

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION
Draft Minutes of July 17, 2008 Meeting

City of Charlottesville

David E. Brown
Jason Pearson, Treasurer

Albemarle County

Sally H. Thomas
Ann H. Mallek

Fluvanna County

Charles W. Allbaugh, Vice Chair
Grant Tate

Greene County

Jeri Allen
Carl Schmitt

Louisa County

Fitzgerald Barnes
Jackson Wright

Nelson County

Fred Boger
Connie Brennan, Chair

Commissioners Present:

Jason Pearson – Charlottesville
Sally Thomas – Albemarle County
Charles Allbaugh – Fluvanna County
Jeri Allen – Greene County
Carl Schmitt – Greene County
Grant Tate – Fluvanna County
Jack Wright – Louisa County
Fred Boger – Nelson County
Connie Brennan – Nelson County

Commissioners Absent:

David Brown – Charlottesville
Ann Mallek – Albemarle County
Fitzgerald Barnes – Louisa County

Staff Present:

Billie Campbell, COO
Rochelle Garwood, Sr. Planner Env.
Don Reed, Finance Director

Guests Present:

Howard Evergreen, F/LHF
Don Pamenter, *STAR*

Call to Order: Chair Connie Brennan called the meeting to order.

Matters from the Public: None.

Consent Agenda:

Minutes of the June 5, 2008 meeting: On a motion by Sally Thomas, seconded by Fred Boger, the Commission approved the minutes of the June 5, 2008 meeting as submitted, with Charles Allbaugh, Jeri Allen and Carl Schmitt abstaining.

IGRs: On a motion by Sally Thomas, seconded by Carl Schmitt, the Commission approved IGRs FY09-01 through 07.

Cash Management: In order to minimize risk to TJPDC reserves, staff proposed opening a Money Market account at Virginia National Bank (VNB) and use VNB's Certificate of Deposit Account Registry Service (CDARS) to ladder TJPDC assets into 13-week CDs. On a motion by Grant Tate, seconded by Fred Boger, the Commission adopted a corporate resolution to authorize establishment of a Money Market account with VNB, to move forward with a CDARS Deposit Placement Agreement with VNB, to designate Charles Allbaugh and Jason Pearson as advisors for further transfers and CDs, and to authorize the group to cash in CDs at Wachovia if deemed warranted.

Mayor & Chairs: The Mayor & Chairs met Friday, June 25, with guest Michael Toalson, Executive Vice President of Home Builders Association of Virginia (HBAV) presenting information on SB 768. Each locality represented briefly presented their existing cash proffer policy. Mike Toalson presented HBAV's rationale for bringing the bill forward. Jeri Allen, Connie Brennan and Jack Wright attended the Mayor and Chairs meeting. Sally Thomas highlighted the negative language in HBAV's argument and noted that localities need to use their own positive language for the use and benefits of the proffer system.

Regional Action Agenda on Housing: Billie Campbell acknowledged Howard Evergreen, Executive Director of the Fluvanna/Louisa Housing Foundation, and member of the planning team for the March 13 Regional Housing Conference: "Finding Common Ground" and of the Regional Housing Directors Council. The Regional Action Agenda for Housing resulted from the conference and subsequent work by the planning team and Directors Council. A follow-up event is being planned for October 30, 2008 to focus on implementation of the Action Agenda. The Regional Housing Directors Council requests that the TJPDC Commission adopt a Resolution in Support of the Regional Action Agenda for Housing. The Housing Directors would then take a similar resolution to their respective localities for adoption. **On a motion by Jason Pearson, seconded by Grant Tate, the Commission adopted the Resolution in Support of the Regional Action Agenda for Housing.**

***STAR* TEA Grant Sponsorship:** Billie Campbell briefed the Commission on the history of TEA-21 grants awarded to Stanardsville and the request from STanardsville Area Revitalization (*STAR*) that the TJPDC act as sponsor for these projects. There are risks involved in sponsorship, but *STAR* and TJPDC have agreed on terms and procedures to minimize the risks to TJPDC. Ms. Campbell stated that she believed that TJPDC has the expertise and staff capacity to carry out the project, and that the 2% fee outlined in the draft agreement is a reasonable estimate of the level of effort for the project. **On a motion by Jason Pearson, seconded by Grant Tate, the Commission granted approval for TJPDC to act as sponsor for the VDOT approved Stanardsville area TEA-21 projects by entering into an agreement with *STAR*.** The Commission directed staff to bring the agreement back to the Commission for approval prior to signing.

Lead Organization on Homelessness: Billie Campbell briefed the Commission on the Community Plan (Plan) to End Homelessness, and the decision of the Thomas Jefferson Area Coalition for the Homeless (TJACH) to assume the role of the Lead Organization. TJACH formed a Structure Committee, which is generating a list of potential board members. The Commission reviewed a draft letter, recommending that the letter start with the invitation to join the board of the new lead organization, and to provide information on the time commitment expected. Sally Thomas and Connie Brennan will be signatories of the letter, along with Howard Evergreen, Mark Lorenzoni and James Howard.

Appoint Audit Committee: The Commission Chair appointed an Audit Committee of three members: Treasurer Jason Pearson, Charles Allbaugh, and Carl Schmitt. The Audit Committee will review the FY08 Audit and make recommendations to the full Commission. The proposed schedule is to bring the audit to the Commission at the November meeting.

Executive Director Search: The Selection Committee met immediately prior to the Commission meeting and reviewed the position description, organizational profile, and the scope of work for the contract with Springsted. Comments on the position description and organizational profile will be forwarded to Springsted. The Commission directed staff to execute the contract with Springsted, with the Scope of Work revised to include a provision to provide the resumes not selected for further consideration to the Selection Committee for review. The timeline calls for Springsted to provide a preliminary report to the Selection Committee for discussion in mid-September.

Other Business:

Fluvanna County Bond Rating: Charles Allbaugh announced that Fluvanna had been given an A-1 Standard and Poor's bond rating by Moody's.

NGIC/DIA: Sally Thomas reported that TJPDC and Albemarle County submitted comments in response to the Environmental Impact Study for NGIC. A disk with responses to those comments has been sent. Sally will locate the disk and send the comments to Rochelle Garwood at TJPDC.

Roundtable: The topic for the September Commissioner's roundtable will be Energy Conservation.

Adjournment: There being no further business, the meeting adjourned.