Thomas Jefferson Planning District Commission

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THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)

Minutes, December 4, 2025

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	x		Taylor Jenkins, Director of Transportation	x	
Keith Smith, Chair			Gorjan Gjorgjievski, Regional Transportation Planner II		x
Greene County					
Tim Goolsby	x				
James Higgins	x				
Louisa County					
Tommy Barlow					
Manning Woodward	x				
Nelson County					
Ernie Reed			**GUESTS/PUBLIC PRESENT**		
Jesse Rutherford	x				
City of Charlottesville					
Phil d'Oronzio, Treasurer	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 7:00 pm. Ruth Emerick, Chief Operating Officer, took attendance and certified that a quorum was present.

b. Vote to Allow Electronic Participation: None

401 East Water Street ▪ Post Office Box 1505 ▪ Charlottesville, Virginia 22902-1505
Telephone (434) 979-7310 ▪ **Fax** (434) 979 1597 ▪ **Virginia Relay Users:** 711 (TDD) ▪ **email:** info@tjpdc.org ▪ **web:** www.tjpdc.org

2. MATTERS FROM THE PUBLIC:

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

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

3. PRESENTATIONS:

a. General Assembly Preview

Deputy Director/Director of Legislative Services David Blount provided an overview of the upcoming General Assembly session, focusing on the timeline, state budget considerations, and anticipated legislation.

b. Safe Streets and Roads for All (SS4A) Implementation Funding Opportunity

Regional Transportation Planner Gorjan Gjorgjievski provided an overview of SS4A Implementation Funding to gauge local interest in pursuing funding prior to the expected March release of the Notice of Funding Opportunity. Eligible applicants are localities, planning districts and MPOs. A total of 43 spot specific improvements have been identified across the region. Localities can communicate with TJPDC staff about interest they have in being part of a regional application.

4. CONSENT AGENDA:

a. **Minutes of the November 6, 2025, Meeting**
b. **October Financial Reports**
   i. **October Dashboard Report**
   ii. **October Consolidated Profit & Loss Statement**
   iii. **October Balance Sheet**
   iv. **October Accrued Revenue Report**

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

5. NEW BUSINESS:

a. TJPD Corporation 101

Ruth Emerick presented an overview of the TJPDC Corporation, which is intended to be tied to the mission of the TJPDC. She reviewed the mission of the Corporation and an agreement with the TJPDC that outlines the roles of both entities regarding the Corporation's governance and operations. She highlighted entities for which the Corp provides fiscal sponsorship, program management, and/or administrative services.

b. 2026 Calendar of Meetings

Christine Jacobs presented a proposed calendar of meetings and likely meeting agenda items for 2026, noting that the next meeting in February will be "all-virtual" due to office renovations that will be underway at that time.

Motion/Action: On a motion by Jesse Rutherford, seconded by Phil d'Oronzio, the Commission unanimously approved a motion to approve the 2026 meeting schedule.

6. OLD BUSINESS: None.

7. EXECUTIVE DIRECTOR'S REPORT:

Christine Jacobs highlighted the upcoming office renovations schedule and tasks to be conducted leading up to the working beginning in early January. She also noted that TJPDC has filed a complaint with the Consumer Financial Protection Bureau related to the previous fraud incident discussed with the Commission. A response is expected in January. A police report, which now has a case number, also has been filed.

8. OTHER BUSINESS:

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

b. **Next Meeting – February 5, 2026 (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 Draft Budget – No Action
v. December 2025 Financials
vi. FY26 Quarter Two (Oct-Dec) Financial Report
vii. Committee/Partnership Appointments, if needed

9. ADJOURNMENT:

The December 4, 2025, Commission meeting was adjourned at 8:32 pm.

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