

AGENDA

Commissioners and Guests - Join Zoom Meeting:

<https://us02web.zoom.us/j/85918646792>

Meeting ID: 859 1864 6792

By call-in: 1 (301) 715-8592

1. **Call to Order**
 - a. Call to Order, Roll Call – *Chair Smith, Ruth Emerick* 7:00 – 7:05
 - b. *Vote to Allow Electronic Participation, if needed – *Chair Smith, Ruth Emerick*
2. **Matters from the Public**
 - a. Comments by the public are limited to no more than two (2) minutes per person. 7:05 – 7:10
 - b. Comments provided via email, online, website, etc. (*Read by Ruth Emerick*)
3. ***Presentations**
 - a. 2026 General Assembly Preview – *David Blount* 7:10 – 7:20
 - b. Safe Streets and Roads for All Implementation Funding Opportunity – *Gorjan Gjorgjievski* 7:20 – 7:30
4. ***Consent Agenda – Chair Smith**
 - a. *Minutes of November 6, 2025, Commission Meeting 7:30 – 7:30
 - b. *October Financial Reports
 - i. October Dashboard Report
 - ii. October Consolidated Profit & Loss Statement
 - iii. October Balance Sheet
 - iv. October Accrued Revenue Report
5. ***New Business**
 - a. TJPDC Corporation 101 – *Ruth Emerick* 7:30 – 7:40
 - b. *2026 Calendar of Meetings – *Christine Jacobs* 7:40 – 7:45
6. **Old Business**
 - a. none 7:45 – 7:45
7. **Executive Director's Report**
 - a. Monthly Report – *Christine Jacobs* 7:45 – 7:55
8. **Other Business**
 - a. Roundtable Discussion by Jurisdiction 7:55 – 8:30
 - b. Next Meeting – No January Meeting
 February 5, 2025, 7:00 pm – **All-Virtual**
 Items for next meeting:
 - i. New Commission Member Orientation, if needed
 - ii. FY27 PATH/Mobility Management Grant Application – Presentation, Resolution
 - iii. FY27 Rideshare Grant Application – Presentation, Resolution
 - iv. Deliver FY26 Amended Operating Budget Draft – No Action
 - v. December 2025 Financials
 - vi. FY26 Quarter Two (Oct-Dec) Financial Report
 - vii. Committee/Partnership Appointments, if needed
9. ***ADJOURN** 8:30

* Designates Items to be Voted On



TJPD Commissioners	
Ned Gallaway	Albemarle County
Mike Pruitt	Albemarle County
Tony O’Brien	Fluvanna County
Keith Smith, Chair	Fluvanna County
Tim Goolsby	Greene County
James Higgins	Greene County
Tommy Barlow	Louisa County
Manning Woodward	Louisa County
Jesse Rutherford	Nelson County
Ernie Reed	Nelson County
Michael Payne, Vice Chair	City of Charlottesville
Philip d’Oronzio, Treasurer	City of Charlottesville

TJPDC Staff	
Christine Jacobs	Executive Director
David Blount	Deputy Director
Ruth Emerick	Chief Operating Officer
Laura Greene	Finance and HR Director
Taylor Jenkins	Director of Transportation
Lucinda Shannon	Senior Regional Planner
Sara Pennington	TDM Program Manager
Laurie Jean Talun	Regional Program Manager
Logan Ende	Regional Housing Planner II
Lori Allshouse	VATI Program Director
Joe Klodzinski	VATI Administrative Assistant
Gorjan Gjorgjievski	Regional Transportation Planner II
Isabella O’Brien	Regional Environmental Planner II
Sarah Simba	Regional Transportation Planner II
Otis Collier	BRCTB Compliance Agent
Gretchen Thomas	Administrative Assistant
Vacant	PATH Transportation Assistant
Igor Kalina	PATH Transportation Counselor
Emily London	AmeriCorps VISTA Member – Housing

TJPDC fully complies with Title VI of the Civil Rights Act of 1964 in all programs and activities. TJPDC provides reasonable accommodations for persons who require special assistance to participate in public involvement opportunities. For more information, to request language translation or other accommodations, or to obtain a Discrimination Complaint Form, contact Lucinda Shannon at (434) 979-7310, lshannon@tjpd.org or visit the website www.tjpd.org.

Legislative Update

December 2025



1

Legislative Update

- 2026 General Assembly convenes January 14
- 60-day “long” session; adjournment set for March 14
- Democrats will control Executive branch and both chambers of the legislature
 - House of Delegates is 64-36
 - Senate is 21-19
 - Several special elections forthcoming
- Prefiling of bills for 2026 session began November 17



2

Legislative Update

- State Budget
 - Governor introduces FY26 amendments and proposed FY27/28 biennial budget on December 17.
 - State revenues are exceeding expectations in the current fiscal year.
 - \$4 - \$5 billion expected to be available for appropriation over the next two-year state budget period as a result of expected revenue growth and carry forward balances.
 - FY27 Revenue Growth (estimated) 2.6% – 3.1%
 - FY28 Revenue Growth (estimated) 3.4% – 3.6%



3

Legislative Update

- Mandatory expenditures over FY27/28 will quickly eat into those amounts.
- Most of the mandatory expenditures are in the following areas:
 - Medicaid (\$2.8 billion across the two years)
 - K-12 rebenchmarking (nearly \$1 billion)
 - Children's Services Act (about \$180 million)
- Costs associated with conforming to various federal individual and business tax policy changes (H.R. 1) could cost the state \$1.1 billion.
- Legislators propose amendments by January 16; House and Senate money committee amendments to be released mid-session.
- Expect to see proposals/discussion on generating additional state revenues.



4

Legislative Update

□ Economy/Budget Risks

- Impacts of tariffs ■ Further federal disinvestment ■ Labor force challenges ■ Federal employment and contracts ■ A 2026 government shutdown ■ A.I. bubble

□ Of Note

- “For the upcoming biennium, identified budget needs beyond mandatory spending will only be met because of the availability of carry-forward balances. While mandatory program increases can be met, high priority expenditures will have to be weighed and balanced against one another.”



5

Legislative Update

□ Legislation

- Expect roughly 2,000+ bills to be introduced
- Local governments will again play DEFENSE on land use/local authority legislation (housing, energy, etc.)
- New Administration and a non-election year.
- What will legislators tackle? Budget; energy; tax reform; housing affordability; retail cannibal; transit/transportation; etc.



6

Legislative Update

Questions?



Safe Streets and Roads for All (SS4A) FY26 Potential Implementation Activities

Thomas Jefferson Planning District Commission Move Safely Blue Ridge

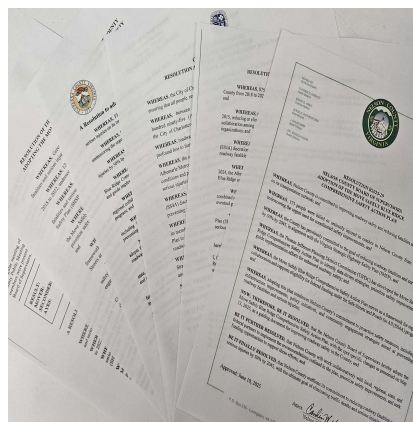
December 4, 2025



1

Commitment to Roadway Safety

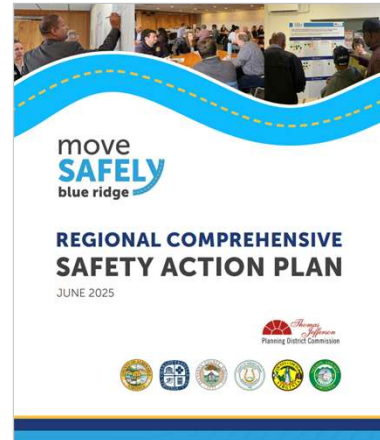
- ❑ Goal: Halving the total number of fatalities and serious injuries by 2045
- ❑ All jurisdictions adopted the **Move Safely Blue Ridge Comprehensive Safety Action Plan**
- ❑ Implementation projects in the plan are essential to meeting regional goals



2

Overview of SS4A Implementation Funding

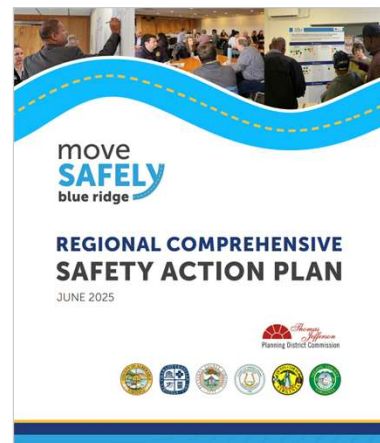
- ❑ Final funding round (FY2026): \$1 billion available
- ❑ 20% non-federal match required
- ❑ Eligible lead applicants: Counties, Cities, PDCs, MPOs
- ❑ Projects must be in an FHWA-approved Safety Action Plan (**Move Safely Blue Ridge**)
- ❑ Eligible activities include:
 - Infrastructure projects
 - Systemic safety improvements
 - Speed management strategies
 - Behavioral safety interventions



3

Overview of SS4A Implementation Funding

- ❑ Gauge local interest in pursuing implementation funding ahead of FY26 Notice of Funding Opportunity (NOFO)
- ❑ Assess interest in participating in a **bundled, regional application** with TJPDC serving as the lead applicant to support administration
- ❑ Work with local staff to identify priority projects or corridors that jurisdictions may want to include in an application



