overview
10/13/2021		Future meetings agenda planning
11/10/2021		Master Planning Process Debrief
12/08/2021		Economic Development and Project ENABLE overview
1/12/2022	ZMA202000012 Montclair (formerly known as White Gate Village) community meeting	
2/09/2022	ZMA202000015 Glenbrook community meeting	
3/09/2022		Transportation planning overview; Crozet CONNECT updates



4/13/2022	SP202200003 Daylily Preschool community meeting	
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5/11/2022		Climate Action in Albemarle County; budget updates
6/08/2022		RWSA project updates; Albemarle Water Protection Ordinance Overview
8/10/2022		Presentation from the Downtown Crozet Initiative; Master Plan implementation discussion



# Boards and Commissions Annual Report - 2022

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

Darden Towe Memorial Park Advisory Committee

**Meeting Frequency:**

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

Day(s)	Time	Location
August 18, 2022	5:30pm – 7:00pm	Virtual

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

P=Present / A=Absent

Member	Meeting Dates											
	8/18/22											
Ned Gallaway	P											
Bea Lapisto-Kirley	P											
Lloyd Snook	P											
Brian Pinkson	P											

**Summary:**

Provide a summary of the of the past years key activities that support the mission to 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 unanimously by the committee.

### **Parks Operations, Improvements in FY22**

- 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**

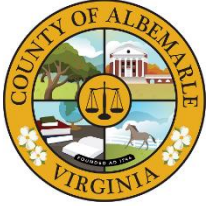
- FY23 Continue with Planting native trees to replace the diseased Ash Trees
- FY24 Pedestrian/Bike path (8' wide) along Elk Drive starting at the park entrance on Rt 20 to existing circulation at upper parking lots

### **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



## Boards and Commissions Annual Report - 2022

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

Economic Development Authority

### **Meeting Frequency:**

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

Day(s)	Time	Location
Third Tuesday	4:00 pm	COB 241 – virtual January-August '22

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

P=Present / A=Absent

Members	Meeting Dates											
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul (cancelled)
Don Long	P	A	P	P	P	P	A	P	P	P	P	
George Ray	P	P	P	P	P	P	P	P	P	P	P	
Matt Lawless	A	A	A	A	A	A	A	A	A	A	A	
Stephen McNaughton	P	P	A	P	P	P	P	A	P	P	P	
Jeff Morrill	A	A	A	A	A	A	A	A	A	A	A	
John Mottola	P	A	P	P	P	P	A	P	P	P	P	
David Shreve	P	P	P	P	A	P	P	P	P	A	P	
Jim Bowling	A	A	A	A	P	A	A	A	A	A	P	
Diantha McKeel	P	P	P	P	P	P	P	P	P	P	P	
Katherine Imhoff	P	P	P	P	P	P	P	P	P	A	A	
Stuart Munson	P	P	P	P	P	P	P	P	P	A	A	

### **Summary:**

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

The past year's key activities that support the mission include, an AFID grant Governor's announcement for Potter's Craft Cider, the approval of the Building Reuse grant, a refunding of Albemarle County's 2013 bonds which will expectedly save the county several million dollars: and a bond issuance to Westminster Canterbury. Other key activities consist of providing matching grant funds to Rivanna Medical and Bonumose for the Virginia Jobs Investment Program; and administering grant programs for Broadband Accessibility, Brookdale Affordable Housing Development, and Habitat for Humanity Greater Charlottesville - Southwood communities.

A challenge faced by the Economic Development Authority is no sustainable funding stream. Funds are raised through bond issuance and inconsequentially based on the size of the Economic Development Office's Investment Pool. Furthermore, there is limited inventory of sites and product (product - meaning buildings of different size and shapes; or parcels located adjacent to rail, interstate, or existing infrastructure).



# Boards and Commissions Annual Report - 2022

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

ELECTORAL BOARD

**Meeting Frequency:**

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

Day(s)	Time	Location
VARIOUS	VARIOUS	COB - 5th St.

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

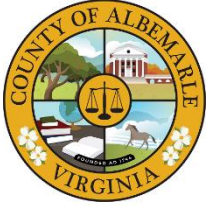
P=Present / A=Absent

Member	Meeting Dates											

**Summary:**

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

NOVEMBER 8, 2021 GENERAL ELECTION  
JUNE 21, 2022 REPUBLICAN PRIMARY FOR 7th  
CONGRESSIONAL DISTRICT  
COUNTY REDISTRICTING, 2022



## Boards and Commissions Annual Report - 2022

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

Board of Equalization

### **Meeting Frequency:**

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

Day(s)	Time	Location
Tuesdays	9:00 – 1:00	Zoom Meetings for FY22
Thursdays	12:00 – 5:00	

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

P=Present / A=Absent

Members	Meeting Dates									
	7/1/21	7/13/21	7/15/21	7/20/21	7/27/21	7/29/21	5/9/22	6/23/22	6/28/22	6/30/22
Anthony Arsali	P	P	P	P	A	A	P	P	P	P
David Ferrall	P	P	P	A	P	P	P	P	P	P
David Van Roijen	P	P	P	P	P	P	n/a	n/a	n/a	n/a
Karen Pape	P	A	A	P	P	P	P	P	A	A
Waki Wynn	A	P	P	P	P	P	P	P	P	P
Bill Cromwell	P	P	P	A	P	P	n/a	n/a	n/a	n/a
Evan Mayo	n/a	n/a	n/a	n/a	n/a	n/a	P	P	P	P
Robert Beard	n/a	n/a	n/a	n/a	n/a	n/a	P	P	P	P

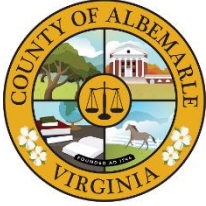
### **Summary:**

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

The Board of Equalization (BOE) conducts meetings starting in May which normally stretch through July or August depending on demand. The FY22 period covers the end of the CY21 BOE schedule and the beginning of the CY22 schedule. The BOE continued to conduct meetings remotely through zoom during FY22 which provided some technical difficulties. The BOE adopted rules of procedure in 2022 to direct the conduct of their



meetings. Bill Cromwell and David Van Roijen participated in the CY21 Board but were replaced by Evan Mayo and Robert Beard in CY22.



# Boards and Commissions Annual Report - 2022

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

Local Building Board of Code Appeals/ Fire Prevention Code Appeals Board

**Meeting Frequency:**

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

Day(s)	Time	Location
		Third Wednesday of each month at a time and location agreed upon by the Board members unless no call to action is requested.

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

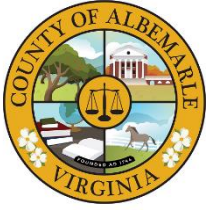
P=Present / A=Absent

Members	Meeting Dates											
Doug Lowe												
Francis Caruccio												
James Gibson												
Fred Huckstep												
Joseph Schinstock												

**Summary:**

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

No appeal activity in this fiscal year.



# Boards and Commissions Annual Report - 2022

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

(Hazardous Materials) Local Emergency Planning Committee

**Meeting Frequency:**

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

Day(s)	Time	Location
8/25/2021	1:00PM	Virtual
12/1/2021	1:00PM	Virtual
2/24/2022	1:00PM	Virtual
		Q4 meeting not held, pending hire of Regional Emergency Management resource

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

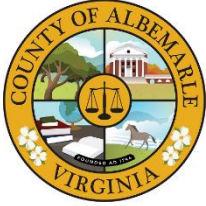
P=Present / A=Absent

Member	Meeting Dates										
	8/25	12/1	2/24								
Donna Price	A	A	A								

**Summary:**

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

Meetings included partner check-ins and updates for ongoing regional emergency management projects, programs, grants, and events.



## Boards and Commissions Annual Report - 2022

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

Historic Preservation Committee

**Meeting Frequency:**

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

Day(s)	Time	Location
Every 4 <sup>th</sup> Monday of the month	4:30 pm	Zoom Platform

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

P=Present / A=Absent

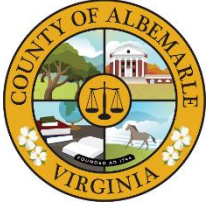
Members	Meeting Dates					
	07/26/2021	08/23/2021	09/27/2021	10/25/2021	11/25/2021	12/27/2021
Jared Loewenstein	P	A	A	P	Meeting Canceled	Meeting Canceled
Ross Stevens	P	P	P	P		
Liz Russell	P	P	P	P		
Diane Brown Townes	A	P	P	P		
Nancy Takahashi	P	A	P	A		
Ed Lay	P	P	A	A		
Betsy Baten	P	P	P	P		
Craig Jacobs	P	P	A	A		
Carter Montague	A	A	A	P		
Peter Daniel	P	P	P	P		
Pete Cypret	P	P	P	P		
Daniel Gidick	P	A	A	P		
Phylissa Mitchell	N/A	N/A	N/A	N/A		
Jennie More (PC)	A	A	A	A		
Karen Firehock (PC)	N/A	N/A	N/A	N/A		
Ann Mallek (BOS)	A	P	P	P		
Bea LaPisto-Kirtley (BOS)	N/A	N/A	N/A	N/A		

Members (continued)	Meeting Dates					
	01/24/2022	02/28/2022	03/28/2022	04/25/2022	05/23/2022	06/27/2022
Jared Loewenstein	N/A	N/A	N/A	N/A	Meeting Canceled	N/A
Ross Stevens	P	P	P	P		P
Liz Russell	P	P	A	P		P
Diane Brown Townes	P	P	A	P		N/A
Nancy Takahashi	P	P	P	P		A
Ed Lay	A	P	A	P		A
Betsy Baten	P	P	P	P		P
Craig Jacobs	P	P	P	A		A
Carter Montague	P	P	P	A		P
Peter Daniel	P	A	P	A		A
Pete Cypret	P	P	P	P		A
Daniel Gidick	P	P	P	A		P
Phylissa Mitchell	N/A	P	P	A		P
Jennie More (PC)	P	P	A	N/A		N/A
Karen Firehock (PC)	N/A	N/A	N/A	N/A		P
Ann Mallek (BOS)	N/A	N/A	N/A	N/A		N/A
Bea LaPisto-Kirtley (BOS)	P	P	P	P	A	

**Summary:**

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

There were 9 meetings held during the past year. The primary projects included an ongoing discussion about local historic markers, establishing a Local Historic Marker program, and updates needed to the Comprehensive Plan and Historic Preservation Plan.



## Boards and Commissions Annual Report - 2022

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

Albemarle-Charlottesville Regional Jail Authority Board

**Meeting Frequency:**

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

Day(s)	Time	Location
2 <sup>nd</sup> Thursday of each Month	12:00 PM	Albemarle-Charlottesville Regional Jail Muster Room

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

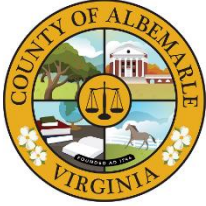
P=Present / A=Absent

Member	Meeting Dates										
	7/8/21	7/22/21	8/12/21	9/9/21	10/14/21	12/9/21	1/13/22	2/10/22	3/10/22	5/12/22	6/9/22
Diantha McKeel	P	P	P	P	P	P	P	P	P	P	P
Doug Walker	P	P	P	P	P	P	P	P	P	P	P
Cyndra Van Clief	P	P	P	P	P	P	P	P	P		
Jay James	P	P	P	P	P	P	P	P	P	P	P

**Summary:**

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

1. Albemarle County is no longer the fiscal agent for the Albemarle-Charlottesville Regional Jail. ACRJ is now its own fiscal agent.
2. The Authority has been working toward the approval of a renovation/expansion of the facility.



# Boards and Commissions Annual Report - 2022

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

James River Alcohol Safety Action Program

**Meeting Frequency:**

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

Day(s)	Time	Location
Thursday	6:00pm	1428 Greenbrier Place, Charlottesville Va. 22901

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

P=Present / A=Absent

Member	Meeting Dates										
	12/9/20	4/19/21	8/10/21	12/21/21	1/13/21	3/22/22	6/23/22				
Jim Hingeley Albemarle CA	P	P	A	A	A	A	A				
Chief Ron Lantz ACPD	A	A	A	A	A	N/A	N/A				
Colonel Sean Reeves ACPD	N/A	N/A	N/A	N/A	N/A	P	N/A				
Lieutenant Jeremy Wood ACPD Designee	N/A	N/A	N/A	N/A	N/A	N/A	P				

**Summary:**

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

The James River Alcohol Safety Program (VASAP) offers education and driver safety programs for substance abuse, alcohol offenders who drive, first time offenders, habitual offenders; offers aggressive/reckless driver classes, Ignition Interlock program, and the basic driver improvement programs for individuals who want to receive positive points to their driving record.

This board includes representation from the following jurisdictions: Albemarle County, Charlottesville City, Fluvanna County, Greene County, Louisa County, Nelson County

On June 30, 2022, the James River ASAP executive director retired. The new executive director, Merrie Ragland, was unable to provide information of the past years due to her recent appointment.

However, Ms. Ragland has identified one of her challenges is the need to obtain more staff to manage the workload.

The Albemarle County Police Department has a seat on this board, with the Traffic Unit Commander, Lieutenant Jeremy Wood, being Colonel Reeves' designee.





## Boards and Commissions Annual Report - 2022

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

Jaunt, Inc. Board Meetings

**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

Members	Meeting Dates					
	7/14/21	9/8/21	10/13/21	11/10/21	12/8/21	1/12/22
Raymond East	P	P	P	P	P	P
Fran Hooper	P	P	P	P	P	P
Jacob Sumner						P
William Wuensch	P	P	A	P	P	P

Members	Meeting Dates (continued)				
	2/9/22	3/9/22	4/13/22	5/11/22	6/8/22
Raymond East	P	P	P	P	P
Fran Hooper	P	P	P	P	P
Jacob Sumner	P	P	P	P	P
William Wuensch	P	P	P	A	P

Finance Committee:

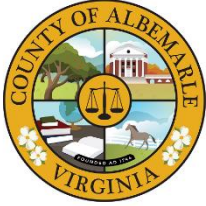
Members	Meeting Dates (continued)			
	3/3/22	4/5/22	5/5/22	6/8/22
Raymond East	P	P	P	P
Jacob Sumner	P	P	P	P

**Summary:**

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

Jaunt is emerging from the COVID-19 pandemic with an upward trend in ridership as well as in a stronger financial position. We were able to establish our first "rainy day" fund which will help us weather unexpected

economic conditions in the future. We also strengthen our capital reserve fund. In addition, because of our stronger financial position, we were able to aggressively and successfully address a driver shortage by increasing wages 20%. Our challenges in FY2022 was weathering the impact of the "Great Resignation" which contributed to an unusually high turnover in management staff. This challenge continues into FY2023. Further, we undertook initiatives to improve our service delivery efficiency, reduce capital expenses, as well as take steps to improve fiscal transparency by changing the make up of our board finance committee as well as instituting regular board level committee meetings. We also undertook a comprehensive revision to our governing documents to ensure Jaunt is in compliance with laws governing public service corporations.



