

**THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)**

Minutes, September 4, 2025

| COMMISSIONERS PRESENT          | IN PERSON | REMOTE | STAFF PRESENT                                   | IN PERSON | REMOTE |
|--------------------------------|-----------|--------|-------------------------------------------------|-----------|--------|
| <b>Albemarle County</b>        |           |        | Christine Jacobs, Executive Director            | x         |        |
| Ned Galloway                   | x         |        | David Blount, Deputy Director                   | x         |        |
| Mike Pruitt                    | x         |        | Ruth Emerick, Chief Operating Officer           | x         |        |
| <b>Fluvanna County</b>         |           |        | Taylor Jenkins, Director of Transportation      | x         |        |
| Tony O'Brien, Chair            | x         |        | Laurie Jean Talun, Regional Program Manager     | x         |        |
| Keith Smith, Treasurer         |           |        | Logan Ende, Regional Housing Planner II         | x         |        |
| <b>Greene County</b>           |           |        | Isabella O'Brien, Reg. Environmental Planner II | x         |        |
| Tim Goolsby                    |           |        | Sarah Simba, Regional Transportation Planner II |           | x      |
| James Higgins                  | x         |        | Emily London, Regional Affordable Housing VISTA |           | x      |
| <b>Louisa County</b>           |           |        |                                                 |           |        |
| Tommy Barlow                   | x         |        |                                                 |           |        |
| Manning Woodward               | x         |        |                                                 |           |        |
| <b>Nelson County</b>           |           |        |                                                 |           |        |
| Ernie Reed                     |           |        | <b>GUESTS/PUBLIC PRESENT</b>                    |           |        |
| Jesse Rutherford               | x         |        | Neil Williamson                                 |           | x      |
| <b>City of Charlottesville</b> |           |        |                                                 |           |        |
| Phil d'Oronzio                 | x         |        |                                                 |           |        |
| Michael Payne, Vice Chair      | x         |        |                                                 |           |        |

**1. CALL TO ORDER:**

**a. Call to Order, Roll Call:**

The Thomas Jefferson Planning District Commission (TJPDC) Vice-Chair, Michael Payne, 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: None**

**2. MATTERS FROM THE PUBLIC:**

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



**City of Charlottesville**

**Albemarle County**

**Fluvanna County**

**Greene County**

**Louisa County**

**Nelson County**

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

### **3. PRESENTATIONS:**

#### **a. Virginia Telecommunication Initiative (VATI) Update**

David Blount, Deputy Director, presented an overview of the TJPDC's two VATI broadband projects, highlighting financial management activities to date and multiple site visits to observe fiber construction throughout the project region.

**Motion/Action:** On a motion by Jesse Rutherford, seconded by Tommy Barlow, the Commission unanimously directed that a resolution be prepared commending Firefly, and specifically Gary Wood, for visionary leadership in expanding high speed internet across the Central Virginia region.

#### **b. Watershed Improvement Program (WIP) Update**

Isabella O'Brien, Regional Environmental Planner II, provided an overview of the Chesapeake Bay Watershed Improvement Program (WIP), to include the 2025 scope of work and its successes; the transition from regional coordination and outreach to greater BMP implementation; the launch of regional environmental coordination meetings; and a proposed 2026 scope of work for funding.

#### **c. HOME and CDBG Consolidated Annual Performance and Evaluation (CAPER) Presentation**

Laurie Jean Talun, Regional Program Manager, gave an overview of HOME-funded activities and the population served during Program Year 2024. About \$781,000 was spent on eight homeowner rehabilitation projects and one homebuyer unit. Additionally, the public comment period for the draft CAPER was held August 15 to September 1.

##### **i. Public Hearing – HOME and CDBG CAPER**

Vice-Chair Michael Payne opened the public hearing for the HOME and CDBG CAPER. There was no one from the public in attendance who made comments, nor were any comments submitted in advance of the meeting. The public hearing was closed.

##### **ii. Resolution – HOME and CDBG CAPER**

**Motion/Action:** On a motion by Mike Pruitt, seconded by Jesse Rutherford, the Commission unanimously approved the Resolution for the HOME and CDBG CAPER, as presented.