4

Key Highlights from Regional Implementation Grant Case Studies

- ❑ Regional awards have supported both single and multi-jurisdiction projects
- ❑ Successful projects include **multimodal safety elements**
- ❑ Strong applications must:
 - Align with **High Injury Network** priorities
 - Include **evidence-based, low-cost strategies** across broad areas
 - Identify **local needs and funding commitments** per jurisdiction
 - Include **formal commitments** from participating localities



Safe System Approach (Source: USDOT)

5

Regional Collaboration Case Study – George Washington Regional Commission

- ❑ **Total Project Cost: \$27,208,188**
- ❑ **Tidewater Trail Corridor Improvements**
 - Improve safety, traffic flow, and multimodal access along Tidewater Trail corridor
 - Upgrade key intersections with new signals, pedestrian crossings, and lighting
 - Reconfiguring the roadway to improve traffic operations and reduce congestion
 - Adding new sidewalks, a shared-use path, and enhanced pedestrian connections
 - Improving transit access with a designated pull-off area, shelter, and benches

6

Regional Collaboration Case Study – Indian Nations Council of Governments

- ❑ **Total Project Cost:** \$26,500,000
- ❑ **Joint Applicants**
 - Counties of Tulsa and Wagoner
 - Cities of Broken Arrow, Jenks, and Owasso
- ❑ **Regional Safety Improvements**
 - Upgrading traffic signal backplates (reflective yellow)
 - Flashing yellow arrow traffic signal heads
 - Advanced warning signage for signalized intersections
 - Enhanced stop-controlled intersection signage
 - Upgrade stop-controlled intersections to LED stop signs
 - Post mounted speed feedback signs
 - Mid-block crossings
 - Rectangular rapid flash beacons at pedestrian crossings

7

Regional Collaboration Case Study – Denver Regional Council of Governments

- ❑ **Total Project Cost:** \$16,220,000
- ❑ **Regional Safety Improvements**
 - Collaborative application with eight local partners
 - Installation of hybrid pedestrian beacons, signal upgrades, and mast arm replacements to improve pedestrian crossings and reduce left-turn crashes.
 - A citywide speed limit safety study to guide data-driven decisions for future safety improvements.
 - A comprehensive approach that integrates capital investments with planning efforts to deliver long-term safety benefits across the region.

8

Systemic Improvements Captured in Plan



9

Spot Specific Improvements

- ❑ Total of 43 spot specific improvements in the region
 - 7 in Albemarle County
 - 9 in the City of Charlottesville
 - 5 in Fluvanna County
 - 9 in Greene County
 - 8 in Louisa County
 - 5 in Nelson County



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Timeline for Application Process

- ❑ Application Development and Supportive Materials in coordination with VDOT – As early as January 2026
 - Project Scope, Cost Estimates, Resolutions of Support, VDOT support letters and coordination, MOUs
 - Other needed items from the SS4A Implementation project [checklist](#)
- ❑ Anticipated FY26 SS4A NOFO Release – March 2026
- ❑ Anticipated Application Deadline – Late June 2026

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Questions?

12

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)

Minutes, November 6, 2025

COMMISSIONERS PRESENT	IN PERSON	REMOTE	STAFF PRESENT	IN PERSON	REMOTE
Albemarle County			Christine Jacobs, Executive Director		x
Ned Galloway	x		David Blount, Deputy Director	x	
Mike Pruitt	x		Ruth Emerick, Chief Operating Officer	x	
Fluvanna County			Laura Greene, Finance & HR Director	x	
Tony O'Brien	x		Taylor Jenkins, Director of Transportation		
Keith Smith, Chair	x		Sara Pennington, TDM Program Manager		
Greene County			Isabella O'Brien, Environmental Planner II		
Tim Goolsby	x		Sarah Simba, Regional Planner II		
James Higgins	x				
Louisa County					
Tommy Barlow	x				
Manning Woodward		x			
Nelson County					
Ernie Reed	x		GUESTS/PUBLIC PRESENT		
Jesse Rutherford	x		David Foley, RFC	x	
City of Charlottesville			Kaiden Pritchett	x	
Phil d'Oronzio, Treasurer	x				
Michael Payne, Vice Chair					

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 7:00 pm. Ruth Emerick, Chief Operating Officer, took attendance and certified that a quorum was present.

b. Vote to Allow Electronic Participation:

The in-person Commissioners considered allowing remote participation for the following commissioners per the Commission's remote participation policy: Manning Woodward participated from Louisa, VA for a personal reason.



Motion/Action: On a motion by Phil d’Oronzio, seconded by Jesse Rutherford, the Commission unanimously allowed Manning Woodward to participate remotely at the November 6, 2025 meeting.

2. MATTERS FROM THE PUBLIC:

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

3. PRESENTATIONS:

a. FY25 Annual Financial Audit Report

Laura Greene, Finance Director, introduced auditor David Foley of Robinson, Farmer Cox Associates. Mr. Foley presented the results of the FY25 financial audit, which included an audit of the TJPDC’s financial statements, internal controls over financial reporting, and federal compliance. The financial statements must follow Generally Accepted Accounting Principles (GAAP). The internal controls for financial reporting must follow Government Auditing Standards. A federal compliance single audit must be conducted when over \$750,000 of federal grant funds are received.

TJPDC’s FY25 financial statements received an unmodified opinion, having been prepared in accordance with generally accepted accounting principles; there were no adjustments to the internal controls over financial reporting; and there were no significant deficiencies or material weaknesses and no items of noncompliance regarding federal compliance. The Finance/Executive Committee received a detailed presentation on the audit and recommended approval of the FY25 audit at their meeting earlier in the evening.

Motion/Action: On a motion by Phil d’Oronzio, seconded by Mike Pruitt, the Commission accepted the FY25 Financial Audit, as presented.

b. Quarter One (July – September) Financial Report

Laura Greene provided an overview of the first quarter FY26 financial picture, reporting that the net quick assets have increased during quarter one and the unrestricted cash on hand is well above the financial target.

4. CONSENT AGENDA:

- a. **Minutes of the October 2, 2025, Meeting**
- b. **September Financial Reports**
- c. **DHCD Annual Funding Agreement – FY26**

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

5. NEW BUSINESS:

a. Financial Management Policy Revision (Redline and Final)

Ruth Emerick presented several changes to the policy, which provide protocols for reviewing and processing payroll and clarify language related to electronic payments versus the paper check signatory process.

Motion/Action: On a motion by Phil d’Oronzio, seconded by Michael Pruitt, the Commission unanimously approved the proposed amendments to the TJPDC Financial Management Policy, effectively immediately.

b. Regional Water Supply Planning Grant Application

Ruth Emerick shared that a Regional Water Supply Planning Grant Application for FY26 funds was submitted to Virginia DEQ and the TJPDC has received notice of a subsequent award. These funds will support the ongoing planning work to develop a regional water supply plan for the Middle James 1 Regional Planning Unit.

Motion/Action: On a motion by Jesse Rutherford, seconded by Phil d’Oronzio, the Commission unanimously approved a motion to accept the Virginia Department of Environmental Quality grant for Regional Water Supply planning and authorize the Executive Director to take all actions necessary to manage the agreement.

c. Community Development Block Grant Regional Priorities

David Blount presented an overview of the DHCD CDBG program, which annually requests regional project priorities from the Commonwealth’s Planning District Commissions. The TJPDC seeks notice from local government staff of anticipated CDBG applications so the projects can be included in the CDBG priority list.

Motion/Action: On a motion by Phil d’Oronzio, seconded by Tony O’Brien, the Commission unanimously approved the 2025 CDBG priorities as presented.

6. OLD BUSINESS:

a. Regional Transit Partnership (RTP) Dissolution and Administration MOU for CARTA

David Blount presented an official dissolution letter that, once signed, will be sent to the governing boards of the voting members of the Regional Transit Partnership. The letter requests that all existing members agree to dissolve the RTP through an amendment to the original Memorandum of Understanding. Additionally, Mr. Blount presented a draft Memorandum of Understanding detailing the roles of the Thomas Jefferson Planning District Commission and the two initial voting members of

the Charlottesville-Albemarle Regional Transit Authority (CARTA) board, City of Charlottesville and Albemarle County. The CARTA MOU will be forwarded to the governing boards of the voting members for approval.

Motion/Action: On a motion by Phil d’Oronzio, seconded by Tim Goolsby, the Commission unanimously agreed to a motion to 1) authorize the Chair and the Executive Director to sign a letter formally requesting the dissolution of the Regional Transit Partnership; 2) authorize the Chair to sign the Regional Transit Partnership MOU Amendment; and 3) authorize the Executive Director to sign the Charlottesville-Albemarle Regional Transit Authority MOU, as presented.

b. Resolution of Appreciation for the RTP and Chair

David Blount highlighted key elements of a draft resolution of appreciation for the Regional Transit Partnership, including the role the RTP played in laying the foundation for a stronger, more coordinated regional transit system. Further, the resolution commends the RTP chair, Diantha McKeel for her diligence, vision, and steadfast leadership while serving as the first and only chair of the Regional Transit Partnership.

Motion/Action: On a motion by Michael Priutt, seconded by Tony O’Brien, the Commission unanimously approved the resolution and authorized The Chair and Executive Director to sign it and present it to the RTP and Chair at their November meeting.

7. EXECUTIVE DIRECTOR’S REPORT:

Monthly Report

David Blount noted that Christine Jacob’s full report was included in the meeting packet. He highlighted the November 18 joint CARTA Board/Regional Transit Partnership meeting, which will be the final meeting of the Regional Transit Partnership, and Commissioners are invited to attend.