## Boards and Commissions Annual Report - 2022

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

Jefferson Area Board for Aging Advisory Council

### **Meeting Frequency:**

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

Day(s)	Time	Location
Thursdays	12-1:30	Zoom and once at Parkview on Pantops

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

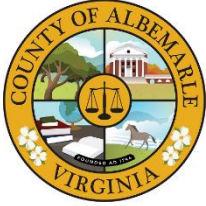
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Members	Meeting Dates					
	9/2/21	11/4/21	1/6/22	3/3/22	5/5/22	6/27/22
Waltine Eubanks	A	A	CANCELED MEETING	A	A	A
Pamela MacIntyre-appointed 4/6/22	N/A	N/A	N/A	N/A	P	P

### **Summary:**

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

JABA Advisory Council learned about new programs being developed to help seniors age in the community, especially during the pandemic. 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



## Boards and Commissions Annual Report - 2022

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

Jefferson Area Board for Aging Board of Directors

### **Meeting Frequency:**

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

Day(s)	Time	Location
Mondays	12-2:00	Zoom or Parkview on Pantops

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

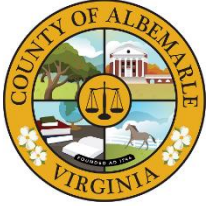
P=Present / A=Absent

Members	Meeting Dates					
	9/27/21	11/22/21	1/24/22	3/28/22	5/23/22	6/27/22
Sue Friedman	P	P	P	P	P	P
Diantha McKeel- appointed 1/24/22	P	P	A	P	P	P
Cameron Mowat	P	P	P	P	P	P
Jerrod Smith	P	P	A	P	A	P
Richard Lindsay- term ended 1/24/22	P	P	P	P	P	P

### **Summary:**

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

This year continued to require constant adaptation to the impact of the pandemic on seniors. Community centers, Shining Star preschool and adult care centers remained open most of the year, following CDC precautions. Options counselors were able to return to home visits to assess and assist. Part D Medicare counseling was held virtually (given the timing and the surge of Covid). JABA initiated work on its Inclusive Excellence strategic plan and goals. The Inclusive Excellence Advisory Council offers feedback on ideas, works on projects, monitors addressing goals, and develops new goals as appropriate. The Board approved the budget for FY22 and reviews the results of the employee satisfaction survey and the client outcome satisfaction surveys.



## Boards and Commissions Annual Report - 2022

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

Jefferson Area Community Criminal Justice Board

### **Meeting Frequency:**

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

Day(s)	Time	Location
Second Wednesday on the first month of each quarter	6:00 to 7:30 PM	All FY2022 meetings were held via Zoom.

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

P=Present / A=Absent

Members	Meeting Dates			
	10/13/21	1/12/22	4/13/22	7/13/22
Lieutenant E. "Tripp" Martin, Albemarle Police Department	P	P	P	A
Kaki Dimock, Albemarle Department of Social Services (appointed 8/4/22)	N/A	N/A	N/A	N/A

### **Summary:**

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

The following represents the key activities and work products of the Jefferson Area Community Criminal Justice Board in Fiscal Year 2022.

### **OAR Recidivism Study:**

The purpose of this study was to examine and expand a FY12 statewide recidivism study of local probation clients. Recidivism was defined as any conviction for a jailable offense. The study examined 2,486 OAR probation completers for FY15-18. The study involved data from the Agency client database and Virginia State Police criminal records. The study examined client demographics, offense characteristics, supervision activity and recidivism. Race was a variable that was examined related to program success and recidivism.

- Across OAR-Jefferson Community Corrections, 77.0% of the cases in the study cohort were closed with a case status of "successful". Reasons for an "unsuccessful" closure include technical violations (55.7%), a new misdemeanor charge/conviction (19.6%), capias issues (18.8%), or a new felony charge/ conviction (5.9%).

- The three year recidivism rate was 26.7%
- Those with closure types designated “unsuccessful” were more than twice as likely to reoffend than were those with “successful” case closures (49.6% compared to 20.2%)
- There was no statistically significant difference in unsuccessful technical program closures by race

## CCJB Reported Crime Study:

The purpose of this study was to put crime rates of CCJB member jurisdictions into context, by comparing them to other Virginia jurisdictions of similar population size. Counties were compared to other counties of comparable size, while Charlottesville was compared to independent cities of comparable size. Crime rates per 1000 residents, year-over-year, were recorded for each of the three ACRJ member jurisdictions (Albemarle, Charlottesville and Nelson) and the five CVRJ member jurisdictions (Fluvanna, Greene, Louisa, Madison and Orange). Nine comparable Virginia jurisdictions were identified as a comparison group for each CCJB member jurisdiction. Crime rates per 1000 residents were recorded and averaged for each member of the comparison group. Ten year trend lines were then calculated for CCJB member jurisdictions, as were rates for comparison jurisdictions. The trends were then charted to determine how closely the crime rates matched over time. This method was employed for all three Group A crime categories.

- Overall, CCJB member jurisdictions from 2011 to 2020 experienced a reduction in the rate of both Crimes against Person and Crimes against Property, offset by an increase in the rate of Crimes Against Society.
- Only one of the eight CCJB jurisdictions (Charlottesville) observed a decrease in Crimes against Society.
- Half of the CCJB member jurisdictions had lower Crimes against Person rates in 2020 than did their peer jurisdictions, while six of eight had lower Crimes Against Property rates and all eight had Crimes Against Society rates that were lower than their comparison group.
- The COVID epidemic does not appear to have had a significant impact on these trends, most of which are long-standing and relatively durable.
- In 2020, Albemarle’s Crimes against Person rate was close to the average of the comparison group (9.6 per 1000 vs. 9.2 per 1000). However, Albemarle’s rate fell 19% during the past ten years, almost twice the average reduction of 10% for other counties of comparable size.
- Albemarle’s Crimes against Property rate remained slightly higher than peer counties throughout the decade. Decrease observed in Crimes against Property were significant in both Albemarle (down 32%) and comparable counties (down 30%). In 2020, the rate for Albemarle was 22.23, compared to 17.41 for peer counties.
- Albemarle’s Crimes against Society rate was lower than peer counties throughout the decade. While the Albemarle rate increased 28%, the rate among comparable counties increased nearly three times that (80%). Albemarle’s rate of 4.74 was the lowest of all comparable jurisdictions in 2020, which had an average of 10.05.

## Statewide Crime Study by Jurisdiction Size:

Each of Virginia’s 133 counties and independent cities were categorized by population size into one of six groups. Reported Group A crime rates per 1000 residents were recorded for each jurisdiction from 2011 to 2020, in each of the three primary crime categories (person, property and society). These rates were averaged for each population size group, and trend lines were established for each group average, for each crime type, from 2011 to 2020. Percent change in crime rate from 2011 to 2020 was then calculated for each population size group, in each of the three primary crime categories.

- Once population size was controlled for, utilizing a rate per 1000 residents, there were few notable distinctions between large and small jurisdiction crime rates in the Commonwealth.

- Smaller jurisdictions did have slightly smaller rates of person and property crime than their larger neighbors, offset by higher rates of crimes against society (mostly drug and weapons offenses).
- The factors that are driving changes in crime rates over time in Virginia (reductions in person and property crime and increases in crimes against society) appear to be impacting large and small jurisdictions in a similar way.

## New Grants:

- **Grant #1:** \$500,000 (over three years) from the U.S. Department of Justice, to support the operation, and potential expansion, of the Albemarle-Charlottesville Therapeutic Docket. The Docket diverts misdemeanor and low-level felony defendants with behavioral health disorders from the traditional court process and ensures that they receive an appropriate level of treatment and case management.
- **Grant #2:** A technical assistance grant from the SAMSHA GAINS Center to help the Albemarle-Charlottesville community update its Sequential Intercept Model (SIM). Technical assistance will be provided to plan for and hold a two-day workshop for 30-50 criminal justice and behavioral health professionals to create an action plan for improving services to criminal justice clients with behavioral health disorders, at each of six different intercept points in the criminal justice continuum.
- **Grant #3:** A technical assistance grant from the National Association of Counties (NACo), which will provide consulting services to the Albemarle-Charlottesville EBDM Policy Team. The EBDM team, which includes the leadership of all local criminal justice agencies and most behavioral health agencies, is seeking to create a new strategic plan, which will be facilitated through this technical assistance grant. Albemarle-Charlottesville was one of only five sites selected in the first round of grant awards.

## CCJB Strategic Plan:

The CCJB Strategic Plan, adopted in January 2019, has reached its original expiration date. The CCJB spent some time during the January 2022 meeting discussing progress toward achieving the board's objectives established three years ago, in preparation for updating and revising the strategic plan later this year.

Five of nine objectives were deemed to have been either completely or mostly accomplished, while three more were deemed partially accomplished. One objective (to form an ad hoc committee to develop a communication strategy) was not accomplished.

## Underlying Contributors to the Average Daily Population at ACRJ and CVRJ

During the January 2022 meeting, the Board discussed the primary drivers of incarceration at both jails, specifically the number of probation violators and the bed days they expend. The Planner is keeping an eye on this population in the wake of new restrictions placed on sentencing of first- and second-time technical violations of probation in July 2021, which may serve to reduce the size of this cohort at both jails, and their average length of stay.

The Board also discussed the impact of the growing number older inmates at both jails, but more significant at ACRJ than CVRJ. The aging of the inmate population is accentuated by a drop by nearly 50% in the number of young (age 18-24) inmates at both jails.

Additionally, there was a discussion regarding newly enacted (July 2021) legislation that “provides that in a criminal case the court shall ascertain the extent of the punishment unless the accused has requested that the jury ascertain punishment or was found guilty of capital murder.” There is concern among courts that this legislation will produce more jury trials in the future, and fewer guilty pleas, creating strain on court dockets.

Among the key findings of the Average Daily Population Study at ACRJ were the following:

- From June 2016 through November 2021, ACRJ’s ADP decreased 17%. The highest ADP (496) was recorded in August 2019, while the lowest (306) was recorded in April 2020 (the first month of the COVID-19 lockdown). The most recent ADP recorded in November 2021 was 390 inmates (with ~65 HEI inmates included in this tally but not physically in jail).
- From June 2016 through November 2021, ACRJ’s local-responsible population dropped 28%, while the state-responsible population fell a comparable 21%. Federal inmate ADP increased 150%, but the total number of Federal inmates remained a small percentage of the overall ADP (4.3% of all inmates in 11/21).
- ACRJ jurisdictions began using HEI extensively at the onset of the pandemic, and as of November 2021, ACRJ was the most significant per-capita utilizer of electronic monitoring in the state, with 35 sentenced HEI inmates recorded in LIDS and ~30 additional inmates released pretrial on HEI.
- ACRJ’s pretrial ADP fell 19% from November 2016 to November 2021, with all of that drop occurring after the onset of the pandemic. However, the drop was restricted to holds that did not involve a probation violation (down 32%). Holds that included a probation violation increased 122%.
- The percentage of the ACRJ average daily population with holds that included a probation violation increased 170% from November 2016 to November 2021. In 11/21, pretrial holds that included a probation violation represented 7.5% of the jail’s total ADP.
- During November 2019 (pre-COVID) and November 2021 (COVID-era), ACRJ ranked below the average ADP per 1,000 residents, compared to ten other regional jails serving a geographical footprint of comparable population size (100,000 to 300,000 residents).

## University of Virginia Systems Engineering Capstone Team Research

Over the past decade, the University of Virginia Department of Systems Engineering has partnered with the CCJB to conduct research on its behalf. Over the past five years, that research has focused on the preponderance of serious mental illness in the inmate populations at the Albemarle-Charlottesville Regional Jail and the Central Virginia Regional Jail. Under a protocol established by UVA’s Institutional Review Board, the Capstone research team was able to obtain and analyze personally protected information from ACRJ, CVRJ, OAR and Region Ten Community Services, to advance our understanding of this sizeable and challenging population.

Among this year’s key research findings were the following:

- **From 2015 to 2021, an increasingly greater percentage of inmates at both jails met the screening criteria for serious mental illness, primarily because of increases in “yes” responses to Question #7 on the Brief Jail Mental Health Screener (“Are you currently taking any medication prescribed for you by a physician for an emotional or mental health problem?”).**
- **Over 36% of inmates screened at ACRJ met the BJMHI screening criteria for serious mental illness.**
- **The percent of people “screening in” increased with their number of arrests.**
- **Females accounted for a larger percentage of the screened-In group than expected, while Black inmates account for a smaller percentage.**
- **A large proportion of the individuals “screening in” at ACRJ had previously received community-**



## **based mental health treatment.**

Conclusions: Similarities between ACRJ and CVRJ

- Significant drops in intake volume were observed at both jails from 2011 to 2021, especially among inmates age 18-24. In addition, both jails had significant decreases in the rate of intakes per 1000 residents of its member jurisdiction footprint.
- Drops in booking volume occurred among all top ten charge types at both jails during the pandemic.
- Both jails experienced a similar increase in their ratio of bookings to intakes.
- Probation violations as a percentage of all booking volume increased significantly at both jails (although CVRJ's increase was far steeper than ACRJ's, especially at the felony level).
- Significant increases in the average length of stay were observed at both jails, particularly during the pandemic years of 2020 and 2021.
- Bed day expenditures dropped at both jails from 2012 to 2021, and at a similar rate. Much of the drop at both jails was associated with reductions in BDE among Black inmates, and inmates age 18-24. These reductions were partially offset by increases in BDE among female inmates and inmates age 50 or older at both jails.
- Bed day expenditures per 1000 residents of ACRJ and CVRJ member jurisdictions fell significantly, comparing 2012 to 2021.
- Approximately one in four inmates at both jails had lengths of stay of greater than 30 days.

