Thomas Jefferson Planning District Commission

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THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)

Minutes, December 6, 2024

Commissioners Present	**In Person**	**Remote**	**Staff Present**	**In Person**	**Remote**
Albemarle County			Christine Jacobs, Executive Director	x	
Ned Gallaway	x		David Blount, Deputy Director	x	
Mike Pruitt	x		Ruth Emerick, Chief Operating Officer	x	
Fluvanna County			Laura Greene, Finance & HR Director		
Tony O'Brien, Chair	x		Sara Pennington, TDM Program Manager	x	
Keith Smith, Treasurer			Sarah Simba, Transportation Planner II		x
Greene County					
Tim Goolsby	x				
James Higgins	x				
Louisa County					
Tommy Barlow	x				
Manning Woodward	x				
Nelson County					
Ernie Reed			**Guests/Public Present**		
Jesse Rutherford	x				
City of Charlottesville					
Phil d'Oronzio	x				
Michael Payne, Vice Chair					

1. CALL TO ORDER:

a. Call to Order, Roll Call:

The Thomas Jefferson Planning District Commission (TJPDC) Chair, Tony O'Brien, presided and called the TJPDC meeting to order at 7:02 pm. Ruth Emerick took attendance and certified that a quorum was present.

b. Vote to Allow Electronic Participation: Not needed.

2. MATTERS FROM THE PUBLIC:

a. **Comments by the Public:** None.

b. **Comments provided via email, online, web site, etc.:** None.

3. PRESENTATIONS:

a. New Staff Introduction

Christine Jacobs gave an update on hiring for the PATH mobility management program, noting that one hire started at the beginning of December and the second is anticipated to start in early January.

b. 2025 General Assembly Preview

Deputy Director David Blount provided an overview of the upcoming General Assembly session, including timeline and state budget considerations.

c. Commuter Assistance Program (CAP) Strategic Plan Draft

Sara Pennington, TDM Program Manager, presented the draft CAP Strategic Plan. The plan anticipates travel and transportation needs for the next five years based on a thorough evaluation of current conditions, programs, and services. Future funding requests and work programs will be based on the adopted plan.

4. CONSENT AGENDA:

a. **Minutes of the November 7, 2024, Meeting**
b. **October Financial Reports**

Motion/Action: On a motion by Jesse Rutherford, seconded by Phil d'Oronzio, the Commission unanimously approved the Consent Agenda as presented.

5. NEW BUSINESS:

a. 2025 Calendar of Meetings

Executive Director Christine Jacobs gave an overview of the calendar year 2025 meeting schedule, including quarterly meetings by the Finance/Executive Committee.

Motion/Action: On a motion by Phil d'Oronzio, seconded by Ned Gallaway, the Commission unanimously approved the TJPDC's Calendar of Meetings for calendar year 2025.

b. RAISE Grant Resolution for Application

Executive Director Christine Jacobs shared that there is still significant interest in applying for a RAISE Grant for the Preliminary Engineering phase for the Rivanna Bicycle and Pedestrian Bridge. In previous rounds of the grant, the application scored well but was not selected for funding.

Motion/Action: On a motion by Ned Gallaway, seconded by Phil d'Oronzio, the Commission unanimously adopted the Resolution supporting a RAISE Grant Application to fund Preliminary Engineering (PE phase) for the Rivanna River Bicycle and Pedestrian Bridge.

c. Rideshare FY26 Resolution for Application

Christine Jacobs gave an overview of the grant application cycle for TJPDC's Rideshare program. The proposed work plan will be presented at a future meeting.

Motion/Action: On a motion by Ned Gallaway, seconded by James Higgins, the Commission unanimously approved the Resolution of Support for the FY26 Rideshare grant application.

d. PATH Mobility Management FY26 Resolution for Application

Christine Jacobs gave an overview of the grant application cycle for TJPDC's PATH Mobility Management program. The proposed work plan will be presented at a future meeting.

Motion/Action: On a motion by Michael Pruitt, seconded by Phil d'Oronzio, the Commission unanimously approved the Resolution of Support for the FY26 PATH Mobility Management grant application.

e. Central Virginia Regional Housing Partnership Appointments

Ruth Emerick gave an update on the members appointed to the Central Virginia Regional Housing Partnership (CVRHP) by the TJPDC Commission, including current vacancies and staff recommendations for consideration.

Motion/Action: On a motion by Tim Goolsby, seconded by Phil d'Oronzio, the Commission unanimously appointed the following members to the RHP board: Luke Roark, Commonwealth Contractors (TJPDC Appointed Builder Representative), Fitzgerald Barnes, Louisa County Resident (TJPDC Appointed Citizen/Resident Representative – Rural), and Cameron Moore, Virginia Department of Health (TJPDC Appointed Health Industry Representative).

f. Building/Office Space Committee Appointments

Executive Director Christine Jacobs shared that staff have requested a committee to support the negotiation of a lease renewal and/or the consideration of a building purchase. The Finance/Executive Committee decided to bring the request before the full Commission to consider volunteers.

Motion/Action: On a motion by Tommy Barlow, seconded by Michael Pruitt, the Commission unanimously approved the following Building/Office Space Committee Appointments: Phil d'Oronzio, Jesse Rutherford, Keith Smith, Ned Gallaway, and Tony O'Brien.

6. OLD BUSINESS:

a. None

7. EXECUTIVE DIRECTOR'S REPORT:

Monthly Report
Christine Jacobs shared updates on a number of topics, including progress on the current VATI 2022 project and updates on the recently awarded VATI 2024 grant. The TJPDC's first Classification and Compensation Study is moving forward, with a kickoff meeting being held later in December. The Safe Streets and Roads for All (SS4A) Comprehensive Safey Action Plan project is wrapping up round two of public engagement and expects to hold the next working group meeting in January. A minor amendment to the TJPDC's Solid Waste Management Plan has been incorporated into the plan and DEQ has been notified.

8. OTHER BUSINESS:

a. Roundtable Discussion by Jurisdiction: Each Commissioner was invited to share updates from their jurisdiction.

b. Next Meeting – February 6, 2025, 7:00 pm (Tentative Items)
   i. New Commission Member Orientation
   ii. FY26 Rideshare Work Program and Grant Application – Presentation
   iii. FY26 PATH Mobility Management and Grant Application – Presentation
   iv. FY25 Draft Amended Budget – No Action
   v. FY25 Quarter Two (Oct-Dec) Financial Report

9. ADJOURNMENT:

Motion/Action: On a motion by Phil d'Oronzio, seconded by Jesse Rutherford, the Commission unanimously voted to adjourn the December 6, 2024, Commission meeting at 8:13 pm.

Commission materials and meeting recording may be found at www.tjpdc.org