8. OTHER BUSINESS:

- a. Roundtable Discussion by Jurisdiction:** Each Commissioner was invited to share updates from their jurisdiction.
- b. Next Meeting – December 4, 2025, 7:00 pm (In Person) (The February 2026 meeting will be All-Virtual)**
 - i. 2026 General Assembly Preview
 - ii. 2026 Calendar of TJPDC Meetings
 - iii. Watershed Improvement Program (WIP) Update
 - iv. TJPDC Corporation 101
 - v. UVA Community Credit Union – Housing Study (tentative)

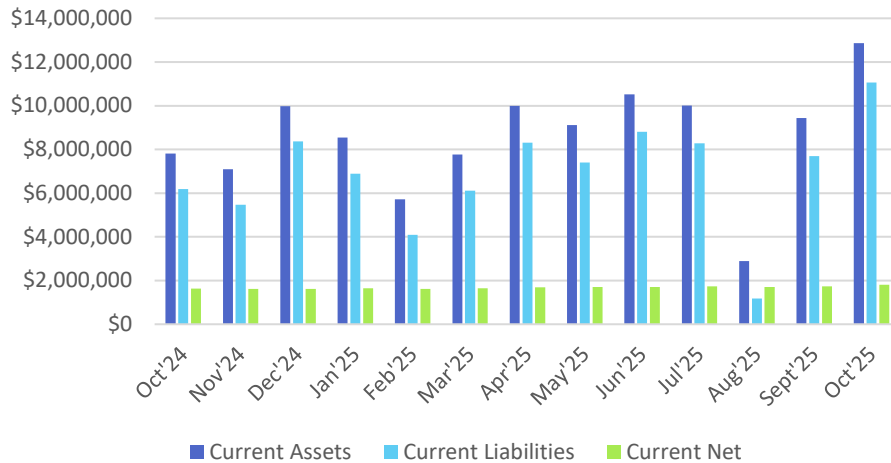
9. ADJOURNMENT:

Motion/Action: On a motion by Jesse Rutherford, seconded by Tommy Barlow, the Commission unanimously voted to adjourn the November 6, 2025, Commission meeting at 8:16 pm.

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

NET QUICK ASSETS

Target = \$1,310,698 (8 months operating expenses)
12 Month Average Monthly Operating Expenses = \$163,837



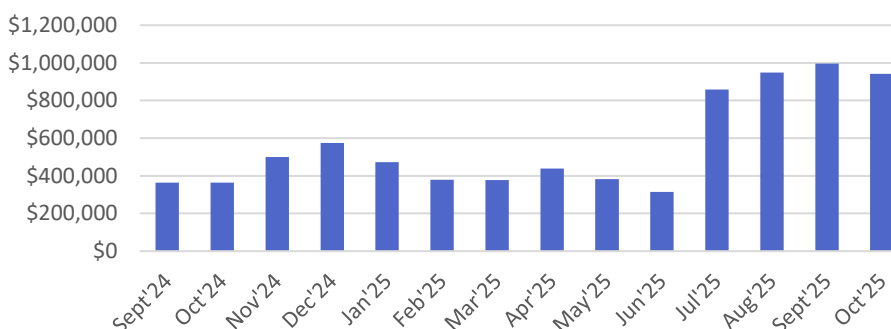
MONTHLY NET QUICK ASSETS

Oct'24 = \$1,624,878
Nov'24 = \$1,624,250
Dec'24 = \$1,622,485
Jan'25 = \$1,646,439
Feb'25 = \$1,621,230
Mar'25 = \$1,650,494
Apr'25 = \$1,689,807
May'25 = \$1,707,945
Jun'25 = \$1,711,040
Jul'25 = \$1,727,850
Aug'25 = \$1,712,139
Sept'25 = \$1,735,245
Oct'25 = \$1,811,900

NET QUICK ASSETS are the highly liquid assets held by the agency, including cash, marketable securities, and accounts receivable. Net quick assets (NQA) are calculated as current assets (cash + marketable securities + prepaid assets + accounts receivable) minus current liabilities of payables and deferred revenue. The target is 8 months of operating expenses (TJPDC costs minus pass-through and project contractual expenses), based on a rolling twelve-month average. The Commission has earmarked excess NQA above the target as Capital Reserves. As of the end of October 2025, the TJPDC had 11.06 months of operating expenses. The rolling twelve-month average operating expenses increased to \$163,837. The 3-month average operating expenses decreased to \$174,782. Actual operating expenses for October were \$176,447. Capital reserves on October 31st were \$501,202 (NQA minus 8 months of operating expenses).

UNRESTRICTED CASH ON HAND

Target = \$983,024 (6 months operating expenses)
Alarm = <\$327,675 (average oper exp 2 mos)



UNRESTRICTED CASH ON HAND

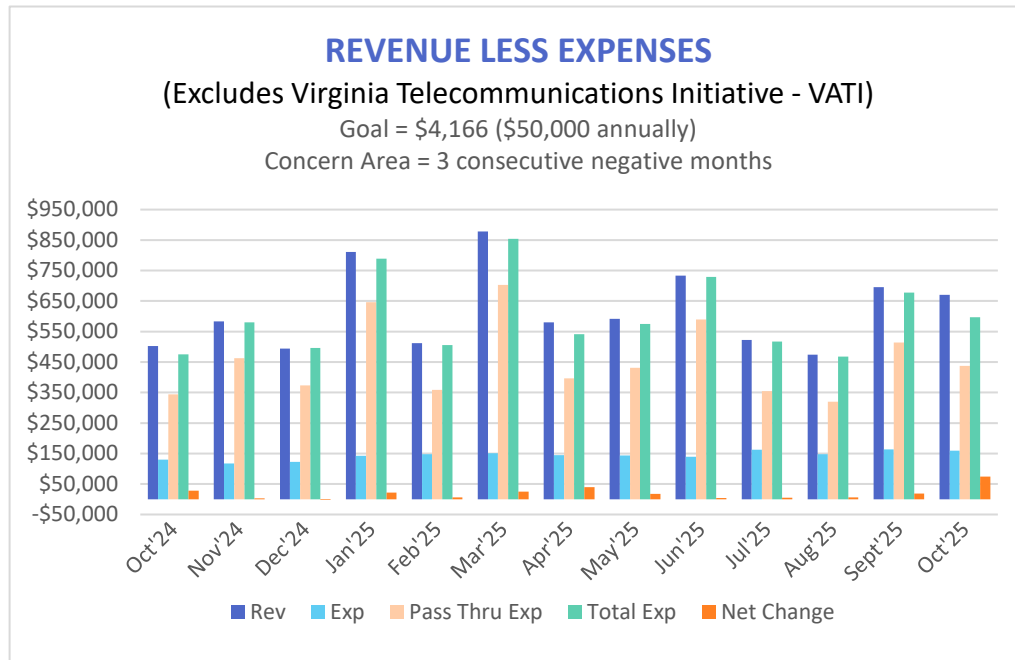
consists of funds held in checking and money market accounts immediately available to TJPDC for expenses. Cash does not include pass-through deposits in transit. Total cash minus notes payable minus deferred revenue = Unrestricted Cash on Hand.

MONTHS OF UNRESTRICTED CASH

divides unrestricted cash on hand by the agency's average

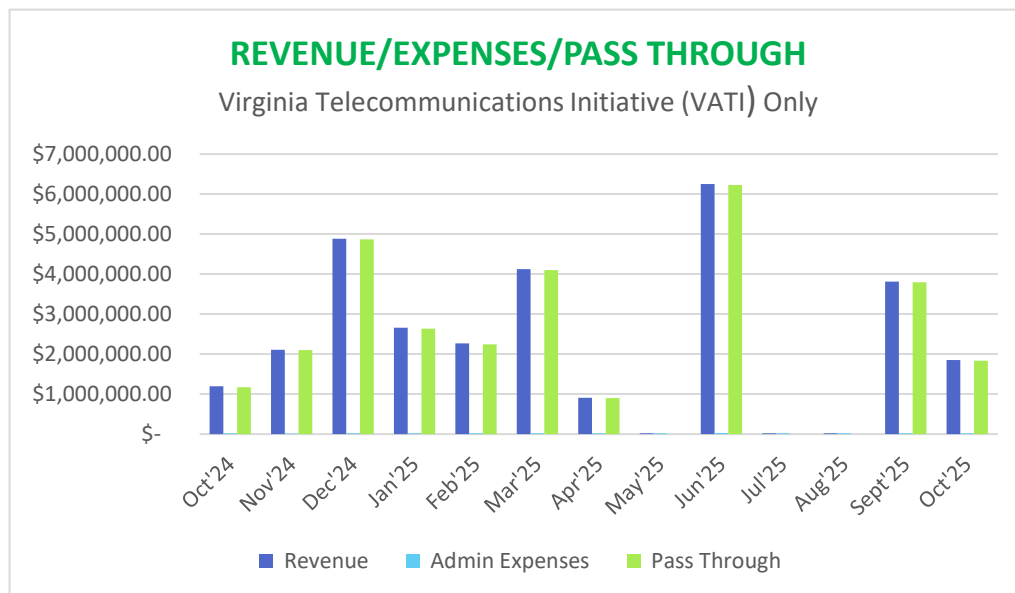
monthly operating expenses to give the number of months of operation without any additional cash received. October financials indicate that there were 5.75 months of unrestricted cash on hand available.