## **2011-2021 ACRJ/CVRJ Comparative Study**

Similarities between ACRJ and CVRJ:

- Significant drops in intake volume were observed at both jails from 2011 to 2021, especially among inmates age 18-24. In addition, both jails had significant decreases in the rate of intakes per 1000 residents of its member jurisdiction footprint.
- Drops in booking volume occurred among all top ten charge types at both jails during the pandemic.
- Both jails experienced a similar increase in their ratio of bookings to intakes.
- Probation violations as a percentage of all booking volume increased significantly at both jails (although CVRJ's increase was far steeper than ACRJ's, especially at the felony level).
- Significant increases in the average length of stay were observed at both jails, particularly during the pandemic years of 2020 and 2021.
- Bed day expenditures dropped at both jails from 2012 to 2021, and at a similar rate. Much of the drop at both jails was associated with reductions in BDE among Black inmates, and inmates age 18-24. These reductions were partially offset by increases in BDE among female inmates and inmates age 50 or older at both jails.
- Bed day expenditures per 1000 residents of ACRJ and CVRJ member jurisdictions fell significantly, comparing 2012 to 2021.
- Approximately one in four inmates at both jails had lengths of stay of greater than 30 days.

Differences between ACRJ and CVRJ:

- CVRJ had nearly twice the rate of decrease in intakes of Black inmates, compared to ACRJ.
- There were significant increases in felony booking volume at ACRJ, while felony bookings

decreased at CVRJ.

- CVRJ's increase in probation violation bookings was more than six times greater than at ACRJ.
- CVRJ's "COVID dip" in booking volume was deeper than that observed at ACRJ, but the subsequent rebound at CVRJ was stronger.
- The average length of an ACRJ inmate's jail stay exceeded that of CVRJ inmate's stay by a considerable margin in every year studied. However, CVRJ's rate of increase in ALOS was nearly twice that of ACRJ from 2012 to 2021.
- ACRJ jurisdictions expended nearly twice the bed days per capita than did CVRJ jurisdictions, both in 2012 and 2021.
- The average daily population fell at ACRJ over the past five years, while rising at CVRJ. This is at least partially a result of a falling number of pretrial inmates at ACRJ, compared to an increase in pretrial inmates at CVRJ.

### One Stop Reentry Shop:

- Beginning July 1, 2022, House Bill 5148 created a set of earned sentencing credits for Virginia Department of Corrections inmates that awards eligible, non-violent inmates up to 15 days earned credit for every 30 days served. Since the time credits are applied retroactively, up to 3,000 Virginia DOC inmates (and state-responsible inmates held in Virginia's jails) are eligible for early release between 7/1/2022 and 8/31/2022. This represents 75-100 DOC inmates coming home to CCJB member jurisdictions during July and August of this year.
- In response, a "One-Stop Shop" has been set up in the parking lot of the District 9 Probation Office on Wednesdays, to provide a variety of reentry resources for those just released from confinement, in addition to anyone with a previous period of incarceration who might benefit from additional resources. These resources include Medicaid enrollment, health care referrals, job search assistance, educational resources, housing assistance, behavioral health referrals, social services, basic toiletries, food, and other essentials. The One-Stop Shop will continue to operate on Wednesdays from 12-2 pm until reentry volume returns to normal (mid to late September 2022).

### UVa Emergency Department Study:

In June 2022, a UVa study of formerly-incarcerated jail inmates was published, the culmination of a research collaboration between ACRJ, Region Ten, UVa Hospital, the Criminal Justice Planner and UVa Departments of Systems Engineering and School of Data Science.

This study, the first of its kind in Virginia, matched ACRJ and Region Ten data previously assembled by the Systems Engineering Capstone Teams with UVa Emergency Department records, under an approved UVA Institutional Review Board protocol that enabled the co-mingling of personally-identified medical information. Some of the key findings of this study included:

- Nearly 25% of ACRJ inmates booked in 2019 had an ED visit within 1 month of release
- 41% had an ED visit within 1 year of release
- 35% of ACRJ inmates had 3 or more ED visits within 1 year of release from jail
- ACRJ inmates utilized ED services at rates more than three times that of the general public.

- Former ACRJ inmates were 43% more likely than the general public to present at the ED with a mental health disorder.
- Former ACRJ inmates were twice as likely as the general public to present at the ED with a substance abuse disorder.
- Of those individuals found in both the ACRJ and ED cohorts, 41% were also consumers of Region Ten services.
- There was no statistical difference in overall ED utilization among former ACRJ inmates who were post-release consumers of Region Ten services and those who were not.
- Region Ten consumers who were receiving services before their arrest were nine times more likely to return to Region Ten services upon their release, compared to those inmates who were not linked to services prior to their arrest.
- Inmates were twice as likely to receive Region Ten services with each additional arrest.
- Engagement with Region Ten services prior to arrest decreased the likelihood of former ACRJ inmates presenting to the ED by more than 50% within the first 12 months following their release.

This research, conducted by Dr. Eugenia Hughes, suggests that former jail inmates are utilizing Emergency Department services at rates significantly higher than the general public, particularly in the first few months following their release from jail, possibly in the absence of a source of primary medical care. The study also suggests that behavioral health intervention prior to incarceration significantly decreases the likelihood that former inmates will require Emergency Department services following their release.

### CCJB Jail Utilization Trends:

In an attempt to identify trends that are common to all or most of the eight CCJB member jurisdictions, the Criminal Justice Planner conducted a regional analysis of jail utilization.

Among the key trends were the following:

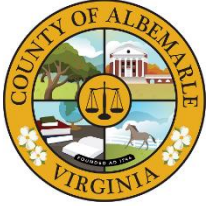
- Fewer people were incarcerated in the CCJB footprint, both in real numbers and per capita, in 2021 compared to 2012.
- This was particularly true of young people, age 18-24.
- However, the percentage of inmates booked on felonies increased during this time period.
- Inmates were increasingly booked in on more charges per intake event.
- Probation violations exerted an increasingly strong influence on booking volume in every CCJB jurisdiction, and represented the fastest-growing offense type in 6 of 8 jurisdictions (all of them rural).
- The average length of an inmate's stay increased in every CCJB jurisdiction. This was particularly true of inmates age 50 or older.
- The percentage of inmates serving longer than 30 days increased in all eight CCJB jurisdictions from 2012 to 2021.
- Black inmates expended fewer beds in 2021 than in 2012 in every CCJB jurisdiction.
- Bed day expenditures plummeted among the youngest inmate group (age 18-24).
- These decreases were offset by significant increases in bed day expenditures among the oldest inmate group (age 50+).

### Felony Drug Certification Trends:

The Criminal Justice Planner presented a study of Department of Forensic Science felony drug certification data. This analysis built upon an earlier study conducted in 2020, and now includes the pandemic years of 2020-21. The data set records the number of felony drug certificates of analysis completed by DFS, by jurisdiction and drug type. This data set represents the best objective tally of drug interdiction trends available, by drug type, and helps jurisdictions better understand trends specific to their locality. As a frame of reference, statewide trends were also presented.

Among the key findings were the following:

- Cocaine certificates of analysis have plummeted in the last decade, both regionally and statewide.
- Opioid supplanted cocaine as the most often certified narcotic, both regionally and statewide (first prescription opioids, followed by heroin, and most recently, fentanyl).
- However, in just the past few years, methamphetamine certifications have spiked, both regionally and statewide, rivaling opioids for dominance in the illicit drug trade.
- In 2021, methamphetamine was the most frequently certified felony narcotic in Albemarle, Nelson, and tied with opioids Madison. Opioids were the most frequently certified felony narcotic in Charlottesville, Fluvanna, Greene, Orange and Louisa (with meth a close second).
- If current trends continue, methamphetamine may soon become the most frequently certified felony narcotic statewide, regionally, and in all eight CCJB jurisdictions.



## Boards and Commissions Annual Report - 2022

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

Jefferson Madison Regional Library

### **Meeting Frequency:**

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

Day(s)	Time	Location
3 <sup>rd</sup> 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.

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

P=Present / A=Absent

Members	Meeting Dates											
	7/26	8/23	9/27	10/25	11/22	12/13	1/24	2/28	3/28	4/25	5/23	6/27
Michael Powers	P	P	P	P	P	P	P	P	P	P	P	P
Anthony Townsend	A	P	P	P	A	P	P	P	P	P	P	P
Thomas Unsworth	P	P	P	P	P	A	P	P	P	P	P	P

Members	Meeting Dates- JMRL Policy Committee					
	8/31/21	10/25/21	12/13/21	2/28/22	4/25/22	7/14/22
Michael Powers (Chair)	P	P	P	P	P	P
Anthony Townsend	A	P	P	P	P	P

Members	Meeting Dates- JMRL Strategic Plan Committee					
	5/11/22					
Anthony Townsend	P					

Members	Meeting Dates- JMRL Technology Committee											
	12/9/21	3/28/22										
Michael Powers	P	P										

Members	Meeting Dates- JMRL Budget/Finance Committee							
	8/18/21	11/12/21	3/16/22	4/14/22				
Anthony Townsend (Chair)	P	P	P	P				

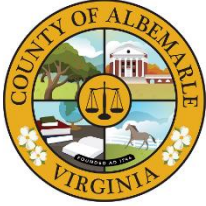
**Summary:**

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

Much of FY22 was focused on a return to “normalcy,” as JMRL operated in Tier 1 of the Library’s Covid Response Plan. Full hours and mostly full services were in place for the entire fiscal year. Albemarle Trustee Thomas Unsworth served as Board President during FY22, and was replaced by Albemarle Trustee Tony Townsend as Chair for FY23. One major accomplishment in FY22 was the creation and distribution of a new JMRL Employee Handbook. The Library Board commissioned a working group of staff and Board Members to tackle this project, and Tony Townsend and Michael Powers were the Board members involved. JMRL’s FY22 budget accomplished a longstanding Board goal of a \$15.00 minimum wage for the Library. Much Board work went into this, especially from the Board Budget/Finance Committee which was chaired in FY22 by Tony Townsend.

At their May 2022 meeting, JMRL’s Board heard public comment from a group of descendants of enslaved laborers at Monticello, requesting that the Board change the name of the regional library. Albemarle Trustee Michael Powers is going to serve on a working group exploring this issue.

Please see the second attached “Supplemental Attendance Reporting Form” for a full accounting of Albemarle Trustees’ JMRL Committee attendance.



## Boards and Commissions Annual Report - 2022

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

Joint Airport Commission

### **Meeting Frequency:**

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

Day(s)	Time	Location
2 <sup>nd</sup> Monday of every other month	4:00 p.m.	X Location varies from Airport, North Fork Research Park, and Double Tree Hotel

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

P=Present / A=Absent

Members	Meeting Dates					
	07/12/21	09/14/21	1/10/22	3/7/22	05/09/22	06/22/22
Donald Long	P	P	P	P	P	A
Eric Walden	P	A	P	A	P	A
John Mattern	P	P	P	P	A	P
Steven Hiss	A	P	P	P	P	P

### **Summary:**

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

- Discussed Amendment #7 to Capital Budget which added funding for C.R.R.S.A.A grant
- Discussed the appointment of the FY-21 Audit Committee Membership
- Discussed the award of the 2021 Grounds Maintenance & Landscaping contract to James River Grounds Management
- Discussed adopting Resolution No. 2021-6 "Approving Cho's Air Service Incentive Program" which provides marketing support and other incentives to new or expanded air service at CHO.
- Held a special joint meeting of the Authority Board and the Commission to discuss the Terminal Area Plan. Different terminal area improvement scenarios were presented and discussed.
- Approved the 2022 Annual appointment of a Commission Chairman and Vice-Chairman.
- Discussed Amendment #1 to the FY-22 Capital Budget
- Discussed Amendment #1 to the FY-22 Operating Budget
- Discussed Authorizing Agents for Certain Banking Transactions.
- Discussed Ratification of Executive Director's Authorization to Award Contracts for FY-21 Funded Construction Projects.

- Discussed Authorization for the Executive Director to apply for and accept FAA Infrastructure and FY-22 Entitlements Grants
- Discussed the Award and Administration of Contract for 2022 Banking and ATM Services.
- Discussed the Award and Administration of Contract for 2022 General Engineering Services.
- Discussed the Award and Administration of Contract for 2022 Professional Architectural Services.
- Discussed the Award and Administration of Contract for 2022 Commercial Multi-Grade Technician Services.
- Discussed the acceptance of the FY-21 Annual Comprehensive Financial Audit
- Discussed the membership of the 2022 Audit Committee
- Discussed the Revision of the Authority's Personnel Policy
- Discussed Adjusting the Authority's Capitalization Limits
- Discussed the Revision of the Authority's Purchasing Regulations
- Discussed the Award and Administration of the 2022 Professional Audit Service Contract
- Discussed Amendment #2 to the Airport's Capital Budget
- Discussed Resolution 2022-8 Chief Executive Officer Clarification of Powers
- Discussed the FY-23 Operating Budget and 6-Year Capital Plan which includes significant capital projects such as Terminal Expansion, Covered Walkway System, Tower Replacement, and Parking Deck Development.





