MEMORANDUM

To: TJPD Commissioners
From: Christine Jacobs, Executive Director
Date: May 7, 2026
Re: FY27 Operating Budget

Purpose: To detail proposed changes in the FY27 Operating Budget for Commission consideration.

Background: The budget process for each fiscal year generally consists of three steps:
1. Approval of the Projected budget in September/October, setting the per capita rate, population basis, and amounts requested for specific programs to serve as the basis for budget submissions to localities,
2. Approval of the Operating Budget adopted in May as prescribed in the TJPDC Bylaws, and
3. Approval of an Amended Operating Budget approved in March, to serve as the final budget for financial reports and auditing purposes.

Budget Changes: The Draft FY27 Operating Budget was presented to the Commission in the April 2, 2026, meeting. There are several minor changes between the original draft and the budget before the Commission for consideration tonight. Details of those changes are below:

1. Revised the local match for the Hazard Mitigation Grant to specify "in kind" local funds, removing the cash match from local per-capita funds. Revised the pass-through amount to reflect the full in-kind match from FY26 and FY27, pending an award.

2. Changed the funding source of the Middle James Rain Barrel Workshops from state to federal to reflect a confirmation received on the accurate source of the funds.

3. Revised the Housing Study local funds amount to better reflect the anticipated spend-down in FY26 and remaining amount available for FY27.

4. Revised the VA Housing Development grant amount to better reflect that anticipated spend-down in FY26 and remaining amount available for FY27.

5. Revised the FTA 5303 revenues and expenses for the CA-MPO to reflect the official allocation received on 4/3/2025 from our VA Department of Rail and Public Transportation representative.

6. Updated the PATH-Mobility Management projected grant amount to reflect the amount currently in the state's Six Year Improvement Plan budget.

7. Updated the VAPDC revenue and expenses to reflect the VAPDC's FY27 projected budget for administrative services via the TJPDC/VAPDC annual agreement

8. Revised the Workman's Compensation rates pursuant to receiving the FY27 Virginia Risk Sharing Association (VRSA) policy.

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9. Rebalanced the local match/regional line items as a result of the changes above.

10. Revised the 110-Contingency budget amount as a result of the changes above.

The FY27 Operating Budget is balanced and includes Revenues of $19,243,015 and Expenses of $19,243,015.

Recommendation: Staff recommends that the Commission approve the Fiscal Year 2027 Thomas Jefferson Planning District Commission Annual Operating Budget, as presented.