NET REVENUE:



MONTHLY NET REVENUE

Sept'24 = \$14,966
 Oct'24 = \$27,710
 Nov'24 = \$3,008
 Dec'24 = (\$1,936)
 Jan'25 = \$21,787
 Feb'25 = \$6,062
 Mar'25 = \$24,705
 Apr'25 = \$39,522
 May'25 = \$17,301
 Jun'25 = \$4,220
 Jul'25 = \$5,544
 Aug'25 = \$6,503
 Sept'25 = \$18,207
 Oct'25 = \$73,864



MONTHLY ADMIN

Oct'24 = \$17,955
 Nov'24 = \$13,090
 Dec'24 = \$16,873
 Jan'25 = \$23,731
 Feb'25 = \$20,949
 Mar'25 = \$21,050
 Apr'25 = \$17,863
 May'25 = \$17,917
 Jun'25 = \$24,701
 Jul'25 = \$18,866
 Aug'25 = \$20,029
 Sept'25 = \$16,927
 Oct'25 = \$17,505

NET REVENUE is the surplus or shortfall resulting from monthly revenues minus expenses. To prevent skewing of the data, pass through revenue and expenses from the Virginia Telecommunications Program (VATI) have been removed from the Revenue Less Expenses graph/data and are reported separately in the VATI revenues, expenses, and pass-through graph both shown above.

The agency's total net gain in October was \$73,864 (which includes \$52,684 for BRCTB – see note 6 below). The October Accrued Revenue Report shows the total average available funds of \$196,637 for the remaining 8 months in FY26, which is ample revenue to cover projected expenses.

NOTES

1. Target is a reasonable expectation that the TJPDC may reach this level to achieve our long-range financial goals. A plan will be developed showing how these target goals are expected to be achieved through daily financial management practices.
2. Concern is a level where staff will immediately identify causes of the change in financial position, whether this is a special one-time circumstance caused by a financial action or whether a trend is emerging caused by one of more operational or financial circumstances and prepare a plan of action to correct or reverse the trend.
3. Back up documentation and details of this Financial Dashboard can be found in the monthly financial statements of Balance Sheet, Consolidated Profit and Loss Report, and the Accrued Revenue Report supplied to the TJPDC Commissioners.
4. The average monthly operating expense is a rolling twelve-month average of operating expenses (TJPDC costs minus pass-through and project contractual expenses).
5. The TJPDC earmarked some of TJPDC's reserves for a building or capital fund in FY18, tied to Net Quick Assets.
6. Effective October 2025 the TJPDC financials will recognize BRCTB member contributions, and the associated interest earned from the funds in the Virginia Investment Pool, as revenue monthly. October 2025 financials incorporate a one-time adjustment to reclassify \$52,498 from deferred revenue to revenues to allow for reporting of the BRCTB fund balance.

Thomas Jefferson Planning District Commission
Consolidated Profit and Loss
October 2025

6:48 PM

11/24/25

Accrual Basis

	Oct 25	Budget	Jul - Oct 25	YTD Budget	Annual Bud...
Ordinary Income/Expense					
Income					
41100 · Federal Funding Source	556,685	3,034,292	7,032,729	12,137,170	36,411,510
4120 · State Funding Source	1,538,801	511,719	1,803,291	2,046,878	6,140,634
4130 · Local Source	403,749	582,750	1,454,611	2,331,000	6,993,000
42000 · Local Match Per Capita	15,414	15,414	61,657	61,656	184,967
4280 · Interest Income	8,503	4,167	25,340	16,667	50,000
4285 · Rent Income	2,155	2,333	8,930	9,333	28,000
4139 · Reserve Transfers	0	2,167	0	8,667	26,000
Total Income	2,525,307	4,152,843	10,386,558	16,611,370	49,834,111
Gross Profit	2,525,307	4,152,843	10,386,558	16,611,370	49,834,111
Expense					
61000 · Personnel	142,859	151,683	576,241	606,731	1,820,194
6900 · Reimb. Overhead Allocation	0	(0)	0	(0)	0
6240 · Advertising / Marketing	649	2,995	7,485	11,979	35,936
62394 · Audit -Legal Expenses	1,382	3,233	3,802	12,933	38,800
6258 · Bank Charges	40	63	88	250	750
6260 · COGS	0	417	0	1,667	5,000
6281 · Dues	475	1,007	5,759	4,029	12,087
6242 · Employee Hiring & Recruitment	0		324		
62850 · Insurance	576	668	2,804	2,673	8,020
6345 · Janitorial Service	356	417	4,342	1,667	5,000
6450 · Meeting Expenses	413	671	3,860	2,684	8,052
6310 · Postage	119	91	501	365	1,096
62890 · Printing/Copier	179	414	761	1,657	4,971
6390 · Professional Dev & Meetings	7,749	2,121	10,907	8,483	25,449
6320 · Rent	9,273	11,546	36,301	46,185	138,555
6280 · Subscription-Publications	86	348	282	1,390	4,170
6290 · Supplies	672	953	2,147	3,813	11,440
63210 · Technology & Equipment	2,026	4,221	13,156	16,884	50,651
6600 · Telephone & Internet Service	1,431	1,370	5,682	5,480	16,441
6380 · TJPDC Contractual Services	1,716	4,102	14,967	16,407	49,222
63300 · Travel	6,446	4,297	15,280	17,187	51,562
9999 · Miscellaneous	0	9,296	0	37,184	111,551
Total Expense	176,447	199,912	704,687	799,649	2,398,946
Net Ordinary Income	2,348,859	3,952,930	9,681,871	15,811,722	47,435,165
Other Income/Expense					
Other Expense					
82999 · Grants Contractual Services	0	23,104	260,784	92,417	277,252
83000 · HOME Pass-Through	132,912	112,136	185,753	448,544	1,345,632
84000 · Grants Pass-Through	2,142,083	3,817,690	9,129,384	15,270,760	45,812,280
Total Other Expense	2,274,995	3,952,930	9,575,920	15,811,722	47,435,165
Net Other Income	(2,274,995)	(3,952,930)	(9,575,920)	(15,811,722)	(47,435,165)
Net Income	73,864	0	105,951	(0)	0

Thomas Jefferson Planning District Commission

Balance Sheet Prev Year Comparison

As of October 31, 2025

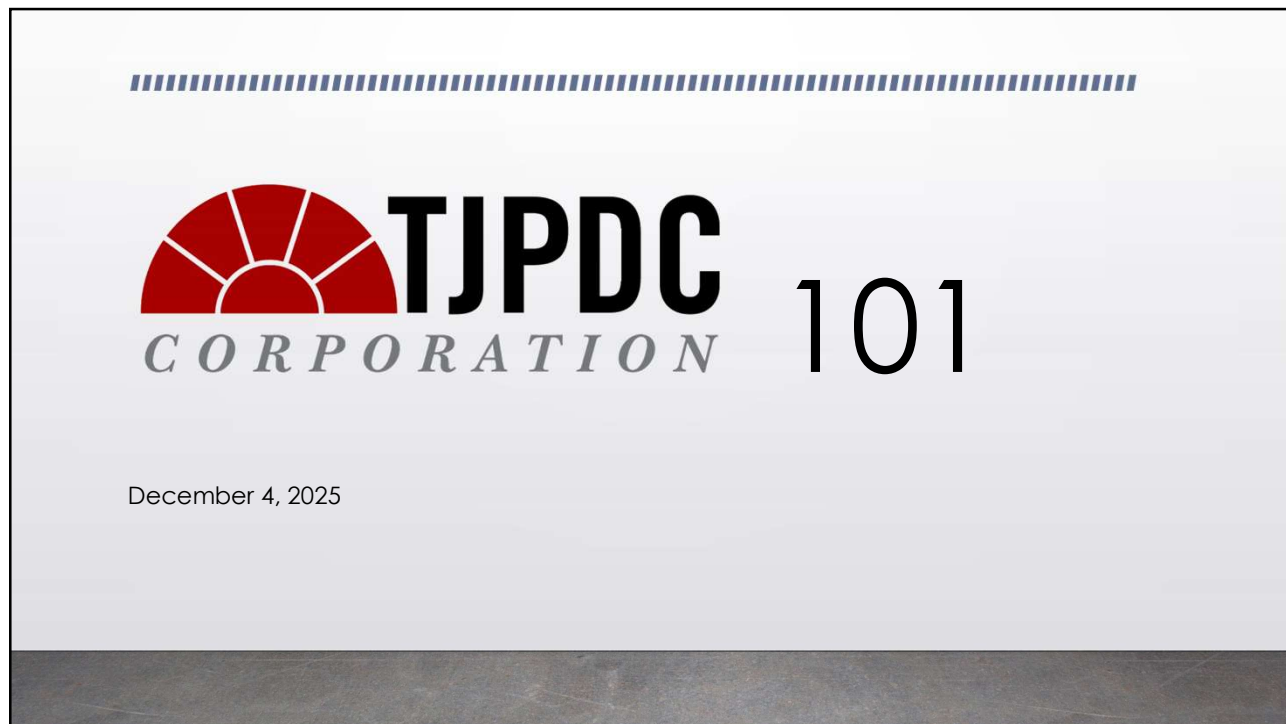
	Oct 31, 25	Oct 31, 24	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1100 · Cash	1,318,324.40	852,989.81	465,334.59
1189 · Capital Reserve	501,202.00	938,960.00	-437,758.00
Total Checking/Savings	1,819,526.40	1,791,949.81	27,576.59
Accounts Receivable			
1190 · Receivable Grants	8,522,025.31	6,722,570.55	1,799,454.76
Total Accounts Receivable	8,522,025.31	6,722,570.55	1,799,454.76
Other Current Assets			
1310 · Prepaid Rent	2,700.00	0.00	2,700.00
1330 · Prepaid Insurance	5,419.32	5,027.96	391.36
1360 · Prepaid Other	16,450.41	10,101.67	6,348.74
1365 · Prepaid County Advance VATI	2,501,263.82	0.00	2,501,263.82
Total Other Current Assets	2,525,833.55	15,129.63	2,510,703.92
Total Current Assets	12,867,385.26	8,529,649.99	4,337,735.27
Fixed Assets			
1411 · Power Edge T340 Server	9,175.61	9,175.61	0.00
1413 · Server Software	5,197.50	5,197.50	0.00
1400 · Office furniture and Equipment	122,334.57	122,334.57	0.00
1499 · Accumulated Depreciation	-125,892.21	-119,855.49	-6,036.72
Total Fixed Assets	10,815.47	16,852.19	-6,036.72
TOTAL ASSETS	12,878,200.73	8,546,502.18	4,331,698.55
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2100 · Accounts Payable-General	8,159,271.06	6,395,975.25	1,763,295.81
Total Accounts Payable	8,159,271.06	6,395,975.25	1,763,295.81
Credit Cards			
2155 · Accounts Payable Credit Card	8,252.70	13,096.11	-4,843.41
Total Credit Cards	8,252.70	13,096.11	-4,843.41
Other Current Liabilities			
2159 · Accrued Expenses	3,226.68	2,943.32	283.36
2160 · Accrued Payroll Payable	6,582.42	19,857.91	-13,275.49
2465 · VRS Optional Life Payable	0.00	0.02	-0.02
2800 · Deferred Revenue	2,878,152.03	500,371.79	2,377,780.24
Total Other Current Liabilities	2,887,961.13	523,173.04	2,364,788.09
Total Current Liabilities	11,055,484.89	6,932,244.40	4,123,240.49
Long Term Liabilities			
2200 · Leave Payable	74,932.10	50,376.63	24,555.47
Total Long Term Liabilities	74,932.10	50,376.63	24,555.47
Total Liabilities	11,130,416.99	6,982,621.03	4,147,795.96
Equity			
3000 · General Operating Fund	1,129,815.43	541,483.64	588,331.79
3100 · Restricted Capital Reserve	501,202.00	938,960.00	-437,758.00
3600 · Net Investment in Fixed Assets	10,815.47	16,852.19	-6,036.72
Net Income	105,950.84	66,585.32	39,365.52
Total Equity	1,747,783.74	1,563,881.15	183,902.59
TOTAL LIABILITIES & EQUITY	12,878,200.73	8,546,502.18	4,331,698.55