## Boards and Commissions Annual Report - 2022

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

Metropolitan Planning Organization Policy Board

### **Meeting Frequency:**

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

Day(s)	Time	Location
Jul28	4:00p – 6:00p	Virtual Meetings via Zoom – due to COVID19 pandemic
Sep22		
Dec7		
Jan26		
Mar10* (special mtg)	1:00p-2:30p	
Mar24		
May25		

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

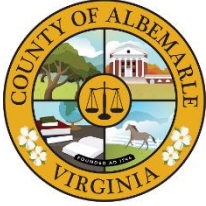
P=Present / A=Absent

Members	Meeting Dates						
	July 28	Sept 22	Dec 7	Jan 26	Mar 10	May 24	May 25
Ms. Ann Mallek	P	P	P	P	P	P	P
Mr. Ned Gallaway	P	P	A	P	P	P	P

### **Summary:**

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

- Authorized/supported the submission of SMART SCALE project applications from the MPO, the TJPDC, and in support of local governments.
- Approved amendments/adjustments to the Transportation Improvement Program
- Adopted the FY23 Unified Planning Work Program
- Adopted Resolution of Funding Support for Transit Governance Study Technical Assistance Grant
- Appointed Stakeholder Committee for Rivanna River Bicycle and Pedestrian Crossing project



## Boards and Commissions Annual Report - 2022

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

Natural Heritage Committee

### Meeting Frequency:

Day(s)	Time	Location
First Thursday of the month	5:00-7:30 pm	Virtual

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

P=Present / A=Absent / R=Resigned / \* = meeting canceled

Members	Meeting Dates											
	7/1	8/5	9/2	10/7	11/4	12/2	1/6*	2/3	3/3	4/7	5/5	6/2
Christine Putnam	P	P	P	P	P	P		P	P	P	P	P
Lonnie Murray	P	P	P	A	A	P		P	P	A	P	P
Peggy Cornett	P	P	P	P	P	A		P	A	P	A	P
Kate Mallek	P	P	P	P	P	P		P	P	P	A	P
Nancy Weiss	P	A	P	P	A	A		A	-	-	-	-
Michael Rodemeyer	P	P	P	R	-	-		-	-	-	-	-
Leah Jung	P	A	P	P	P	P		P	A	A	P	A
Kennon Williams	P	A	P	P	A	A		R	-	-	-	-
Bruce Gatling-Austin	P	P	P	P	A	P		P	P	P	A	A
Emma Andrews	P	P	P	P	P	P		A	A	P	P	P
Emily Luebke	A	A	P	R	-	-		-	-	-	-	-
Michael Callahan	-	P	P	P	P	P		P	P	A	A	P
Abigail Wilson	-	-	-	-	-	-		-	A	P	A	P
Dan Mahon	-	-	-	-	-	-		-	A	P	A	A

## **Summary:**

**Committee membership:** During this time period, four members concluded their service to the NHC, and three new members joined. The new members are Michael Callahan, Abigail Wilson, and Dan Mahon. The committee currently has ten members and two vacancies.

## **Accomplishments:**

The Natural Heritage Committee has established three Work Groups, in order to advance specific goals in the Biodiversity Action Plan (BAP). These groups are focused on Education, Policy, and Wildlife Corridors.

- Education (BAP Goals 1, 3, 8, 9, 14, 20)
  - Members of the NHC provided content for the Environmental Stewardship Hub, in support of the Stream Health Initiative's New Landowner Education Project.
  - 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), the Village School, and the Albemarle County Historical Society, a native plant demonstration pocket garden was created at the Society's garden space in downtown Charlottesville. Infographics about the importance of native plants in supporting pollinators and biodiversity were created by Village School students and are posted in the kiosk.
  - A slide deck about the BAP, the work of the NHC, and the collaboration with the PMG was created and presented to the White Hall Ruritan Club. The slide deck will also be used for future outreach events.
  - NHC members provided information to the public about the BAP and land stewardship practices at the Earth Day Celebration and Pollinator Festival in Scottsville.
  - NHC was briefed about the spotted lanternfly (SLF) in Albemarle County by representatives from VDACS and the Blue Ridge Prism. NHC members spoke to area vineyards, posted flyers, compiled educational materials, and helped to create a postcard mailer to alert the public. A pilot run of 500 mailers were sent to residents in western Albemarle. A NHC member gave a presentation about the SLF as part of the PMG speaker's program. (BAP Goal 8)
- Wildlife Corridors (BAP Goals 1, 5, 7, 9)
  - NHC members were 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)
  - Using the BAP and VDOT, Smithsonian and VSWCC contacts, NHC helped initiate investigation of wildlife crossings over and under Hwy 29 South near the Southern Albemarle Mountains (a BAP Conservation Focus Area)
  - After doing extensive research and networking, NHC was able to build support for initiation of a Bobcat habitat and movement study for northwest Albemarle County. The project was picked up by Virginia Tech's Fish & Wildlife Conservation Department, with technical support from the Smithsonian and expressed support from numerous state agencies and organizations. A graduate student has been secured for the project by VTech and she is starting Fall 2022.
  - Communication with VDOT, county staff, stakeholders and potential funders was initiated to assess opportunities to enhance a prime wildlife underpass in conjunction with a planned highway redesign at a major intersection (hwy 240/250) in Crozet.
- 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):
  - Conservation Mowing signage was updated and translated to Spanish for posting in the County parks.
  - The NHC worked 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. This spring a small strip of land was prepared and seeded with a native mix of warm season grasses and wildflowers.
  - 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.
- 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.
- 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:**

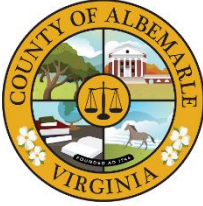
- ACE Program (BAP Goals 2, 9)
- Artificial turf and lighting at Darden Towe Park (BAP Goals 4,9,17)
- Water Protection Ordinance (BAP Goals 9, 14, 16, 17)
- Spotted Lanternfly (BAP Goals 8, 20)

#### **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 7, 20)
- Landscaping Practices (BAP Goals 4, 8, 20)
- Invasive Plants in County Parks (BAP Goals 4, 8, 20)
- Creating a land use valuation category for biodiversity conservation (BAP Goal 2, 3, 9)

#### **Challenges:**

- Continuing need for better citizen and member access to participation in meetings.
- Overly restrictive interpretation of FOIA and COVID requirements for work group meetings.
- Clearer process for the NHC to provide and for staff to receive input on natural resources and biodiversity issues and decisions.
- NHC needs a more consistent seat at the table for participating in County work groups as advisers to the BOS, which is a designated role of the NHC.



## Boards and Commissions Annual Report - 2022

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

Pantops Community Advisory Committee

### **Meeting Frequency:**

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

Day(s)	Time	Location
2 <sup>ND</sup> Monday Monthly	6:15 pm	Zoom Platform

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

P=Present / A=Absent

Member							
	8/23/21	9/27/21	10/25/21	11/29/21	1/24/22	3/28/22	5/23/22
Dick Hiss	P	P	P	P	P	P	P
Ida Lee Wootten	P	P	P	P	P	P	P
Anne Oliver	N/A	P	A	P	P	A	P
Dick Ruffin	N/A	P	P	P	P	P	P
Michael Spatz	A	P	P	A	A	A	P
Louis Felzer	N/A	P	P	P	P	P	A
Anthony Arsali	P	P	P	P	A	A	A
Stephanie Lowenhaupt	P	P	P	P	P	P	P
Ron Brownfield	P	P	P	P	P	P	P
Brian Mason	P	P	P	P	P	P	P
Larry Brown	P	N/A	N/A	N/A	N/A	N/A	N/A
Bea LaPisto Kirtley (BOS)	P	A	P	P	P	P	P

### **Summary:**

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

During the 2021-2022 year the following activities occurred:

<b>Meeting Date</b>	<b>Development Review Community Meeting</b>	<b>Other Topics</b>
8/23/2021		Development projects update; Virginia ARP Supplemental Funds information
9/27/2021 Joint CAC Meeting		Albemarle County Equity Profile Overview
10/21/2021		Albemarle County Transit Expansion Study – community meeting
10/25/2021		Rivanna River Bike Ped Crossing; development project updates
11/29/2021		ZMA2020-13 Overlook Hotel Project Update
1/24/2022		Rivanna River Pedestrian Bridge Update; development projects update
3/28/2022		Transportation planning overview
5/23/2022		Climate Action in Albemarle County



# Boards and Commissions Annual Report - 2022

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

Piedmont Family YMCA

**Meeting Frequency:**

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

Day(s)	Time	Location
4 <sup>th</sup> Friday of odd months	7:30am	Brooks Family YMCA

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

P=Present / A=Absent

Members	Meeting Dates					
	7/23/21	9/24/21	11/19/21	1/28/22	3/25/22	5/27/22
Bob Bremer	P	P	P	P	P	P
Christi Sheffield	A	P	A	A	n/a	n/a
Judith DiVita	n/a	n/a	n/a	n/a	n/a	P

**Summary:**

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

Completed 2022-2024 strategic plan to include (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; and (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 at capacity with 75 children; 82% receive a scholarship/subsidy
- Successful YMCA Summer Camps for over 400 area children
- Started YMCA Power Scholars Academies as full-day summer school and enrichment for at-risk children (free program)
- Started YMCA After School programs in seven (7) new sites serving 352 area children
- Started YMCA Teen programs for youth ages 13-18

2. Healthy Living

- Rebuilt Brooks Family YMCA membership and programs impacted by COVID-19
- Relaunch of community integrated health equity programs, including chronic disease prevention programs:
  - i. YMCA Diabetes Prevention
  - ii. LIVESTRONG at the YMCA for cancer survivors
  - iii. YMCA Enhance Fitness for balance and mobility
- Family recreation and youth sports
- Learn-to-swim programs for at-risk youth
- Cavalier Aquatics (YMCA Swim Team) is #1 in the Country

3. Social Responsibility

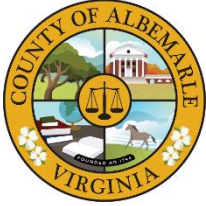
- Emergency child care during COVID-19
- Kindness Café at the Y, employing adults with cognitive disabilities
- Implement DEI plan to include Inclusive Excellence framework in partnership with United Way

4. Financial Sustainability

- Secured PPP Round 2
- Secured ARPA funding through Child Care Stabilization grant
- Provided over \$1M in financial assistance and scholarships to area families

Ongoing challenges relate to the continued impact of COVID-19 and staffing vacancies.





## Boards and Commissions Annual Report - 2022

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

Piedmont Virginia Community College

### **Meeting Frequency:**

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

Day(s)	Time	Location
2021-2022 Sessions. The first Wednesday of every other month	4 – 5:30 p.m.	PVCC Main Campus W.A. Pace Board Room 501 College Dr. Charlottesville, VA 22902

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

P=Present / A=Absent

Members	Meeting Dates								
	9/1/21	11/3/21	1/12/22	3/2/22	4/4/22 & 4/6/22 Special Called Meeting	4/11/22 & 4/13/22 Special Called Meeting	4/19/22 Special Called Meeting	5/4/22	6/23/22 Special Called Meeting
R. Madison Cummings, Jr.	A	P	P	P	P	P	P	P	P
Dr. Charles Dassance	P	P	P	P	P	P	P	P	P
Ms. Alfreda Morris	P	P	P	P	P	P	P	P	P
Ms. P.J. Rooney	P	P	P	P	P	P	P	P	P

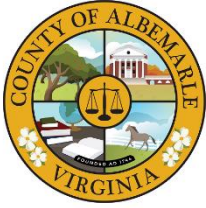
### **Summary:**

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

The College Board played a pivotal role in the hiring of a new president for PVCC. The special called meetings in April 2022 provided the Board members an opportunity to interview four candidates for the position. The Board members reviewed surveys from internal and external constituents and provided a recommendation to the VCCS Chancellor. The board is also responsible for providing the chancellor with an annual review of the president.

The PVCC College Board approved the college's Emergency Plan, which requires board approval every four years. They also approved the 2022-2023 local budget, external curriculum advisory committee members, multi-year parking plan, and easements for the new building. The College Board approves various curriculum additions and changes throughout the year.

PVCC's College Board plays a vital role in our institution and our community.



## Boards and Commissions Annual Report - 2022

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

Places 29 Hydraulic Community Advisory Committee

### Meeting Frequency:

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

Day(s)	Time	Location
3 <sup>RD</sup> Monday Monthly	5:30 pm	Zoom Platform

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

P=Present / A=Absent

Members	Meeting Dates								
	8/16/21	10/18/21	11/15/21	2/21/22	3/21/22	4/18/22	5/16/22	6/13/22	8/15/22
Rosemary Miller	A	P	A	P	P	P	P	P	A
Cynthia Neff	P	P	P	P	P	P	P	P	P
Yolanda Speed	A	P	P	P	P	P	P	A	P
Christopher Rembold	P	P	P	P	A	A	P	P	P
Kim Swanson	P	P	P	A	P	P	P	P	P
James Clemenko	A	P	P	P	P	P	A	P	P
John Lewis	A	P	P	P	P	P	A	A	P
Jody Saunders	NA	NA	NA	NA	NA	P	P	P	A
William Love Jr	P	P	P	P	P	P	A	P	P
Jane Foy	A	A	A	A	P	A	A	A	P

Vito Cetta	P	P	P	P	A	A	P	P	P
Kate Acuff	NA	NA	NA	NA	P	P	A	P	A
Jane Fogleman	A	P	P	P	A	A	P	A	A
Jacquelin Salazar	A	P	A	A	A	A	P	A	A
John Neal	P	P	P	P	P	A	P	P	P
Diantha McKeel	P	P	P	P	P	P	P	P	P

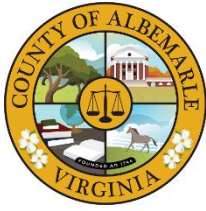
**Summary:**

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

During the 2021-2022 year the following activities occurred:

<b>Meeting Date</b>	<b>Development Review Community Meeting</b>	<b>Other Topics</b>
8/16/2021		COVID update; development projects update; Stonefield update
9/27/2021 Joint CAC Meeting		Albemarle County Equity Profile Overview
10/18/2021	ZMA202100011 The Heritage on Rio community meeting	Charlotte Humphris Park update
10/21/2021		Albemarle County Transit Expansion Study community meeting
11/15/2021	ZMA202100008 Old Ivy Residences community meeting	Stonefield update
2/21/2022	SP2021-00018 Greenbrier Vet Use Expansion community meeting	Stonefield update
3/21/2022		Transportation planning overview; Albemarle High School redesign project update
4/18/2022		Discussion of CAC agenda topics for 2022; Stonefield update
5/16/2022		Climate Action in Albemarle County; budget overview

6/13/2022		International Rescue Committee (RIC) Information; Affordable Housing in Albemarle County
8/15/2022		Parks and Green Systems in Albemarle County; Charlotte Yancey Humphris Park Brief History & Update; Discussion regarding possible request for sidewalk connection



