

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)

Minutes, August 7, 2025

All-Virtual Meeting

COMMISSIONERS PRESENT	IN PERSON	REMOTE	STAFF PRESENT	IN PERSON	REMOTE
Albemarle County			Christine Jacobs, Executive Director		x
Ned Gallaway			David Blount, Deputy Director		
Mike Pruitt		x	Ruth Emerick, Chief Operating Officer		x
Fluvanna County			Laura Greene, Director of Finance and HR		
Tony O'Brien, Chair			Taylor Jenkins, Director of Transportation		x
Keith Smith, Treasurer		x	Logan Ende, Regional Housing Planner II		x
Greene County			Kaiden Pritchett, AmeriCorps Housing VISTA		x
Tim Goolsby					
James Higgins		x			
Louisa County					
Tommy Barlow		x			
Manning Woodward		x			
Nelson County					
Ernie Reed		x	GUESTS/PUBLIC PRESENT		
Jesse Rutherford					
City of Charlottesville					
Phil d'Oronzio		x			
Michael Payne, Vice Chair		x			

Note: This meeting was held utilizing electronic virtual communication with the Zoom software application, and in accordance with virtual meeting provisions contained in Code of Virginia § 2.2-3708.3. A recording of the meeting was made available to the public at <https://www.youtube.com/channel/UCOuHJzpRDV6rnplep2Lxj0Q>.

1. CALL TO ORDER:

a. Call to Order, Roll Call:

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

b. Notice of Electronic Meeting: Ruth Emerick read the notice of electronic meeting.



City of Charlottesville

Albemarle County

Fluvanna County

Greene County

Louisa County

Nelson County

2. MATTERS FROM THE PUBLIC:

- a. Comments by the Public:** None.
- b. Comments provided via email, online, web site, etc.:** None.

3. PRESENTATIONS:

a. Area Types for SMART SCALE Rural Areas

Taylor Jenkins, Director of Transportation, shared information about VDOT scoring of SMART SCALE projects in rural areas. A recommendation to request a change to the TJPDC's rural areas' Area Type classification was shared as informational and will be presented at a future meeting for consideration for action.

b. FFY25 Housing Preservation Grant Presentation and Inter-Governmental Review

Logan Ende, Regional Housing Planner II, gave an overview of the Housing Preservation Grant (HPG) program, which the TJPDC has served as the grantee for locally for the past nine years. The TJPDC is applying for an FFY25 HPG grant that is up to \$300,000, which is the estimated amount of the state allocation for FFY25.

4. CONSENT AGENDA:

a. Minutes of the June 5, 2025 Commission Meeting

Motion/Action: On a motion by Phil d'Oronzio, seconded by Michael Pruitt, the Commission unanimously approved the June 5, 2025 Meeting Minutes, as presented.

b. May and June Financial Reports

Motion/Action: On a motion by Phil d'Oronzio, seconded by Michael Payne, the Commission unanimously approved the May and June 2025 Financial Reports, as presented.

c. FY25 Quarter Four (April – June) Profit and Loss Prior Year Comparison

Motion/Action: On a motion by Phil d'Oronzio, seconded by James Higgins, the Commission unanimously approved the FY25 Quarter Four Profit and Loss Prior Year Comparison, as presented.

d. Executive Director Annual Contract Resolution

Motion/Action: On a motion by Phil d'Oronzio, seconded by James Higgins, the Commission unanimously voted to adopt a resolution authorizing the renewal of the Executive Director's contract.

5. OLD BUSINESS: None.

6. NEW BUSINESS:

a. Annual Adoption of Remote Electronic Meeting Participation and All-Virtual Meeting Policy

Christine Jacobs shared that for the TJPDC to allow electronic participation and all-virtual meetings for its public bodies, the Virginia Freedom of Information Act requires the Commission to annually adopt a policy on electronic participation and all-virtual meetings. The proposed policy is not substantially different than the one adopted previously by the Commission.

Motion/Action: On a motion by Phil d’Oronzio, seconded by Tommy Barlow, the Commission unanimously voted to adopt the Remote Electronic Meeting Participation and All-Virtual Meeting Policy, as presented.

7. EXECUTIVE DIRECTOR’S REPORT:

a. Monthly Report

Christine Jacobs shared updates on the VATI broadband project, the kickoff of the Regional Housing Study, the results of the RAISE/BUILD grant application for the Rivanna River Bicycle and Pedestrian Bridge Crossing Preliminary Engineering, and the findings of the DRPT Financial Compliance Review process.

8. OTHER BUSINESS:

a. Roundtable Discussion by Jurisdiction

b. Next Meeting – September 4, 2025, 7:00 pm

Items for next meeting:

- i. Delivery of Draft FY27 Projected Budget and Local Revenue Requests
- ii. HOME & CDBG CAPER Draft Presentation, Public Hearing, Resolution
- iii. July 2025 Financials
- iv. VATI Presentation/Update (6 months)
- v. WIP Grant Update

9. ADJOURNMENT:

Motion/Action: On a motion by Phil d’Oronzio, seconded by Tommy Barlow, the Commission unanimously voted to adjourn the August 7, 2025, Commission meeting at 7:38 pm.

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