Accrued Revenue by Grant or Contract			For Year Ending June 30, 2026									
Program Code	PROGRAM CONTRACTS/GRANTS Without Pass-Thrus	TOTAL PROGRAM CONTRACT/ GRANT AMOUNT	JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	YEAR TO DATE FY26	PREVIOUS YEARS	ESTIMATED BUDGET AMOUNT FOR FY27+	GRANT TO DATE	GRANT- CONTRACT REMAINING FY26	NOTES
299	State Support to PDC (DHCD)	\$ 145,098					\$ -	\$ -	\$ -	\$ -	\$ 145,098	State funding to TJPDC General/Contingency
112	TJPDC Corporation	\$ 1,701	\$ 254	\$ 414	\$ 451	\$ 583	\$ 1,701	\$ -	\$ -	\$ 1,701	\$ (0)	501(c)3 Non-profit Arm
110	Bank Interest	\$ 22,365	\$ 5,673	\$ 5,691	\$ 5,474	\$ 5,527	\$ 22,365	\$ -	\$ -	\$ 22,365	\$ 0	Interest Earned from TJPDC
760	BRCTB One-time Adjust + Bank Interest	\$ 52,687				\$ 52,687	\$ 52,687	\$ -	\$ -	\$ 52,687	\$ -	Fund Balance Adjustment + Interest Earned from BRCTB Sources
120	SCRC	\$ 23,723	\$ 638	\$ 127	\$ 4,224	\$ 339	\$ 5,327	\$ 18,395		\$ 23,722	\$ 0	*SCRC Cooperative Agreement (Oct 1-Sept 30)
170/171	Rural Transportation	\$ 58,000	\$ 4,318	\$ 4,393	\$ 4,379	\$ 6,487	\$ 19,577	\$ -	\$ -	\$ 19,577	\$ 38,423	VDOT Rural Transp Planning
273	Water Street Center & Office Leases	\$ 8,930	\$ 2,325	\$ 2,295	\$ 2,155	\$ 2,295	\$ 8,930	\$ -	\$ -	\$ 8,930	\$ -	Rental Fees
277	Legislative Liaison	\$ 114,245	\$ 5,285	\$ 8,175	\$ 13,087	\$ 18,500	\$ 45,046	\$ -	\$ -	\$ 45,046	\$ 69,198	*Legislative Operations
278	VAPDC-ED	\$ 56,100	\$ 4,675	\$ 4,890	\$ 4,675	\$ 4,942	\$ 19,182	\$ -	\$ -	\$ 19,182	\$ 36,918	Contract for Admin Services
296	Member Per Capita	\$ 202,917	\$ 15,414	\$ 15,414	\$ 15,414	\$ 15,414	\$ 61,657	\$ -	\$ 9,899	\$ 61,657	\$ 131,362	Local Govt Annual Contributions (Includes \$17,949 in FY25 Deferred Rev.)
303	Solid Waste	\$ 11,235	\$ 526	\$ 106	\$ 1,774	\$ 595	\$ 3,002	\$ -	\$ -	\$ 3,002	\$ 8,233	*Contract for annual reporting
907	WIP Phase III - Contract #8	\$ 58,000	\$ 6,875	\$ 4,558	\$ 5,647	\$ 8,223	\$ 25,302	\$ 20,078		\$ 45,380	\$ 12,620	Watershed Improvement Plan
907	WIP Phase III - Contract #9	\$ 58,000					\$ -		\$ 29,000	\$ -	\$ 29,000	*Watershed Improvement Plan (Pending application/award)
908	RRBC	\$ 11,235	\$ 1,272	\$ 2,135	\$ 5,592	\$ 113	\$ 9,112	\$ -	\$ -	\$ 9,112	\$ 2,123	*Rivanna River Basin Commission annual contributions and event fees
Program Code	PROGRAM CONTRACTS/GRANTS With Pass-Thrus	\$ -										
172	Safe Streets and Roads for All (SS4A)	\$ 82,198	\$ 1,814	\$ 5,703	\$ 3,989	\$ 159	\$ 11,665	\$ 70,533	\$ -	\$ 82,198	\$ (0)	*Estimated Completion - Sept 2025
	SS4A Pass-Thru	\$ 996,748	\$ 38,490	\$ 18,830	\$ 18,065	\$ -	\$ 75,385	\$ 910,262	\$ -	\$ 985,647	\$ 11,101	*Pass through to Kimley Horn, AvidCore, and VDOT
180-25	Mobility Management - 2025	\$ 194,790	\$ 12,927	\$ 13,031	\$ 14,936	\$ -	\$ 40,893	\$ 153,896	\$ -	\$ 194,790	\$ (0)	*Mobility Management - Oct 1 - September 30, 2025
	Mobility Management Pass-Thru - 2025	\$ 11,831			\$ -	\$ -	\$ -	\$ 11,831	\$ -	\$ 11,831	\$ -	Contracted with JABA (2 months)
180-26	Mobility Management - 2026 (5310 other capital)	\$ 309,770			\$ -	\$ 16,967	\$ 16,967	\$ -	\$ 84,985	\$ 16,967	\$ 207,818	*Mobility Management - Oct 1 - September 30, 2026
	Mobility Management - 2026 Cap Pass-Thru	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	*No capital pass-thru
180-26.1	Mobility Management - 2026 (5310 operating)	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	*Mobility Management - Oct 1 - September 30, 2026
	Mobility Management Pass-Thru - 2026	\$ 6,053			\$ -	\$ -	\$ -	\$ -	\$ 1,513	\$ -	\$ 4,539	PATH Volunteer Driver Assistance & mileage reimbursement
180B-Local	Mobility Management - Branding / Other	\$ 17,473	\$ 231	\$ 501	\$ 758	\$ 169	\$ 1,659	\$ 9,787	\$ -	\$ 11,446	\$ 6,028	*BAMA grant, CACF grant, UVA contribution to support Mobility Mgmt
	Mobility Management Pass-Thru	\$ 30,027			\$ -	\$ -	\$ -	\$ 30,027	\$ -	\$ 30,027	\$ -	Branding/Marketing Consultant for Mobility Management
180C-RTAP	Mobility Management - RTAP Grant	\$ 5,429	\$ -	\$ 1,031		\$ -	\$ 1,031	\$ 4,398	\$ -	\$ 5,429	\$ -	RTAP Training Grant
180D-TAF	PATH - Transportation Asst. Fund	\$ 5,000	\$ -	\$ 247	\$ 362	\$ 801	\$ 1,410	\$ 424	\$ -	\$ 1,834	\$ 3,166	PATH Transportation Assistance Fund
181	RTP - Admin	\$ 61,000	\$ 5,980	\$ 2,896	\$ 7,350	\$ 9,808	\$ 26,034	\$ -	\$ -	\$ 26,034	\$ 34,966	*Regional Transit Partnership
185	CARTA - Admin	\$ 40,000			\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 30,000	*CARTA
	CARTA Pass-Thru	\$ 160,000			\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 120,000	*
190/195/198	MPO-PL	\$ 308,793	\$ 29,829	\$ 18,573	\$ 23,739	\$ 31,213	\$ 103,355	\$ -	\$ -	\$ 103,355	\$ 205,439	*MPO PL Transportation Planning - Passive Roll Over Permitted
	MPO - PL - Consultant Pass-Thru	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	LRTP Support Consultant
191/196/199	MPO-FTA	\$ 132,384	\$ 19,942	\$ 15,132	\$ 15,550	\$ 14,962	\$ 65,584	\$ -	\$ -	\$ 65,584	\$ 66,800	MPO FTA Transit Planning (ext. to 12/31/25 to use remaining FY25 funds)
	MPO - FTA Pass Thru	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Consultant Pass-thru if needed
193/193.1/193.3	Rideshare - Admin (includes RTAP Grants)	\$ 189,533	\$ 14,499	\$ 17,942	\$ 11,345	\$ 11,656	\$ 55,443	\$ -	\$ 3,759	\$ 55,443	\$ 130,331	Rideshare TDM Program Mktg & Mgmt (not eligible for roll over)
	Rideshare Pass-Thru	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
726	HOME ARP - Admin	\$ 367,841	\$ 1,766	\$ 2,533	\$ 3,428	\$ 4,582	\$ 12,310	\$ 164,274	\$ 159,246	\$ 176,584	\$ 32,011	*HUD-ARPA Planning funds (not to exceed 5% of grant)
	HOME ARP Pass-Thru	\$ 2,084,430	\$ 20,438	\$ 4,013	\$ 1,100	\$ 115,041	\$ 140,592	\$ 132,875	\$ 1,540,891	\$ 273,467	\$ 270,072	*Admin includes Consultant for Gap Analysis
727-22	HOME-22 TJPDC Admin	\$ 74,783	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,783	\$ -	\$ 74,783	\$ -	*HUD HOME-22 Housing Grants Admin
	HOME-22 Pass-Thru	\$ 698,069	\$ -	\$ 7,234	\$ 12,290	\$ -	\$ 19,524	\$ 401,916	\$ 74,038	\$ 421,440	\$ 202,590	*HUD HOME-22 Housing Grants Construction
727-23	HOME-23 TJPDC Admin	\$ 78,529	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78,529	\$ -	\$ 78,529	\$ -	*HUD HOME-23 Housing Grants Admin
	HOME-23 Pass-Thru	\$ 718,217	\$ -	\$ -	\$ 7,766	\$ 17,871	\$ 25,637	\$ 206,577	\$ 306,984	\$ 232,214	\$ 179,019	*HUD HOME-23 Housing Grants Construction
727-24	HOME-24 TJPDC Admin	\$ 65,111	\$ 2,614	\$ 3,992	\$ 1,980	\$ 1,433	\$ 10,019	\$ 183	\$ 38,957	\$ 10,202	\$ 15,952	*HUD HOME-24 Housing Grants Admin
	HOME-24 Pass Thru	\$ 586,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,475	\$ 303,915	\$ 79,475	\$ 202,610	*HUD HOME-24 Housing Grants Construction
727-25	HOME-25 TJPDC Admin	\$ 68,701				\$ -	\$ -	\$ -	\$ 51,526	\$ -	\$ 17,175	*HUD HOME-24 Housing Grants Admin
	HOME-25 Pass Thru	\$ 618,308				\$ -	\$ -	\$ -	\$ 463,731	\$ -	\$ 154,577	*HUD HOME-24 Housing Grants Construction
728-23	Housing Preservation Grant-23 - Admin	\$ 31,865				\$ -	\$ -	\$ 31,865	\$ -	\$ 31,865	\$ -	*USDA Housing Repair Admin
	HPG-23 Pass-Thru	\$ 180,570	\$ 3,200	\$ 6,298		\$ -	\$ 9,498	\$ 170,099	\$ -	\$ 179,597	\$ 973	*USDA Housing Repair Construction
728-24	Housing Preservation Grant-24 - Admin	\$ 20,370	\$ 4,067	\$ 3,978	\$ 2,066	\$ 2,093	\$ 12,203	\$ 4,012	\$ -	\$ 16,215	\$ 4,154	*USDA Housing Repair Admin
	HPG-24 Pass-Thru	\$ 115,427	\$ 26,319	\$ 3,702	\$ -	\$ 5,200	\$ 35,221	\$ 55,131	\$ -	\$ 90,352	\$ 25,075	*USDA Housing Repair Construction
729	Regional Housing Partnership	\$ 49,501	\$ 1,757	\$ 2,576	\$ 15,381	\$ 4,865	\$ 24,579	\$ -	\$ -	\$ 24,579	\$ 24,922	Regional Housing Partnership
	RHP - Consultant Pass-Thru	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
730.1/730.2/730.3	RHP Housing Study	\$ 138,727	\$ 7,491	\$ 5,901	\$ 4,625	\$ 4,012	\$ 22,028	\$ 37,139	\$ 44,546	\$ 59,167	\$ 35,014	Regional Housing Study Grant
	RHP Housing Study Pass-Thru	\$ 148,330	\$ -			\$ -	\$ -	\$ -	\$ 48,141	\$ -	\$ 100,189	
733	VA Housing Development - Admin	\$ 199,500	\$ 3,760	\$ 1,505	\$ 2,170	\$ 3,551	\$ 10,986	\$ 152,805.72	\$ 7,000	\$ 163,792	\$ 28,708	*VA Housing PDC - Admin
	VA Housing Pass-Through	\$ 1,800,500	\$ -	\$ -	\$ 183,450	\$ -	\$ 183,450	\$ 1,616,728.11		\$ 1,800,178	\$ 322	*VA Housing PDC - Construction/Partnership
760	Blue Ridge Cigarette Tax Board	\$ 130,466	\$ 11,253	\$ 7,027	\$ 9,809	\$ 9,662	\$ 37,751	\$ -	\$ -	\$ 37,751	\$ 92,715	Includes Administrative Fees
	Cig Tax Pass-Through	\$ 3,259,537	\$ 304,403	\$ 279,820	\$ 289,486	\$ 298,589	\$ 1,172,298	\$ -	\$ -	\$ 1,172,298	\$ 2,087,239	Pass through - direct costs
761	VATI 22 - Admin	\$ 875,000	\$ 15,740	\$ 14,224	\$ 11,639	\$ 13,191	\$ 54,794	\$ 677,906	\$ 98,523	\$ 732,700	\$ 43,778	*VATI Admin - 36-42 months
	VATI 22 Pass-Through	\$ 117,850,904			\$ 6,074,073	\$ 324,259	\$ 6,398,331	\$ 81,354,997	\$ 9,990,853	\$ 87,753,328	\$ 20,106,723	*Program/Construction Pass-Through
762	VATI 24 - Admin	\$ 280,062	\$ 3,125	\$ 5,806	\$ 5,288	\$ 4,314	\$ 18,533	\$ 41,241	\$ 103,957	\$ 59,774	\$ 116,331	*VATI Admin - 18 months
	VATI 24 Pass-Through	\$ 13,008,438	\$ -	\$ -	\$ -	\$ 1,513,225	\$ 1,513,225	\$ -	\$ 7,508,438	\$ 1,513,225	\$ 3,986,775	*Program/Construction Pass-Through
901	DEQ Septic Program - Admin	\$ 18,390	\$ 297	\$ 1,240	\$ 284	\$ 495	\$ 2,316	\$ 4,198	\$ -	\$ 6,514	\$ 11,876	Dept of Environmental Quality - Septic Program
	DEQ Septic Pass-Through	\$ 146,630	\$ -	\$ -	\$ -	\$ 810	\$ 810	\$ -	\$ -	\$ 810	\$ 145,820	*Program/Construction Pass-Through
902	DEQ Rain Barrel Program	\$ 10,821	\$ 355	\$ 425	\$ 780	\$ 816	\$ 2,376	\$ 6,902	\$ -	\$ 9,278	\$ 1,543	Dept of Environmental Quality - Rain Barrel Program
	DEQ Rain Barrel Pass-Through	\$ 3,477	\$ -		\$ 1,949	\$ -	\$ 1,949	\$ -	\$ -	\$ 1,949	\$ 1,528	Pass through - direct costs
903	DEQ Reg'l Water Supply Planning	\$ 18,124	\$ 2,439	\$ 2,374	\$ -	\$ -	\$ 4,813	\$ 4,071	\$ -	\$ 8,884	\$ 9,240	Dept of Environmental Quality - Regional Water Supply Planning
	TOTAL - All Programs	\$ 147,108,445	\$ 579,992	\$ 494,731	\$ 6,786,528	\$ 2,525,307	\$ 10,386,558	\$ 86,610,573	\$ 20,921,220	\$ 96,997,131	\$ 29,190,094	TOTAL - All Programs
	Pass Thru Sub-totals	\$ 142,423,495	\$ 392,850	\$ 319,897	\$ 6,588,179	\$ 2,274,995	\$ 9,575,920	\$ 84,969,917	\$ 20,278,505	\$ 94,545,837	\$ 27,599,153	Pass-Thru Subtotal