## Boards and Commissions Annual Report - 2022

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

Places 29 North Community Advisory Committee

### **Meeting Frequency:**

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

Day(s)	Time	Location
2 <sup>ND</sup> Thursday Monthly	6:30 pm	Zoom Platform

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

P=Present / A=Absent

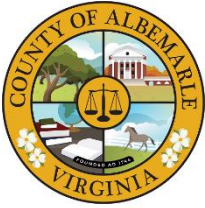
Members	Meeting Dates						
	8/12/21	10/14/21	1/13/22	2/10/22	3/10/22	4/14/22	5/12/22
Karen Gavrilovic	P	A	A	A	A	A	A
Deborah van Eersel	N/A	N/A	N/A	N/A	P	P	A
Brentney Kozuch	N/A	N/A	N/A	N/A	P	P	P
Tony Pagnucco	P	P	P	P	P	A	P
Virginia Newton	P	P	P	P	P	P	A
David Mitchell	N/A	N/A	N/A	P	P	A	P
Bill McLaughlin	P	P	P	P	P	P	P
Janelle Cockrell	P	A	A	A	A	A	A
James Dean	P	P	P	P	P	P	P
Sue Friedman	P	P	P	P	A	P	P
Seth Kennard	N/A	N/A	N/A	N/A	P	P	P
Stephen Cameron	A	A	A	A	A	A	A
Shareef Tuhboub	NA	NA	NA	NA	NA	P	P
Bea LaPisto-Kirtley (BOS)	A	P	A	P	P	P	A

**Summary:**

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

During the 2021-2022 year the following activities occurred:

<b>Meeting Date</b>	<b>Development Review Community Meeting</b>	<b>Other Topics</b>
8/12/2021		Albemarle County Transit Expansion Study; Route 29 North Corridor Study; Rio29 Form-Based Code Overview & Updates; Communications and Outreach Discussion
9/27/2021 Joint CAC Meeting		Albemarle County Equity Profile Overview
10/14/2021		Brookhill development update; Albemarle County Public Schools Subdivision Yield Analysis Discussion & Questions; Transit Expansion Study Discussion; Comprehensive Plan Update Phasing Plan; Urban Density Residential Future Land Use Category Discussion
10/21/2021		Albemarle Transit Expansion Study – community meeting (Invited/attended)
1/13/2022		Middle Density Residential discussion; debrief from November Community Read event; CAC outreach ideas
2/10/2022	ZMA202100016 North Fork community meeting	
3/10/2022		Transportation planning overview
4/14/2022	SP2022-00005, Community Christian Academy at RiverStone Church community meeting	ZMA2021-016 North Fork Follow-up Discussion
5/12/2022		Climate Action in Albemarle County



## Boards and Commissions Annual Report - 2022

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

Places 29 Rio Community Advisory Committee

### **Meeting Frequency:**

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

Day(s)	Time	Location
4 <sup>th</sup> Thursday Monthly	6:00 pm	Zoom Platform

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

P=Present / A=Absent

Members	Meeting Dates										
	7/22/21	8/26/21	9/23/21	10/28/21	12/16/21	1/27/22	2/24/22	3/24/22	4/28/22	5/26/22	8/25/22
Audrey Kocher	P	P	P	P	P	P	P	P	P	P	P
Judy Schlusel	P	P	P	P	P	P	P	P	P	A	A
Lee Kondor	P	P	P	P	P	P	P	P	P	P	P
Marty Davis	P	P	P	P	A	P	P	P	A	P	P
Brian MacMillan	A	P	P	P	P	P	A	P	P	A	A
Nicole Scro	P	P	A	A	A	P	P	A	P	A	P
Tom Paoletti	P	P	P	P	P	P	P	A	P	P	P
Rick Seaman	P	P	P	P	P	A	P	P	P	P	P
Nancy Hunt	P	A	A	A	P	P	P	A	P	P	P
Marty Meth	P	P	P	P	A	P	P	P	P	P	P
Todd Cone	P	P	P	P	P	P	P	P	P	P	P
Peter Thompson	P	P	P	A	P	P	P	P	P	P	P



Ned Galloway (BOS)	P	P	P	P	P	P	P	P	P	P	P
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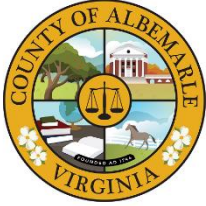
**Summary:**

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

During the 2021-2022 year the following activities occurred:

Meeting Date	Development Review Community Meeting	Other Topics
8/26/2021	SP202100012, Education Transformation Meeting Center community meeting	Rio Corridor Study - Introduction of Draft Concepts and How to Review; VDOT review process for development proposals, overview
9/23/2021		Rio Corridor Plan Community Meeting and CAC post-meeting discussion
9/27/2021 Joint CAC Meeting		Albemarle County Equity Profile Overview
10/21/2021		Albemarle Transit Expansion Study – community meeting
10/28/2021		Small Area Plan, Form Based Code Update; SDP202100045, Rio Commons Site Plan Update; Rio Road Corridor Study Update
12/16/2021		Rio Corridor Study Phase II: Introductory Discussion and User Experience Feedback
1/27/2022		Rio Road Corridor Plan Update; Various Development Project Updates
2/24/2022		Rio Road Corridor Plan; Overview of Entrance Corridor (EC) and Architectural Review Board (ARB)
3/24/2022		Rio Road Corridor Plan, Review of Concepts for Phase 2; upcoming CAC topics/scheule; discussion of ARB and Entrance Corridors

4/11/2022		Coffee and Conversation Rio Corridor Plan @ The Center (Invited/attended)
4/28/2022	SP2022-0009, Virginia Institute of Autism (VIA) Expansion community meeting	Transportation planning overview
5/26/2022		Climate Action in Albemarle County
8/25/2022	SP202200012, City Church Multi-Use Space Addition – community meeting	Overview of the Future Public Safety Operations Facility at Fashion Square Mall



## Boards and Commissions Annual Report - 2022

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

Planning Commission

**Meeting Frequency:**

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

Day(s)	Time	Location
Tuesday	4:00 pm / 6:00 pm	Zoom Platform

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

P=Present / A=Absent

Members	Meeting Dates									
	7/6/21	7/13/21	7/20/21	8/3/21	8/24/221	9/14/21	9/28/21	10/5/21	10/19/21	11/9/21
Tim Keller	P	P	P	P	P	P	P	P	P	P
Julian Bivins	P	P	P	P	P	P	P	P	P	P
Jennie More	P	P	A	P	P	P	A	P	P	P
Karen Firehock	A	P	P	A	P	P	P	P	P	P
Rick Randolph	P	P	P	P	P	P	P	P	P	P
Corey Clayborne	P	P	P	P	P	P	P	P	P	P
Daniel Bailey	P	P	P	P	P	P	P	P	P	P
Luis Carrazana	A	P	A	P	P	P	A	P	A	P

Members	Meeting Dates (continued)								
	11/16/21	12/7/21	12/14/21	1/11/22	1/18/22	2/1/22	2/15/22	3/1/22	3/15/22
Tim Keller	P	P	P	N/A	N/A	N/A	N/A	N/A	N/A
Julian Bivins	P	P	P	P	P	P	P	P	P
Jennie More	P	P	A	A	A	P	P	P	P

Karen Firehock	A	P	P	P	P	P	P	P	P
Rick Randolph	P	P	P	N/A	N/A	N/A	N/A	N/A	N/A
Corey Clayborne	P	A	P	P	P	P	P	P	P
Daniel Bailey	P	P	P	P	P	A	P	A	P
Luis Carrazana	P	P	A	P	P	P	P	P	P
Fred Missel	N/A	N/A	N/A	P	P	P	P	P	P

Members	Meeting Dates (continued)					
	4/12/22	4/26/22	5/10/22	5/24/22	6/14/22	6/28/22
Tim Keller	N/A	N/A	N/A	N/A	N/A	N/A
Julian Bivins	P	P	A	P	P	P
Jennie More	N/A	N/A	N/A	N/A	N/A	N/A
Karen Firehock	P	P	A	P	P	P
Rick Randolph	N/A	N/A	N/A	N/A	N/A	N/A
Corey Clayborne	P	P	P	A/P	P	P
Daniel Bailey	P	P	P	P	A	P
Luis Carrazana	A			A		
Fred Missel	P	P	P	P	A	P
Lonnie Murray	N/A	N/A	N/A	N/A	N/A	P

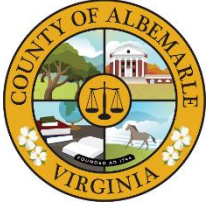
**Summary:**

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

During the 2021-2022 year the following activities occurred:

- We held 24 Zoom Virtual Meetings
- Election of Officers in January 2022
- Two members retired;
- One member resigned;
- UVA representative moved up to At-Large commissioner;
- Twenty-four meeting minutes were approved;
- Eight AFD's were approved;
- One CCP was approved;
- One CPA were approved
- Two SE's was approved
- One SE was denied;
- Seventeen SP's were approved;

- One SP was deferred;
- One SP was denied;
- One STA was approved;
- Three SUB's were approved;
- Six ZMA's were approved;
- Four ZMA's were deferred;
- Three ZTA's were approved
- Six Presentations
- Four Work Sessions
- The PC decided to meet twice a month on the second and fourth Tuesday, having a Work Session would be held at 4 pm on the fourth Thursday of each month



## Boards and Commissions Annual Report - 2022

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

Police Citizens Advisory Committee

### **Meeting Frequency:**

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

Day(s)	Time	Location
2 <sup>nd</sup> Tuesdays Every Other Month	09:00	Zoom And 5 <sup>th</sup> Street Rm C

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

P=Present / A=Absent

Members	Meeting Dates					
	2/8/22	3/8/22	4/12/22	4/26/22	5/10/22	7/12/22
Hewitt, Richard	CANCELED	CANCELED	CANCELED	CANCELED	P	P
Dane, Maureen					P	P
Cruz, Tanishka					P	P
Springett, John					P	P
Williams, Brian					P	P
Lapisto-Kirtley, Bea					P	P

### **Summary:**

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

- September 13<sup>th</sup> the Community advisory Committee will transition back into in person at the 5<sup>th</sup> Location room C.
- Discussion of Implementation-Body cameras are 100%: Driven by the community and officers' audits, Strong Policy Initiative was launched
- Discussion: With the increase of Afghan Refugees in the community.
  - The U-Visa (United States nonimmigrant visa) is for victims of crimes who have suffered substantial mental or physical abuse while in the US. They must be willing to assist law enforcement and government officials in the investigation or prosecution of the criminal activity. If under the age of 16

or unable to provide information due to a disability, a parent, guardian, or friend may assist law enforcement on victim's behalf.

- Completion of the U-Visa is at the discretion of the Chief of Police.

- Our department is working with the IRC (International Refugee Committee), Sin Barreras and the Church of Incarnation. Which distributes literature in multiple languages

- Albemarle County officers have taken it upon themselves to reach out to local immigrants /ambassadors to keep an open line of communication and understanding of our laws and community.

- Discussion and implantation-Albemarle County Police Department running understaffed in our sworn and civilian positions.

- Less interest in individuals perusing a police career has become an issue for all Virginia agencies

- We have endured a loss in staff due to retirements, federal and local agency competitive pay scale.

- Albemarle County Police Department Command Staff, Albemarle County Board of Supervisors, and Human Resources worked closely together to set a new sworn officer salary.

- Recruitment status has been removed which increased the starting salary

- A 4% pay increase approved for all employees and additional 2% for sworn

- Current budget funds due to low staffing numbers brought sworn officers to a 7.9% increase total in salary

- Officer starting salary is now set at \$50,000.00 as of July

- Recruitment bonuses approved by Human Resources

- Human Resources investigated and confirmed, the pay scale is in place to prevent compression with the pay scale increase

- Discussion- Dr. Jesse Turner of Student Services with Albemarle County Public Schools gave an overview on the new Public School Safety Program.

- Program focuses on physical and mental safety of our students

- Increase in mental health issues in children due to stress and decrease in school attendance

- Safety Coaches backgrounds- psychology, sociology, worked in group homes, work with challenging children, previous teachers, or therapists.

- Anonymous Alerts: individuals can send information, ideas, or voice to be heard

- Discussion-Intersection between Public Policing and Mental Health

- Richard Hewitt will be hosting a Mental Health Campaign.

- Augusta 2-4 in New Orleans, Athens Georgia, Charlotte, and Thomasville North Carolina

- Local 988 System (Suicide and Crisis Lifeline) went live July 13<sup>th</sup>

- Albemarle County Police Department partnered with Albemarle DSS, Region 10, Fire and Rescue

- ECC protocol will be to relay any person in crisis to the 988 lines

- Decreases law enforcements role of possibly escalation the situation having to detain an individual while in crisis

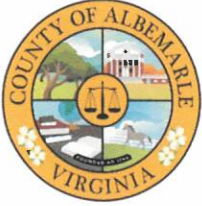
- Local facilities have a shortage of beds: Ann Mallek suggests the possibility she may know of other local facilities available.

- Discussion and Implementation- What Albemarle County Police Department has done the past year to make a difference in our diverse communities.

- Building trust within the community following the Six Pillars of 21<sup>st</sup> Century Policing

- Ongoing community events the police department are involved in:
  - National Night Out
  - Putt-Putt with Police
  - 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





## Boards and Commissions Annual Report - 2022

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

*Citizens' Advisory Group - Public Defender Office*

**Meeting Frequency:**

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

Day(s)	Time	Location

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

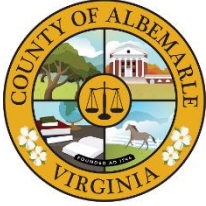
P=Present / A=Absent

Member	Meeting Dates											

**Summary:**

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

*We have not had any meeting this past year due to COVID. We will reevaluate our mission going forward.  
Elizabeth Murphy*



## Boards and Commissions Annual Report - 2022

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

Region Ten Community Service Board of Directors

**Meeting Frequency:**

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

Day(s)	Time	Location
2 <sup>nd</sup> Tues of Month	4 pm	500 Old Lynchburg Rd Charlottesville VA 22903, Room 500-B

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

P=Present / A=Absent

Members	Meeting Dates									
	7/12/21	9/13/21	11/8/21	12/13/21	1/11/22	2/8/22	3/8/22	4/12/22	5/10/22	6/14/21
Barbara Barrett	P	P	A	P	P	P	P	P	P	P
Barry Blumenthal	P	P	P	P	P	P	P	P	P	P
Joshua Cherrix	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P	P
Joseph Mason	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P	P

**Summary:**

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

Approval of FY21 Audit, Updates to Payee and Self Pay Policies, represented Region V at VACSB Board Meeting, approved 2022 Holiday schedule including addition of Veterans Day holiday for staff, approval of Salary Scale adjustment to make Region Ten a Living Wage employer, updated Board Bylaws, approval of FY23 Budget include COLA increases for staff, Executive Director contract review and renewal.