#### **d. Housing Preservation Grant (HPG) Draft Scope of Work**

Logan Ende, Regional Housing Planner II, noted his prior month presentation on the USDA Rural Development Housing Preservation Grant program, which included a local history of administration of the grant, population served, program goals, and the proposed project scope for FFY25. An application for \$271,593.00 for the rural parts of the region was submitted.

##### **i. Public Hearing – Draft HPG Scope of Work**

Vice-Chair Michael Payne opened the public hearing for the draft Housing Preservation Grant Scope of Work. There was no one from the public in attendance who made comments, nor were any comments submitted in advance of the meeting. The public hearing was closed.

## **ii. Resolution of Intergovernmental Review and Project Support for HPG**

**Motion/Action:** On a motion by Phil d’Oronzio, seconded by Tony O’Brien, the Commission unanimously approved the Resolution of Intergovernmental Review and Project Support for HPG, as presented.

## **4. \*CONSENT AGENDA:**

- a. Minutes of the August 7, 2025, Commission Meeting**
- b. July Financial Reports**
  - i. July Dashboard Report**
  - ii. July Consolidated Profit & Loss Statement**
  - iii. July Balance Sheet**

**Motion/Action:** On a motion by Phil d’Oronzio, seconded by Mike Pruitt, the Commission unanimously approved the Consent Agenda as presented.

## **5. OLD BUSINESS:**

### **a. Area Types for Smart Scale – Rural Areas**

Christine Jacobs, Executive Director, reviewed information that had been presented at the August meeting concerning VDOT scoring of SMART SCALE projects in rural areas, which currently are designated as Area Type “C” for the purposes of scoring projects. Following discussion with and analysis by VDOT, and distribution of a detailed memo and VDOT’s analysis to County Administrators/Executive, the TJPDC is recommending a change to the TJPDC’s rural areas’ Area Type classification.

- i. August Presentation and Memo/VDOT Analysis**
- ii. Draft letter to Virginia Secretary of Transportation**
- iii. Draft Resolution of Support**

**Motion/Action:** On a motion by Manning Woodward, seconded by Mike Pruitt, the Commission unanimously voted to adopt the Resolution of Support and authorize the Chair and the Executive Director to execute a letter to the Virginia Secretary and Deputy Secretary of Transportation, requesting that the Commonwealth Transportation Board consider a change to the TJPDC’s rural areas’ Area Type classification for SMART SCALE.

## **6. NEW BUSINESS:**

### **a. Draft FY27 Projected Budget and Local Revenue Requests**

Christine Jacobs presented the FY27 Projected Operating Budget, FY27 Projected Revenues and FY27 Projected Per Capita and Local Contributions. The draft budget is balanced and includes only known and highly likely revenue sources. It includes a per capita rate of \$0.70 for local contributions, and small increases in requests for local contributions for direct programs, as approved during the local revenues analysis completed in Fall of 2024. She noted that the projected budget likely will have a

number of changes prior to its official adoption in May, 2026, as additional grants and programs are identified. An updated budget will be presented for action at the Commission's October meeting.

- i. **FY27 Projected Budget Totals**
- ii. **FY27 Projected Budget Revenues**
- iii. **FY27 Projected Budget Local Contributions**

**7. EXECUTIVE DIRECTOR'S REPORT:**

**a. Monthly Report**

Christine Jacobs shared that monthly updates are available in the Executive Director's Report within the meeting materials.

**8. OTHER BUSINESS:**

**a. Roundtable Discussion by Jurisdiction**

**b. Next Meeting – October 2, 2025, 7:00 pm**

Items for next meeting:

- i. Annual DHCD Funding Agreement
- ii. August Financials
- iii. Blue Ridge Cigarette Tax Board (BRCTB) Six-Month Update
- iv. Regional Pak and Ride Lots Presentation
- v. Draft FY27 Projected Budget and Local Revenues Resolution – For Approval

**9. ADJOURNMENT:**

**Motion/Action:** On a motion by Jesse Rutherford, seconded by Tony O'Brien, the Commission unanimously voted to adjourn the September 4, 2025, Commission meeting at 8:21 pm.

**Commission materials and meeting recording may be found at [www.tjpd.org](http://www.tjpd.org)**