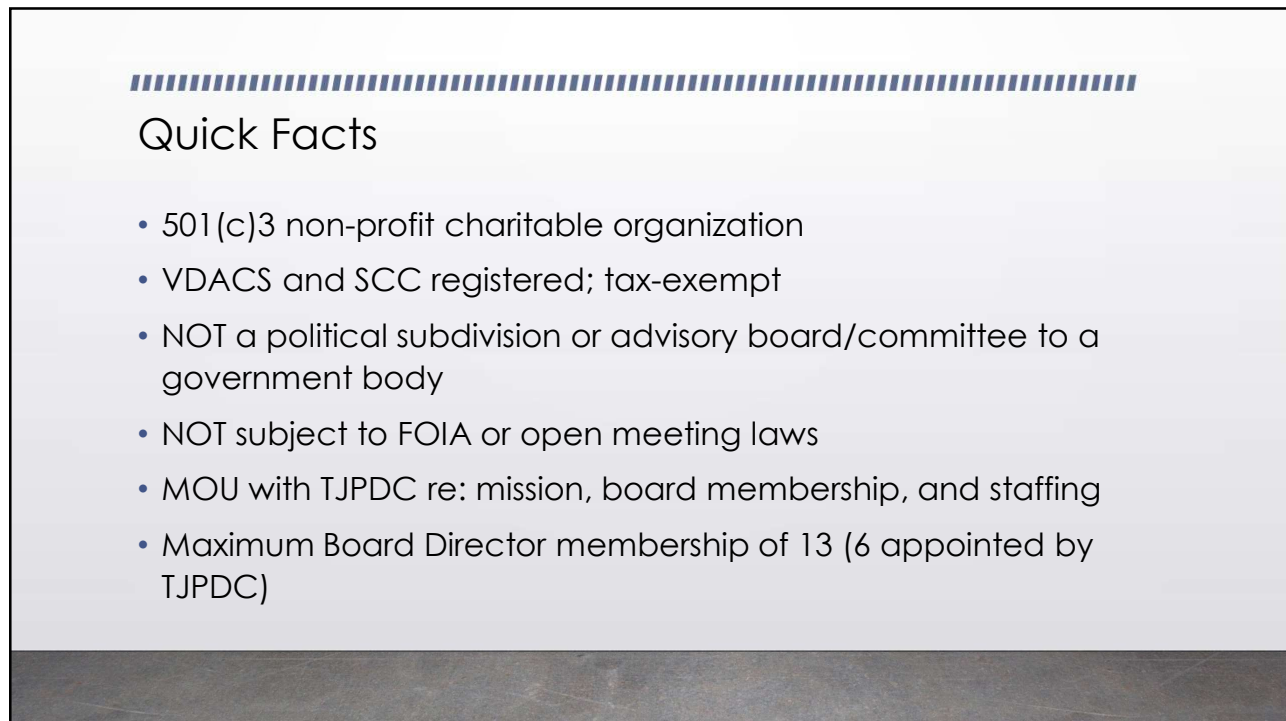
*Indicates unspent funds can 'roll-over' in FY27