## Boards and Commissions Annual Report - 2022

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

Regional Housing Partnership

**Meeting Frequency:**

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

Day(s)	Time	Location
4 <sup>th</sup> Wednesday of Each Month	2:00-3:30	Zoom/Water Street Center – 407 East Water Street, Charlottesville, VA 22902

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

P=Present / A=Absent

Member	Meeting Dates											
	09/22/21	12/8/21	03/23/22	06/22/22								
Ned Gallaway	P	P	P	A								
Diantha McKeel	P	P	P	P								

**Summary:**

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

The Central Virginia Regional Housing Partnership put on four virtual speaker series events; a Regional Housing Roundtable in October, an event focusing on Rural Housing in November, an event focusing on missing middle housing in January, and an event focused on faith-based organizations and affordable housing. Together, these events had around 200 registrants and almost 150 participants. Then-Chair of the RHP, Keith Smith, and then Vice-Chair, Ned Gallaway, presented in a session at the Virginia Governor's Housing Conference in Norfolk in November. The event was well-received and other regions were interested in constructing something similar in the respective planning districts or service areas. Finally, the RHP was awarded a grant from Virginia Housing to pursue a new strategic plan. Work was done by staff to coordinate with the consultants, the Spark Mill, on how best to engage the partnership. A planning session was done with the steering committee (RHP's executive committee), staff, and consultants in November. In January, a work session/retreat was held and facilitated by the Spark Mill, the consultants conducting the strategic planning process, and the CVRHP's Executive Committee. This meeting allowed members to discuss the findings and results of the Spark Mill's focus group and interviews with the region's affordable housing stakeholders. This same body reconvened in February to review the Spark Mill's preliminary findings report, which synthesized the information collected in interviews as well as the Executive Committee's input in the January retreat. A full strategic planning workshop was conducted in March with the full CVRHP at UVA's North Fork Campus in Albemarle. This session presented the direction of the strategic plan and presented similar strategic planning activities to the full partnership as was presented to the Executive Committee. A meeting was held in April for the Executive Committee to review the draft plan before it went for formal adoption at the June full partnership meeting. A new chair, Ned Gallaway, was recommended to the full partnership, as well as a new Vice-Chair, Keith Smith. The Executive Committee also approved funding requests that were distributed to nonprofit & for-profit partners, as well as the University of Virginia. These recommendations were all approved at the June full partnership meeting. The partnership also welcomed multiple new members, who are filling voting member seats that were vacated by others after formal appointment by the commission. Then-Chair Keith Smith presented about the Regional Housing Partnership at the HousingX Conference in Newport News in May, which staff attended to network with other organizations that contain housing programming. Staff also continues to prepare for an in-person event in December. A \$15,000 grant was awarded by Virginia Housing to sponsor the event in May.



## Boards and Commissions Annual Report - 2022

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

Regional Transit Partnership

**Meeting Frequency:**

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

Day(s)	Time	Location
Monthly, 4 <sup>th</sup> Thursday	4:00 pm	Water Street Center, 407 East Water Street, Charlottesville, VA

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

P=Present / A=Absent

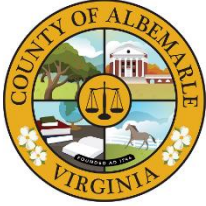
Member	Meeting Dates									
	7/22/21	8/26/21	9/23/21	12/2/21	1/27/22	2/24/22	3/24/22	4/28/22	5/26/22	6/23/22
McKeel	P	P	P	P	P	P	P	P	P	P
LaPisto-Kirtley	P	P	P	P	P	P	P	P	P	P
Snook	P	P	P	P	P	P	P	P	P	A
Walker	P	P	A	P						
Sherman	P	A	P	P	P	P	P	A	A	P
Morgan	P	P	P	P	P	P	A	P	P	P
Ames	A	A	P	P	P	P	P	P	P	P
White	P	P	P	P	P	P	P	A	P	P
Pinkston					P	P	P	P	P	P

**Summary:**

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

- Completed a DRPT funded Albemarle County Transit Expansion study resulting in a successful application for a demonstration grant for micro transit
- Managed a DRPT/Albemarle County/City of Charlottesville funded Regional Transit Vision Plan study

- Supported the application of and were awarded a DRPT grant to complete a regional transit governance study with local match support from Albemarle County and the City of Charlottesville
- Continued to host a forum for transit operators to share information and updates related to studies, data collection, and operations



## Boards and Commissions Annual Report - 2022

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

Rivanna River Basin Commission

### **Meeting Frequency:**

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

Day(s)	Time	Location
September 14, 2021	11-12:30	Virtual
September 24 <sup>th</sup> , 2021	1-2:30	virtual
May 6 <sup>th</sup> 2022	2-3	virtual

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

P=Present / A=Absent

Members	Meeting Dates		
	9/14	9/24	5/6
Bea LaPisto- Kirtley	P	P	P
Ann Mallek	P	P	P

### **Summary:**

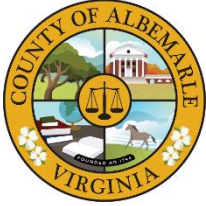
Provide a summary of the of the past years key activities that support the mission to include milestones, accomplishments, and challenges.

### **Rivanna River Basin Commission FY2022 Activities:**

- Developed Rivanna River Basin Commission 5 Year Strategic Work Program
- Researched and compiled information on the various Rivanna River Stewards and their role in the community (for example: RCA, RSEP, TJSWCD, etc)
- Surveyed local River Stewards to gain their insight into the most important aspects/issues of the Rivanna and its basin today
- Benchmarked local comprehensive plans and plans referencing the Rivanna to inform work plan
- Benchmarked state plans and other river planning efforts to determine best practices for the RRBC
- Shared information on funding opportunities, BMP's, local events, water management and planning through the RRBC website and facebook page
- Appointed new citizen members to the board for Albemarle and Greene Counties
- Created an onboarding packet for new RRBC members
- Maintained the RRBC website with up to date information on meetings, meeting minutes, agendas, and recordings

- Shared information on environmental justice, environmental policy changes, and tools for addressing environmental issues in disadvantaged communities
- Worked in partnership with the Rivanna Stormwater Education Partnership to engage in public outreach related to water quality and stormwater management





# Boards and Commissions Annual Report - 2022

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

Rivanna River Corridor Steering Committee (body formed by the TJPDC with City and County representation)

**Meeting Frequency:**

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

Day(s)	Time	Location
Quarterly or as needed	variable	N/A, Zoom

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

P=Present / A=Absent

Member	Meeting Dates												

**Summary:**

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

The work of the Steering Committee is complete; project completed



# Boards and Commissions Annual Report - 2022

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

Rivanna Solid Waste Authority

**Meeting Frequency:**

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

Day(s)	Time	Location
4 <sup>th</sup> Tuesday Jan, Mar, May, July, Sept, Nov	2:00PM	Virtual meetings via Zoom

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

P=Present / A=Absent

Members	Meeting Dates											
	7/27/21	8/24/21	9/28/21	10/26/21	11/16/21	12/14/21	1/25/22	2/22/22	3/33/22	4/26/22	5/24/22	6/28/22
Dr. Liz Palmer	A	P	P	P	P	P	-NA	-NA	-NA	-NA	-NA	-NA
Jim Andrews	-NA	-NA	-NA	-NA	-NA	-NA	P	P	P	P	P	P
Lance Stewart	A	P	P	P	P	P	P	P	P	A	P	P
Jeff Richardson	P	P	P	P	P	P	P	P	P	P	P	A
Mike Gaffney	P	P	P	P	P	P	P	P	P	P	P	P

**Summary:**

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

- Reviewed and approved the FY 23 Operating Budget (\$6.8 M)
- Reviewed, held a public hearing, and adopted the Rate Schedule for FY 23
- Reviewed the Comprehensive Annual Financial Report for FY 21

- Completed a Performance Evaluation of the Executive Director
- Received updates and provided guidance or approval on programs including:
  - o IMUC Buffer Management
  - o IMUC Large Clean Fill Project Program
  - o Paper Sort Facility
  - o Recycling Program Review
  - o Southern Albemarle Convenience Center
  - o Classification and Compensation Study
  - o Construction Contracts and Change Orders
  - o Cyber Security
  - o Employee Handbook
  - o Personnel Manual
  - o Professional Service Contracts
  - o Review of RSWA History and Organizational Agreements
  - o Rivanna's Response to COVID-19
  - o Safety Program
  - o Strategic Plan



# Boards and Commissions Annual Report - 2022

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

Rivanna Water and Sewer Authority

**Meeting Frequency:**

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

Day(s)	Time	Location
4 <sup>th</sup> Tuesday Monthly	2:15PM	Virtual meetings via Zoom

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

P=Present / A=Absent

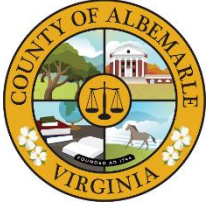
Members	Meeting Dates											
	7/27/21	8/24/21	9/28/21	10/26/21	11/16/21	12/14/21	1/25/22	2/22/22	3/33/22	4/26/22	5/24/22	6/28/22
Dr. Liz Palmer	A	P	P	P	P	P	-NA	-NA	-NA	-NA	-NA	-NA
Ann Mallek	-NA	-NA	-NA	-NA	-NA	-NA	P	P	P	P	P	P
Gary O'Connell	P	P	P	P	P	P	P	P	P	A	P	P
Jeff Richardson	P	P	P	P	P	P	P	P	P	P	P	A
Mike Gaffney	P	P	P	P	P	P	P	P	P	P	P	P

**Summary:**

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

- Reviewed and approved the FY 23 – 27 Capital Improvements Budget (\$205 M)
- Reviewed, held a public hearing, and approved the Proposed Water and Wastewater Rates and FY 23 Operating Budget (\$41 M)
- Reviewed the Comprehensive Annual Financial Report for FY 21

- Completed a Performance Evaluation of the Executive Director
- Approved the Concurrent Resolution of the City Council of the City of Charlottesville, Virginia and the Board of Supervisors of the County of Albemarle, Virginia to Extend the Existence of the Rivanna Water and Sewer Authority
- Approved the Northern Area Drinking Water Projects Agreement
- Received updates and provided guidance or approval on programs including:
  - Beaver Creek Reservoir Raw Water Pump Station Alternatives
  - Buck Mountain Property Management
  - Capital Projects
  - Central Water Line Project and Drone Video
  - Classification and Compensation Study
  - Construction Contracts and Change Orders
  - Cyber Security
  - Dam Safety Program Review
  - Employee Handbook
  - Financial Policies
  - Industrial Waste Pre-Treatment Program
  - Northern Urban Area Utilities Update
  - Personnel Manual
  - Professional Service Contracts
  - Review of RWSA Organizational Agreements
  - Rivanna's Response to COVID-19
  - Safety Program
  - Strategic Plan
  - Urban Finished Water Master Plan
  - Wastewater Allocations
  - Water & Wastewater Funding from the "American Rescue Plan Act"
  - Water and Wastewater Treatment Facilities and Processes



## Boards and Commissions Annual Report - 2022

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

Route 250 Task Force

**Meeting Frequency:**

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

Day(s)	Time	Location
As Needed	N/A	County Office Building - McIntire

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

P=Present / A=Absent

Member	Meeting Dates											
Bonnie Samuel												
Peter V. Daniel												
James R. Sofka												
Vacant												
Vacant												
Vacant												
Vacant												

**Summary:**

Provide a summary of the of the past years key activities that support the mission to 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 Notch'd Trail Planning Study which may coincide with the US 250 West Corridor for a portion of its length. The rural nature of the Corridor make it unlikely that this Task Force will need to meet with any regularity because there are not a significant amount of transportation projects proposed on the Corridor that are highly prioritized.







## Boards and Commissions Annual Report - 2022

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

Solid Waste Alternatives Advisory Committee

**Meeting Frequency:**

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

Day(s)	Time	Location
2nd Thursday of the month	4-5:30 pm	Virtual

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

P=Present / A=Absent

Member	Meeting Dates											
	7/8	8/12	9/9	10/14	11/11	12/9	1/13	2/10	3/10	4/14	5/12	6/9
Christine Putnam	P	P	P	P	P	A	P	P	P	P	P	P
Peggy Gilges	P	A	P	P	P	P	P	P	P	A	P	P
Anne Johnson	P	P	P	P	A	P	P	P	P	P	P	P
Jesse Warren	P	P	P	P	P	P	P	P	P	P	P	P
Margaret Eldridge	P	P	P	P	P	P	A	P	P	A	P	P
Teri Kent	P	P	P	A	P	P	P	P	P	P	P	P
Monty Harris	P	P	P	P	P	P	P	P	P	P	P	P
Navarre Bartz	P	P	P	P	P	P	P	P	P	P	P	P
Sage Bradburn*					A	P	P	P	P	P	P	A
Victoria Walsh*					P	P	P	A	P	P	A	P
Betsey Soulsby*							P	P	P	P	P	P

\*New members this year

Board of Supervisor	Meeting Dates											
	7/8	8/12	9/9	10/14	11/11	12/9	1/13	2/10	3/10	4/14	5/12	6/9
Donna Price	P	P	P	P	P	P	P	A	P	P	P	A
Liz Palmer	P	P	A	P	P	P						
Jim Andrews							P	P	P	P	P	P

**Summary:**

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

**Education and Outreach:**

- Updated and redesigned the Albemarle Co. quick reference guide on reuse, recycling and safe HHW disposal
- Anti-litter radio PSAs were prepared and sent to community radio stations
- Created an updated recycling blog for the Community Climate Collaborative which outlined recycling options in Albemarle County and best practices for recycling and composting
- Updated Recycling FAQs for County website
- Prepared a recycling tip that the County could use as a PSA on plastic bags as a contaminant in recycling.
- Updated the quick recycling guide on Lithium-ion battery recycling and local pharmacy take-back programs
- Created a contact list of the County’s HOAs for future outreach about recycling best practices and drafted an outreach letter to HOA representatives.
- Members gave a presentation to the local chapter of the Sierra Club on recycling best practices.
- Created content about waste reduction and recycling for the County’s Environmental Stewardship Hub
- Wrote information about how to report litter and illegal dumping to be posted on the RSWA or County website
- Members continue to participate in the Recycling Ambassadors Program at the McIntire Recycling Center (MRC) contributing 197 volunteer hours from 7/2021-6/2022. The purpose of this program is to help promote sound recycling practices and to reassure the public that the material collected at MRC is being diverted from the landfill and being used to create a new product.