\$ 163,837 12 month average - Operating Expenses
 \$ 174,782 3 month average - Operating Expenses
 \$ 176,447 last month - Operating Expenses

Total Grant Funds Remaining	\$ 29,190,094
Pass-through funds	\$ 27,599,153
TJPDC Available Funds	\$ 1,590,941
Average Funds Available per Month	\$ 198,868



1



2

MOU with TJPDC

Role of TJPDC

- Physically and organizationally house the Corporation
- Work cooperatively with Corporation to identify projects, partners, and funding sources
- Ensure Board Director appointment requirements are met
- Provide financial services and recordkeeping

Role of Corporation

- Undertake activities that support the TJPDC's mission
- Utilize TJPDC staff to carry out its work
- Maintain an active Board of Directors, with 6 TJPDC-appointed representatives, including 4 current Commissioners
- Secure insurance to cover Directors and Officers, plus any volunteers

3

Mission

The mission of the TJPDC Corporation is to **promote regional cooperation** and collaboration among government, the private sector, and community organizations to **improve the quality of life for citizens in the planning district** (City of Charlottesville and Counties of Albemarle, Fluvanna, Greene, Louisa and Nelson in Central Virginia).

The Corporation assists community efforts in the areas of housing, environment, community development, transportation, workforce and economic development, arts, and universal design. It actively supports the work of the Thomas Jefferson Planning District Commission (TJPDC) by **broadening the funding base for TJPDC initiatives and acting as an 'implementation arm' for selected projects.**

Adopted November 11, 2010 (emphasis added)

The TJPDC Corporation is intended to be tied to the mission and activities of the TJPDC.

4

Programs & Activities

Providing Fiscal Sponsorship, Program Management, and/or Administrative Services by Agreement

- Dementia Friendly Central Virginia
- Charlottesville Parks Foundation
- Various TJPDC Programs, including CVRHP
- Here to Stay Wintergreen
- Cville Village
- Piedmont Sustainable Woods
- Geriatric Collaborative of Central Virginia (GCCV)

Active / Inactive

5

Financial Outlook for FY26 (anticipated)

- Revenue from fiscal management agreements: \$200
- Non-salary direct expenses: \$1,400
- Salary expenses: \$3,200
- Net Income: (\$4,400)
- Available Savings: \$7,750
- Year End Balance: \$3,350

6

Current Directors & Officers

TJPDC Appointed

- Ernie Reed, Chair (Nelson)
- Genevieve Keller, Vice Chair (Charlottesville)
- Mike Pruitt (Albemarle)
- Keith Smith (Fluvanna)
- Tim Goolsby (Greene)
- Manning Woodward (Louisa)

At-Large Elected

- Sally Thomas
- Christine Jacobs, Treasurer
- Ruth Emerick, Secretary, Executive Director

Exactly 1 per locality; 4 must be current Commissioners

Minimum of 1 at-large elected director; Maximum of 7 (total not to exceed 13)

7



Questions?

Ruth Emerick

remerick@tjpd.org

8



CY2026
TENTATIVE COMMISSION SCHEDULE
Monthly Meetings are 7 pm - 9 pm Feb-Jun and Aug-Dec
at the Water Street Center, 407 E. Water Street
Charlottesville, VA 22902
Subject to Change

January 1, 2026	No Meeting
February 5, 2026	New Commission Member Orientation FY27 PATH/Mobility Management Grant Application – Presentation, Resolution FY27 Rideshare Grant Application – Presentation, Resolution Deliver FY26 Amended Operating Budget Draft – No Action November and December 2025 Financials FY26 Quarter 2 (Oct-Dec) Financial Report Committee/Partnership Appointments (if needed)
March 5, 2026	FY26 Amended Operating Budget – For Consideration/Approval FY26 Rural Transportation Work Program & Budget – Presentation/Draft – No Action VATI Presentation/Update (6 months) Executive Director Evaluation Process Begins January 2026 Financials TJPDC Corporation Appointments (if needed) Executive Director Evaluation (Closed Session)
April 2, 2026	Finance/Executive Committee – FY27 Budget Review (if requested) Appointment of Nominating Committee for Officers FY27 Rural Transportation Work Program, Budget with Resolution– For Consideration/Approval FY27 CA-MPO Unified Planning Work Program Update – No Action Blue Ridge Cigarette Tax Board Update (6 months) Deliver FY27 Operating Budget Draft/Budget Memo– No Action February 2026 Financials Executive Director Evaluation (Closed Session, if needed)
May 7, 2026	Finance/Executive Committee Meeting in advance of Commission meeting – Policy Review and Pre-Audit Meeting HOME Annual Action Plan – Public Hearing and Resolution Presentation: Legislative Report FY27 Operating Budget Memo and Resolution – For Consideration/Approval TJPDC Officer Slate Notice from Nominating Committee March 2026 Financials FY26 Quarter 3 (Jan-March) Financial Report DHCD CDBG Regional Priorities - For Approval

June 4, 2026	Regional Housing Study Update Hazard Mitigation Grant Program Update, pending award Election for TJPDC Officers Resolution authorizing signing DRPT Master Agreement Smart Scale Resolutions of Support April 2026 Financials
July 2, 2026	No Meeting (If Special Session is needed, July meeting will be held All-Virtually)
August 6, 2026	Virtual Meeting Policy Housing Preservation Grant Pre-Application & IGR Review - Resolution – For Consideration/Approval ED Annual Contract May and June Financials – Year in Review FY26 Q4 (April – June) Financial Report Solid Waste Management Plan Update/Presentation
September 3, 2026	VATI Presentation/Update (6 months) WIP Grant – New Program Funding Delivery of Draft FY28 Projected Budget and Local Revenue Requests HOME & CDBG CAPER Draft Presentation and Public Hearing, Resolution Solid Waste Management Plan Resolution July 2026 Financials
October 1, 2026	August 2026 Financials Blue Ridge Cigarette Tax Board Update (6 months) FY28 Projected Budget and Local Revenues Resolution - For Consideration/Approval August 2026 Financials
November 5, 2026	Executive/Finance Committee meeting in advance of Commission Meeting - Audit Review FY26 Annual Financial Audit Report and Acceptance FY27 Quarter 1 (July-Sept) Financial Report Annual DHCD Funding Agreement Regional Water Supply Planning Update September 2026 Financials
December 3, 2026	2027 General Assembly Preview 2027 Calendar of Meetings TJPD Corporation Update October 2026 Financials

MEMORANDUM

To: TJPD Commissioners
From: Christine Jacobs, Executive Director
Date: December 4, 2025
Re: Executive Director's Report

Purpose: To review the current agenda packet and inform Commissioners of agency activities since November 6, 2025. Items with an asterisk (*) require action from the Commission.

1. Call to Order

- a. Call to Order, Roll Call – *Chair Smith, Ruth Emerick*
- b. *Vote to Allow Electronic Participation, if needed – *Ruth Emerick*

2. Matters from the Public

- a. Comments by the public are limited to no more than 2 minutes per person.
- b. Comments provided via email, online, website, etc. (*Read by Ruth Emerick*)

3. Presentations

a. Legislative Update – *David Blount*

Staff will give a preview of the 2026 General Assembly session convening January 14th. The presentation will include a discussion of the state budget expected to be released on December 17th as well as the upcoming budget process. A copy of staff's presentation is included in the meeting materials.

b. Safe Streets and Roads for All Implementation Funding Opportunity – *Gorjan Gjorgjievski*

As the commission is aware, all local jurisdictions adopted the Move Safely Blue Ridge Safety Action Plan. Staff will summarize the commitment to roadway safety that was made by all jurisdictions and provide a preview of the SS4A Implementation Grant funding available to all regions with an approved safety action plan. Staff will confirm that the TJPDC stands ready to support any locality with a local application (or bundled regional application) for implementation funding. Staff will share successful grant case studies of formerly awarded regional implementation projects in the state and nation. Finally, a timeline will be shared to detail the last round of implementation funding available. A copy of staff's presentation is included in the meeting materials.

4. *Consent Agenda – *Chair Smith*

Copies of the following materials are included in the meeting materials:

- a. *Minutes of November 6, 2025, Commission Meeting
- b. *October Financial Reports
 - i. October Dashboard Report

- ii. October Consolidated Profit & Loss Statement
- iii. October Balance Sheet
- iv. October Accrued Revenue Report

***Recommended Action:** Staff recommends a motion to approve the consent agenda.

5. New Business

a. **TJPD Corporation 101 – Ruth Emerick**

Staff will provide an overview of the mission and activities of the TJPD Corporation, the 501(c)3 nonprofit arm of the Thomas Jefferson Planning District Commission. The presentation will include a look at the structure/membership of the corporation as well as an overview of the recent activities. A copy of staff's presentation is included in the meeting materials.

b. **2026 Calendar of Meetings – Christine Jacobs**

Staff will present a draft of the 2026 calendar of meetings. The handout provided includes a list of the tentative topics for each meeting.

***Recommended Action:** Staff recommend a motion to approve the 2026 Calendar of Meetings.

6. Old Business

None

7. Executive Director's Monthly Report

a. **TJPDC Tenant Improvements – Christine Jacobs**

The building renovations will begin on January 5, 2026, and last for a minimum of six weeks. As such, TJPDC staff will work remotely for the 6-week construction period. Staff will arrange for public meetings to be held electronically or to be in an off-site temporary location for the duration of the project. Staff are working with the owner and their contractor to select finishes and to develop a transition plan.

b. **TRANSPORTATION** **General**

- TJPDC staff are available to offer technical assistance to member jurisdictions ahead of Virginia's SMART SCALE Round 7 process, which kicks off for pre-applications March 2026. OIPI has released 2025 VTrans Mid-Term Needs for viewing and downloading at <https://vtrans.virginia.gov/interactvtrans/map-explorer>. For Round 7 eligibility, projects that meet 2025 or 2023 VTrans Needs will be accepted.
- Following the adoption of Move Safely Blue Ridge, the region's Comprehensive Safety Action Plan, TJPDC staff are working with member jurisdiction staff to assess interest in participating in a bundled, regional implementation application through the Safe Streets and Roads for All (SS4A) grant program. Systemic and spot-specific improvements included in the Move Safely Blue Ridge plan are eligible for funding, and applicants must supply a 20% non-federal match. The Notice of Funding Opportunity (NOFO) is expected to be released in March 2026.
- Albemarle County will host a Three Notched Trail Public Meeting at 6pm on Thursday, December 4th at Western Albemarle High School. At the meeting, Albemarle County will share draft route options. For those unable to join, maps will be available for review and

comment at <https://engage.albemarle.org/three-notched-trail-master-plan> beginning on December 4th.

- TJPDC staff are preparing for the FY27 DRPT grant application cycle for pillar programs including RideShare, PATH, and CA-MPO. Grant applications open on December 1, 2025.

PATH/Mobility Management

- Staff are currently interviewing candidates for the PATH Transportation Assistant Position.
- PATH was awarded a \$5,000 grant from the Bama Works fund, administered by the Charlottesville Area Community Foundation. Funds will be used to support general program administration.

Rural Transportation

- The Rural Transportation Advisory Committee (RTAC) held a meeting on November 18, 2025. The Virginia Department of Rail and Public Transportation (DRPT) shared a presentation about Virginia's Rural Transit Funding Strategy, which identifies potential solutions to anticipated rural transit funding shortfalls. Meeting materials and the recording can be accessed on the [RTAC webpage](#).
- As part of the Rural Transportation Planning Needs Assessment, staff have completed a review of previous planning studies in member jurisdictions and launched a survey for rural planning staff. The survey asks about local planning priorities, anticipated needs for technical assistance, and planned transportation projects and will close on Friday, December 5th. The purpose of the needs assessment is to identify local jurisdiction planning priorities to incorporate into future work programs of the RTAC.

Regional Transit Partnership/Charlottesville-Albemarle Regional Transit Authority

- In partnership with the Charlottesville-Albemarle Regional Transit Authority (CARTA), the Regional Transit Partnership (RTP) held its final meeting on November 18, 2025. Dissolution materials, including an RTP memorandum of understanding (MOU) amendment and letter requesting dissolution, will go before governing boards for RTP MOU signatories in December.
- On behalf of CARTA, the TJPDC issued Notice-to-Proceed to RK&K and kicked off a Transit Service Prioritization and Implementation Feasibility Study. The study will develop an implementation plan that prioritizes transit services outlined in the Regional Transit Vision Plan.

Charlottesville-Albemarle Metropolitan Planning Organization

- Staff are completing a transportation demand management (TDM) study as part of the FY26 Unified Planning Work Program (UPWP). Staff are currently reviewing previously completing plans and completing data collection.
- Staff are coordinating with DRPT and VDOT to complete a full update of the CA-MPO Transportation Improvement Program (TIP) for FY27-FY30. The TIP is a financial document used to schedule the spending of federal transportation funds within the urbanized area.

C. ENVIRONMENT

Septic Assistance Program

- 20% of the project implementation funding has been spent.

Rain Barrel Program

- The rain barrel workshop project has concluded for this year. We held eight (8) workshops this year and reached every jurisdiction in the region. We provided 113 rain barrels for residents to install on their properties and reported that information to the BMP warehouse.

Solid Waste Plan

- The second Technical Advisory Committee was held as a part of the plan update. Background data analysis was provided to TAC members. Public survey is open to inform the plan through December 15th <https://arcg.is/GuiWf>

Environmental Reviews

- Executive Order 12372 tasks federal agencies with notifying and seeking comments from states and local elected officials when they are affected by federal financial assistance or federal development. As Virginia has not chosen to formalize a statewide process for review and comment, some federal agencies have enumerated steps pertaining to this intergovernmental review (IGR) process for applicants applying for federal assistance. They then forward applications to the regional/local planning entities, such as TJPDC, for review and any comment. Additionally, such entities also receive information from state agencies about projects and programs, with an opportunity to comment, due to other Code or regulatory requirements.

TJPDC maintains record of the receipt of such notices pertaining to our region, as well as actions taken to inform our member governments of such applications and notices that afford opportunity for comment.

- A copy of all the Environmental Reviews received can be found here: <https://tjpd.org/our-work/intergovernmental-reviews>

d. BROADBAND

Virginia Telecommunications Initiative (VATI) 2022: Staff continue to prepare, schedule, and facilitate internal project team and external meetings. Monthly progress reports and remittance requests for TJPDC administrative costs and DHCD's portion of Firefly's construction-related activities are being submitted to DHCD. TJPDC is also submitting remittance requests for matching funds to several of the counties and providing those reimbursements to Firefly.

VATI 22 Project milestones reported to DHCD in November are as follows:

- 1,600 miles of field data collection.
- 4,861 miles of fiber design.
- 2,304 miles of make ready construction.
- Nine communications huts set.
- 1,906 miles of aerial fiber placement.
- 914 miles of underground fiber placement.
- 2,387 miles of splicing.
- 28,069 passings.

Firefly's website includes timelines, project progress in each County, maps, and communications for specific project areas. This information is updated on a regular basis.

Virginia Telecommunications Initiative (VATI) 2024: The TJPCD and Firefly's \$12.2 million VATI 2024 grant funded project is underway. This grant supports the construction of fiber-to-the-home broadband to an additional 5,825 unserved locations in 10 central Virginia counties, including Fluvanna, Greene and Louisa Counties in our Planning District. Monthly progress reports are submitted to DHCD.

Highlights of the November VATI 24 project progress report are as follows:

- Field data collection, fiber design and service drops from aerial construction underway.
- 29,200 linear feet of fiber completed.
- 146 passings.

8. Other Business

- a. Round Table Discussion by Jurisdiction (Time Permitting)
- b. Next Meeting – No January Meeting
February 5, 2026, 7:00 pm – ALL-VIRTUAL

Items for next meeting:

- i. New Commission Member Orientation, if needed
- ii. ii. FY27 PATH/Mobility Management Grant Application – Presentation, Resolution
- iii. iii. FY27 Rideshare Grant Application – Presentation, Resolution
- iv. iv. Deliver FY26 Amended Operating Budget Draft – No Action
- v. v. December 2025 Financials
- vi. vi. FY26 Quarter Two (Oct-Dec) Financial Report
- vii. vii. Committee/Partnership Appointments, if needed

8. Adjourn

Designates Items to be Voted On

TJPDC fully complies with Title VI of the Civil Rights Act of 1964 in all programs and activities. TJPDC provides reasonable accommodations for persons who require special assistance to participate in public involvement opportunities. For more information, to request language translation or other accommodations, or to obtain a Discrimination Complaint Form, contact Lucinda Shannon at (434) 979-7310, lshannon@tjpcd.org or visit the website www.tjpcd.org.