**Planning and Vision:**

- Followed the Virginia Dept. of Taxation guidelines for the plastic bag tax and proposed state measures relating to waste and recycling
- Researched incentives for deconstruction to increase recycling and reuse of C&D waste

**Operations**

- Glass recycling-
  - Members met with Owens Illinois (OI) about glass recycling.
  - Engaged Nelson County as a partner in glass recycling-Worked with Scott DeFife from the Glass Packaging Institute to provide a grant for Nelson Co. roll off containers for glass
  -
- Composting in the schools:
  - Members talked with Lindsay Snoddy about back of house composting, and prepared signs for staff in schools about how to compost and why it is important
  - Worked with the Community Climate Collaborative to promote composting in the private schools
  - Met with John Coles to discuss ways to improve recycling and expand composting in schools
- Worked with TJPDC to review and help with tables and graphics for the Solid Waste Planning update
- Created a list of local haulers with contact information and information about where they take waste and recycling.

#### Litter Events:

- Members participated in the “Love Albemarle” litter awareness campaign being developed by a cross-department group that includes community development, environmental facilities, parks, and rec, schools, communications, and equity and inclusion offices. The pilot program included events during the fall which took place in different quadrants of the County and had a different litter focus (roadways, furniture, and appliances, trails, waterways, and stormwater).
- Members helped to plan and participated in the spring litter events at five Albemarle Co. Public Schools

#### Guest Speakers:

- Lindsay Snoddy, Deputy Director, Building Management, Albemarle Co. Schools
- UVA's Sustainability Director, Andrea Trimble - Executive Order 77 implementation on the UVA campus
- Chuck Riegler, Senior Vice-President of Government Affairs and Deposit Refund Systems (DRS) Compliance for TOMRA Systems ASA
- Jay Zook of GFL Environmental, and colleagues William Dalrymple and John Childress.
- John Coles, Environmental Project Coordinator ACPS- Building Services
- SWAAC member, Victoria Walsh presented on Cradle to Cradle certification
- Anne Johnson is one of four citizens on the Governor's Plastic Waste Prevention Advisory Council, created to facilitate the Governor's Executive Order 77, and served as Chair. Anne provides regular updates to the SWAAC on the progress made by the council.

#### Field Trips:

- Members visited the Trex facility in Winchester to learn more about plastic film recycling.

#### Feedback to the BOS:

- Helped to draft Plastic Bag Fee FAQs for the BOS.
- Wrote a letter to the BOS in support of the Plastic Bag Tax
- Provided research on the solid waste impact of artificial turf in a letter to the BOS

#### Feedback to the staff:

- Members attended the Southern Convenience Center Public meeting and provided feedback
- Suggestions were made about leaf collection in the urban ring
- Paper Sort facility-siting of new facility and upgrades to equipment
- Hauler requirements- in preparation for amendments to the Chapter 13 Code to establish requirements for waste haulers operating in the County.
  - Reviewed the GBB study
  - Researched and reviewed hauler requirements in Loudoun and Arlington County
- Expressed concerns about the disposal of artificial turf playing fields at County highschoools in FY23 and 24
- Need for better metrics on MSW generation and recycling in Albemarle County

#### Planning and Goal Setting:

- Reviewed priorities from 2015 Long Range Plan and established new priorities

#### Challenges:

- Confusion and mixed messaging about meeting requirements has hampered working groups
- Quantifying successes
- Concerns about member participation for future 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.



## Boards and Commissions Annual Report - 2022

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

Thomas Jefferson EMS Council Board of Directors

**Meeting Frequency:**

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

Day(s)	Time	Location
2 <sup>nd</sup> Wed/odd months	19:00	Thomas Jefferson EMS Council offices/virtual as needed

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

P=Present / A=Absent

Members	Meeting Dates						
	14Jul	8Sep	13Oct	10Nov	12Jan	9Mar	11May
Meade Whitaker	A- proxy	A- proxy	P	A- proxy	A	P	P

**Summary:**

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

New Executive Director and 3 Directors ratified to serve Thomas Jefferson EMS Council. Continued efforts with existing programs, for example review of Rescue Squad Assistance Fund regional proposals, patient care guidelines, continuing education, mental health and wellness, medication exchange, and regional planning and performance improvement for the Thomas Jefferson EMS Council region. Reviewing and approving new programs, for example infection control, TJEMS App, expanding and introducing new community partners, training focused on vulnerable populations, and mobile integrated health. Continued efforts to identify ways to enhance recruitment and retention of EMS providers in the region. Identifying ways to enhance fundraising efforts, to include re-engaging non-sponsoring municipalities, e.g. Albemarle County, City of Charlottesville, and engaging new sponsors, e.g. private sector businesses.



# Boards and Commissions Annual Report - 2022

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

Thomas Jefferson Planning District Commission

**Meeting Frequency:**

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

Day(s)	Time	Location
First Thursdays of the month except in July and January	7 – 9 p.m.	Water Street Center, 401 E. Water Street, Charlottesville, VA 22902

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

P=Present / A=Absent

Members	Meeting Dates										
	8/5/22	9/2/22	10/7/22	11/4/22	12/2/22	2/10/22	3/3/22	4/7/22	5/5/22	6/2/22	6/23/22
Ned Gallaway	x	x		x	x	x	x	x	x	x	x
Donna Price	x		x	x	x	x	x				
Jim Andrews									x	x	x

**Summary:**

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

LEGISLATIVE SERVICES: **2022 TJPDC Legislative Program** continues to focus on priorities and positions of prime importance to our local governments. The Legislative Liaison monitored the reconvened and specials sessions of the General Assembly. The **General Assembly Final Legislative Report** highlighting action taken on legislation at the 2022 session of the General Assembly was completed. Legislative services staff also attended various virtual meetings related to particular legislative and budget/finance discussions. The TJPDC also staffed the quarterly meetings of the Mayor & Chairs/CAOs.

REGIONAL SUPPORT: The TJPDC was awarded a \$79 million **Virginia Telecommunication Initiative (VATI) broadband grant** in mid-December. The grant will support a \$288 million project which endeavors to offer universal access to gigabit speed broadband service for 36,000 unserved homes and businesses in 13 counties in Central Virginia. Fiber construction will take approximately three years to complete and will include nearly 5,000 miles of fiber. The TJPDC is partnering with Firefly Fiber Broadband on the application and will be the grant administrator for the project.

The **Blue Ridge Cigarette Tax Board (BRCTB)** has been duly established to include the Counties of Albemarle, Augusta, Fluvanna, Greene, Madison and Orange, the City of Charlottesville and the Town of Madison. TJPDC staff continues to support the BRCTB with administering and processing reports and remittances from distributors for cigarette taxes in the eight jurisdictions that make up the Board's footprint. The BRCTB met in mid-April, and is moving to a quarterly meeting schedule from now on. Interviews for a cigarette tax compliance agent also were conducted during the quarter.

TJPDC was notified by the US Economic Development Administration of an Economic Adjustment Assistance grant award to develop a **regional Comprehensive Economic Development Strategy (CEDS)**. TJPDC staff will convene a regional strategy committee to steer the project with an expected completion of 18 months from contract ratification.

HOUSING: The TJPDC contracted with 3 sub-recipients for the **Virginia Housing PDC Housing Development Program**, to include Virginia Supportive Housing for the next phase of the Premier Circle project and Habitat for Humanity for the Southwood Development. The \$2M grant will provide gap funding for up to 160 units of affordable housing, with development occurring in each of the 6 localities in the Planning District. Development has begun on some of the funded projects and the first units have been completed.

The **Central Virginia Regional Housing Partnership (CVRHP)** held four (4) virtual speaker series events in November, December, February and March. The Chair and Vice Chair, Ned Gallaway, presented in session at the Virginia Governor's Housing Conference in Norfolk in November. The CVRHP continued its strategic planning process during the last quarter of the fiscal year. The Partnership approved a 5-year strategic plan that staff has begun implementing, to include the planning of an in-person affordable housing event to be held in the Winter of 22/23. Virginia Housing has awarded the CVRHP a \$15,000 grant to support the event.

**HOME Investment Partnerships-American Rescue Plan Program (HOME-ARP):** A consultant completed the required Gap and Needs Analysis by consulting with member governments and service providers on the greatest need to support the qualifying populations. Staff will prepare the required Annual Action Plan revision to the US Department of Housing and Urban Development. The **HOME Investment Partnership (HOME)** Annual Action Plan was approved during the TJPDC Commission's May meeting, and the Consolidated Annual Performance Evaluation Review will be submitted to HUS by September 30<sup>th</sup>.

TJPDC was awarded the U.S. Department of Agriculture for the **FY2021 Housing Preservation Grant (HPG) award** for use in our rural areas, to include rural Albemarle County and works with the Albemarle Housing Improvement Program as a sub-recipient of the County's funds.

A **Virginia Eviction Reduction Pilot (VERP)** implementation grant was awarded from the Department of Housing and Community Development to support eviction prevention at the systems level. Staff are working with the Financial Opportunity Center and Housing Hub of Piedmont Housing Alliance to prevent evictions in Charlottesville and Albemarle County.

TRANSPORTATION: The TJPDC staffs the **Charlottesville-Albemarle Metropolitan Planning Organization** and works with the Technical Committee, the Citizens Transportation Advisory Board, the Regional Transit Partnership, the Policy Board,

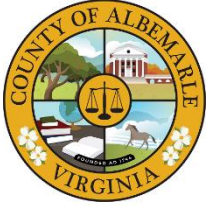
as well as the Rural Technical Advisory Board and the Bike/Ped Committee. Staff has worked on a Regional Transit Vision Plan, Smart Scale applications, the Rivanna River Bike/Ped Crossing, Albemarle County Transit Expansion project, the Unified Planning Work Program, OneMap, FY24-27 Transportation Improvement Program, the Regional Transit Governance Study, and is beginning work on the 2050 Long-Range Transportation Plan. CAMPO staff is also monitoring the new Infrastructure Investment and Jobs Act for new grant funding opportunities. RideShare staff participated in the statewide Bike Month campaign and Clean Commute month as well as helped to launch and continues in its partnership with the Afton Express and conduct quarterly Park and Ride lot inventories.

**ENVIRONMENT:** Through the **Watershed Implementation Plan**, TJPDC staff shares pertinent information regarding various environmental efforts, grant deadlines and educational webinars with local planning, environmental staff and other local partners. TJPDC partners with the Rivanna Stormwater Education Partnership on the #LoveYourWatershed social media campaign and other timely environmental topics.

The **Rivanna River Basin Commission (RRBC)** continues to provide technical steering assistance to the WIP contract. Staff developed a 5-year work plan for the RRBC which was approved by the Commission in their August 2022 meeting.

The final **Recycling Rate Report** for the Thomas Jefferson Solid Waste Planning Unit, which consists of Albemarle, Charlottesville, Greene, and Fluvanna, was submitted to the Department of Environmental Quality (DEQ) in April of 2022.

Work on the **Regional Natural Hazard Mitigation Plan** is ongoing. Staff held an annual meeting in May with locality representatives to discuss grants, major emergency management actions and natural hazards in each locality. Staff also presented the plan to the governing bodies in Albemarle, Charlottesville, Fluvanna, Greene and Nelson, as well as the Town of Mineral, to describe progress on updating the plan and to provide a roadmap for the coming months.



## Boards and Commissions Annual Report - 2022

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

Thomas Jefferson Water Resources Protection Foundation (TJWRPF)

**Meeting Frequency:**

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

Day(s)	Time	Location
Typically, 4 times per year	10:00 a.m.	Varies

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

P=Present / A=Absent

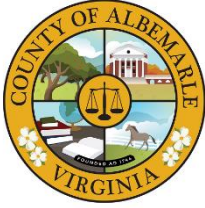
Member	Meeting Dates										
	January 31, 2022	May 11, 2022	August 17, 2022								
Mark Wastler	P	P	P								

**Summary:**

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



Reporting		
Milestones	Accomplishments	Challenges
Create New Brochure	Printed 500 Copies	Planning Staff and Developer awareness for County and other Localities
Recruited New Director for Charlottesville Vacancy	Dr Aaron Mills (newly Appointed)	Recruiting new members for the Foundation Board
Added Donate to Website	Completed and Tested	Ways to generate additional funding



## Boards and Commissions Annual Report - 2022

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

Village of Rivanna Community Advisory Committee

**Meeting Frequency:**

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

Day(s)	Time	Location
2 <sup>nd</sup> Monday Bi-monthly	7:00 pm	Zoom Platform

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

P=Present / A=Absent

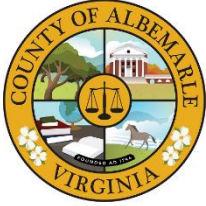
Member	Meeting Dates			
	8/9/21	11/8/21	2/7/22	3/14/22
Betsy Baten	P	P	P	P
Mary Sandiford	P	A	A	N/A
Dottie Martin	P	P	P	P
Neil Means	P	P	P	A
Tim Novak	A	A	A	A
Dennis Odinov	P	P	P	P
Paula Pagonakis	P	P	P	P
Lynda White	P	P	P	P
Donna Price (BOS)	P	P	P	P

**Summary:**

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

During the 2021-2022 year the following activities occurred:

<b>Meeting Date</b>	<b>Development Review Community Meeting</b>	<b>Other Topics</b>
8/09/2021		CAC Discussion of Planning Commission public hearing (July 20, 2021) on the Breezy Hill Rezoning Application (ZMA2021-4); CAC Discussion of Future VOR Master Plan Update; Filling Vacancies on the Committee; Education for VORCAC and VOR community members and discussion of possible subjects
9/27/2021 Joint CAC Meeting		Albemarle County Equity Profile overview
11/08/2021		Discussion of Board of Supervisors Public Hearing on Breezy Hill Rezoning Application (approved October 6, 2021); Discussion of Future Master Plan Review; Discussion of Community Education Program; Presentation: Middle Density Residential Land Use Category and Missing Middle Housing
2/07/2022		Master Plan Review, Pages 1-7; Community Education Program Update
3/14/2022		Transportation Planning overview; Master Plan Review, Pages 1-7, 8-13; Community Education Program Update



## Boards and Commissions Annual Report - 2022

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

Workforce Investment Board - Virginia Careers Works -Piedmont Region Chief Elected Officials, Council

**Meeting Frequency:**

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

Day(s)	Time	Location
Quarterly	1:00-2:30	The meetings are offered around the region quarterly virtually or in-person

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

P=Present / A=Absent

Members	Meeting Dates							
	March 2021	June 2021	September 2021	December 2021	March 2022	June 2022	September 2022	December 2022
Ann Mallek	P	P	P	P	P	P		
Ron Frazier								
Sena Magill								
Lee Frame								
David Durr								
Tony Obrien								
Marie Durrer								
James Jewett								
Robert Barton								
Fitzgerald Barnes								
Holder Trumbo								

Member	Meeting Dates			
Executive Committee Meeting	Sept-2021	Sept 2021	May 2022	Aug-2022
Ann Mallek	P	P	P	P

**Summary:**

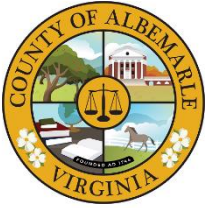
Provide a summary of the of the past years key activities that support the mission to include milestones, accomplishments, and challenges.

Provide workforce services to career seekers in Albemarle County  
 In collaboration with Albemarle Department of Social Services Open an Affiliate Workforce Center on 5<sup>th</sup> street to service the southern corridor in Albemarle County  
 Launched a GO VA Grant Project Future to provide a recruitment and retention tool The Career Pathways Guide to support businesses with recruitment and retention strategies.  
 Develop a database to capture all CTE students in the region to share with businesses across the region

Career Clusters	Program Area	CATEC	Albemarle	Charlottesville	Fluvanna	Greene	Louisa	Nelson	CTEC	Madison	Orange	Culpeper	Rappahannock	Fauquier
<b>Agriculture</b>	Agriculture	0	0	4	0	123	623	172	0	0	157	588	0	0
<b>Animal Science/Veterinary</b>	Animal Systems	20	33	0	0	0	173	0	0	0	10	397	0	0
<b>Architecture/CAD/Technical Drawing</b>	Engineering/Architecture	0	82	0	0	0	0	0	0	0	0	0	0	0
<b>Auto</b>	Automotive	71	81	0	0	69	226	37	21	0	102	0	0	0
<b>Business</b>	Business & Marketing	0	1253	50	0	103	83	20	0	0	0	1384	0	0
<b>Carpentry</b>	Carpentry	22	17	0	0	57	69	97	68	8	0	0	0	0
<b>CNA</b>	Healthcare	42	49	0	0	18	0	32	7	0	0	117	0	0
<b>Communication/Broadcast</b>	Television Production	0	0	0	0	66	0	0	0	0	0	116	0	0
<b>Computer Science &amp; Media</b>	Information Technology	0	585	99	123	99	238	0	6	0	69	0	0	0
<b>Cosmology</b>	Cosmology	50	32	0	48	53	80	28	17	0	5	0	0	0
<b>Criminal Justice</b>	Criminal Justice	0	0	0	0	42	0	0	0	0	0	0	0	0
<b>CTE/ Internship/ WBL</b>		26	186	0	0	0	0	0	0	0	50	0	0	0
<b>Cullinary</b>	Cullinary	36	392	0	132	63	124	0	54	0	0	0	0	0
<b>CyberSecurity</b>	Information Technology	0	102	0	6	0	0	0	0	0	70	46	0	0
<b>Digital Art Illustrations</b>	Business & Marketing	0	0	35	3	0	0	0	0	0	0	0	0	0
<b>Digital Marketing &amp; Marketing</b>	Business & Marketing	0	50	97	0	0	0	0	0	0	159	0	0	0
<b>Education- Teacher Cadet</b>	Education	0	0	0	12	0	113	28	0	0	0	35	0	0
<b>Electricity</b>	Electricians	19	19	0	0	0	0	0	49	0	0	0	0	0
<b>Engineering</b>	Engineering/Architecture	0	597	204	257	0	0	0	0	0	111	0	0	0
<b>Family Consumer Science -Berry</b>	Fashion & Consumer Science	0	0	0	0	118	82	102	0	0	192	1917	0	0
<b>Fire Science</b>	EMT/Fire	0	20	0	0	0	0	0	0	0	0	148	0	0
<b>Forensic Science</b>	Criminal Justice	0	313	62	0	0	0	0	0	0	0	0	0	0
<b>Geographic Information Systems (GIS)</b>	Engineering/Architecture	0	46	0	0	0	0	0	0	0	0	322	0	0
<b>Health Sciences/EMT</b>	EMT/Fire	39	0	0	16	67	0	21	14	0	0	88	0	0
<b>Horticulture</b>	Plant Systems	0	0	0	94	0	0	0	0	0	90	0	0	0
<b>HVAC</b>	HVAC	0	89	0	0	43	0	0	0	0	0	0	0	0
<b>Manufacturing</b>	Manufacturing	0	0	0	0	0	76	31	0	0	27	0	0	0
<b>Military Science/ROTC/NDCC</b>		0	42	0	0	0	0	0	0	0	0	0	0	0
<b>Pharmacy Tech</b>	Healthcare	0	0	0	0	0	0	0	0	0	0	90	0	0
<b>Robotics</b>	Engineering/Architecture	0	0	0	0	0	0	0	0	0	12	0	0	0
<b>Senior Release</b>		0	110	33	0	0	0	0	0	0	0	0	0	0
<b>Sports Ent &amp; Rec Marketing</b>	Business & Marketing	0	95	33	13	0	0	0	0	0	14	179	0	0
<b>Sports Medicine</b>	Healthcare	0	0	0	18	40	0	15	0	0	50	0	0	0
<b>Intro to Health and Medical Science</b>		0	0	0	119	0	0	0	0	0	0	0	0	0
<b>Technology Foundations/Transfer</b>		0	0	0	61	0	0	0	0	0	150	0	0	0
<b>Video &amp; Media Technology &amp; Commu</b>	Business & Marketing	0	103	0	39	0	0	0	0	0	0	50 (Coop)	0	0
<b>Work Release</b>	BOLT Workforce Employment (Building Occupational Latitude Training)	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>		325	4296	617	1082	889	1947	529	169	1501	5194	0	0	0

Applied for a GO VA Grant to support experiential learning for high school and community college youth  
 Below I have provide data to support the number of clients served in Albemarle County.

	VCW- Charlottesville Center												Total
Traffic Count (7/21-6/22)	July	August	September	October	November	December	January	February	March	April	May	June	
Total In-person Visits	384	374	252	150	114	119	166	187	231	151	175	130	2,433
New Visitors	114	71	41	28	14	25	48	46	155	56	44	53	701
Virtual Services	21	6	6	6	5	10			19	3	22		104
<b>Locality of Residence</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
Albemarle County	150	156	105	74	53	50	58	85	77	57	71	72	1,016
Charlottesville City	147	142	86	50	44	39	55	60	97	56	59	69	904
Culpeper County	3	3	-	1	-	3	1	2	2	1	2	4	22
Fauquier County	4	2	-	-	-	-	-	-	-	-	-	-	6
Fluvanna County	24	14	18	4	5	8	8	12	8	12	14	13	139
Greene County	13	7	14	7	3	5	8	5	6	7	5	7	87
Louisa County	12	19	14	6	1	5	6	11	10	8	11	6	109
Madison County	1	1	2	2	1	1	1	1	2	-	3	-	15
Nelson County	-	10	2	2	2	1	8	-	4	7	9	6	51
Orange County	5	3	2	1	1	2	8	-	10	1	-	2	35
Rappahannock County										1	-	-	
Buckingham County	5	7	3	2	2	1	7	6	2	2	2	3	42
Other	12	10	6	1	2	4	6	5	3	3	1	7	66
<b>Reason for Visit</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
Unemployment Assistance	307	322	182	84	72	77	125	128	164	110	136	137	1,844
Veterans Employment Services	-	-	3	1	-	2	3	3	4	2	-	1	19
Attend VEC Class or Workshop	-	-	6	5	2	1	3	2	6	1	2	4	32
Job Search/Resource Room	32	16	22	39	24	25	16	24	26	19	9	21	273
Computers	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Training	-	-	1	-	4	-	4	19	-	-	2	5	35
WIOA Appointment	1	-	1	-	1	-	1	1	2	3	-	-	10
Veteran's Benefits	-	-	1	-	-	-	-	1	-	1	1	-	4
Job Fair/ Hiring Event	2	2	4	5	1	1	1	3	2	4	4	5	30
Specific Appointment	-	19	25	14	10	13	13	5	17	15	20	21	172
<b>WIOA Case Load</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
Adult	31	40	41	43	45	43	45	48	46	51	53	50	
DLW	6	8	8	8	8	8	8	8	7	6	7	4	
Youth	18	18	22	24	25	24	27	30	26	28	28	26	
Total Case Load	55	66	71	75	78	75	80	86	79	85	88	80	
<b>Number of Individuals in Training Activities</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
WIOA Programs	11	20	20	17	24	21	24	21	25	33	34	32	282
<b>Number of Credentials Attained (during the month)</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
WIOA Programs	3	4	5	3	5	7	4	3	2	4	6	4	50
<b>Number of WIOA participant hires</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
WIOA Programs	6	5	3	5	7	7	-	7	6	3	5	3	63
<b>BUSINESS SERVICES</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Business Services</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
Number of One-Stop Hires (placements during the month)	1	3	6	-	-	1	2	1	3	1	3	1	22
Number of Hires Resulting from Hiring Events	-	-	2	4	1	-	-	3	2	2	-	-	14
Total Number of New Hires	7	8	17	9	8	8	2	11	11	6	8	4	99
Number of Employers Served (during the month)	12	31	50	73	84	24	20	16	70	109	11	14	434
Number of Hiring Events Conducted at One-Stop	4	4	4	4	3	4	4	4	5	4	4	4	48
Business Satisfaction Surveys completed	-	-	14	-	12	-	-	-	-	-	-	-	26
Job-seeker Satisfaction Surveys completed	-	181	54	36	56	50	30	15	-	-	-	-	432



## Boards and Commissions Annual Report - 2022

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

5th & Avon Community Advisory Committee

### **Meeting Frequency:**

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

Day(s)	Time	Location
3rd Thursday Monthly	7:00 pm	Zoom Platform

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

P=Present / A=Absent

Members	Meeting Dates				
	8/19/21	10/21/21	11/18/21	12/16/21	1/20/22
Caitlin Riopel	N/A	N/A	N/A	P	A
Andrew Baxter	P	P	P	P	A
Robert Finley	P	P	P	A	P
Shawn Brydge	P	P	P	P	A
Nathan Holland	N/A	N/A	N/A	N/A	N/A
Thomas Thorpe	P	P		P	P
James Cathro	P	A	P	P	P
Diane Grieder	N/A	P	P	P	P
Roger Schickedantz	P	P	P	P	P
Craig Roller	N/A	A	P	A	P
Karen Davenport	P	P	P	P	P
David Storm	P	P	P	P	P
Mary Katherine King	P	P	P	P	P
Emma Andrews	N/A	N/A	N/A	N/A	P
Evan Macbeth	N/A	N/A	N/A	N/A	N/A
Liz Palmer	P	P	P	A	NA
Donna Price	P	A	P	A	P

Jim Andrews	n/a	n/a	n/a	n/a	P
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Attendance Continued:

Members	Meeting Dates (continued)			
	3/17/22	5/19/22	6/16/22	8/18/22
Caitlin Riopel	P	A	N/A	N/A
Andrew Baxter	P	P	A	A
Robert Finley	P	P	P	P
Shawn Brydge	A	P	P	P
Nathan Holland	P	P	P	P
Thomas Thorpe	P	A	P	P
James Cathro	A	A	A	P
Diane Grieder	A	A	A	N/A
Roger Schickedantz	P	P	P	P
Craig Roller	A	P	P	P
Karen Davenport	P	P	P	P
David Storm	P	A	P	P
Mary Katherine King	P	A	P	P
Emma Andrews	A	A	A	A
Evan Macbeth	P	A	P	P
Liz Palmer	n/a	n/a	n/a	n/a
Donna Price	A	A	P	P
Jim Andrews	P	P	P	P

**Summary:**

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

During the 2021-2022 year the following activities occurred:

Meeting Date	Development Review Community Meeting	Other Topics
8/19/2021		Architectural Review Board and Entrance Corridor overview
9/27/2021 (Joint CAC Meeting)		Albemarle County Equity Profile Overview
10/21/2021		Biscuit Run Park updates
11/18/2021	ZMA202100013 Southwood Phase 2 community meeting	ZMA202100005 1805 Avon St PRD update
12/16/2021	ZMA202100014 Albemarle Business Campus community meeting	

1/20/2022		Overview of CAC Role and Southern and Western Master Plan
3/17/2022		Transportation Planning and Project Updates; Southwood update
5/19/2022		Climate Action in Albemarle County
6/16/2022	ZMA202200004 1906 Avon Street Ext community meeting	
8/18/2022	ZMA202200002 Sieg community meeting	