Planning District Commission

Regional Vision ▪ Collaborative Leadership ▪ Professional Service

Thomas Jefferson Planning District Commission
Thursday, September 3, 2026, 7:00 pm
In Person Meeting
Water Street Center
407 E. Water Street
Charlottesville, VA 22902

AGENDA

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 Payne, David Blount* 7:00 – 7:05
   b. *Vote to Allow Electronic Participation, if needed – Chair Payne*, David Blount*
2. **Matters from the Public** 7:05 – 7:10
   a. Comments by the public are limited to no more than two (2) minutes per person.
   b. Comments provided via email, online, website, etc. *(Read by David Blount)*
3. **Administration**
   a. Appointments: 7:10 – 7:15
      i. Central Virginia Regional Housing Partnership – TJPDC Member
      ii. TJPDC Corporation – Fluvanna Member
4. **Presentations and Public Hearings**
   a. **Presentation:** Virginia Telecommunication Initiative (VATI) Six-Month Update – *Joe Klodzinski* 7:15 – 7:25
   b. **Presentation:**
      i. Watershed Improvement Program (WIP) Annual Funding Update – *Isabella O'Brien* 7:25 – 7:35
      ii. * Resolution for Chesapeake Bay Watershed Implementation Funding - *Isabella O'Brien*
   c. ***Public Hearing:** Solid Waste Management Plan – *Christine Jacobs, Chair Payne* 7:35 – 7:40
   d. **Presentation:** 7:40 – 7:55
      i. HOME and Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER) Presentation – *Laurie Jean Talun*
      ii. ***Public Hearing:** CAPER
      iii. *Resolution Adopting the 2025 HOME-CDBG CAPER
   e. **Presentation:** Housing Preservation Grant (HPG) Pre-Application Statement of Activities and Intergovernmental Reviews (IGR) – *Christine Jacobs* 7:55 – 8:10
      i. ***Public Hearing:** Housing Preservation Grants
      ii. *Resolution of Intergovernmental Review and Project Support for Housing Preservation Grant – Disaster
      iii. *Resolution of Intergovernmental Review and Project Support for Housing Preservation Grant
5. ***Consent Agenda** – *Chair Payne* 8:10 – 8:15
   a. *Minutes of August 6, 2026, Commission Meeting
   b. *July Financial Reports
      i. July Dashboard Report
      ii. July Consolidated Profit & Loss Statement
      iii. July Balance Sheet
      iv. July Accrued Revenue Report
6. ***New Business**
   a. FY28 Draft Projected Operating Budget, Revenues, and Local Contributions– *Christine Jacobs* 8:15 – 8:30
7. ***Old Business**
   a. none 8:25 – 8:30
8. **Executive Director's Report**
   a. Monthly Report – *Christine Jacobs* 8:30 – 8:35
9. **Other Business**
   a. Roundtable Discussion by Jurisdiction 8:35 – 8:55
   b. Next Meeting – October 1, 2026, 7:00 pm
      Items for next meeting:

i. August Financials
ii. Blue Ridge Cigarette Tax Board Update (6 months)
iii. FY28 Projected Budget and Local Revenues Resolution – Consideration/Approval
iv. Final Solid Waste Management Plan – Resolution (Consent)
v. Transportation Assistance Fund – Guidelines/Promotion
vi. Rural Long Range Plan Update
vii. Resolution Authorizing Signing DRPT Mater Agreement

10 *ADJOURN 8:55

** Designates Items to be Voted On*

TJPD Commissioners	
Ned Gallaway, Treasurer	Albemarle County
Mike Pruitt	Albemarle County
Tony O'Brien	Fluvanna County
Tim Hodge	Fluvanna County
Tim Goolsby	Greene County
James Higgins	Greene County
Tommy Barlow	Louisa County
Manning Woodward, Vice Chair	Louisa County
Jesse Rutherford	Nelson County
Ernie Reed	Nelson County
Michael Payne, Chair	City of Charlottesville
Jen Fleisher	City of Charlottesville

TJPDC Staff	
Christine Jacobs, Secretary	Executive Director
David Blount	Deputy Director
Kate Wythe	Director of Regional Planning and Operations
Laura Greene	Finance and HR Director
Taylor Lowery	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
Eamon Lauster	Regional Transportation Planner I
Otis Collier	BRCTB Compliance Agent
Gretchen Thomas	Administrative Assistant
Bennett Hipp	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@tjpdc.org or visit the website www.tjpdc.org.

Virginia Telecommunication Initiative (VATI) Broadband Project

VATI 2022 & VATI 2024

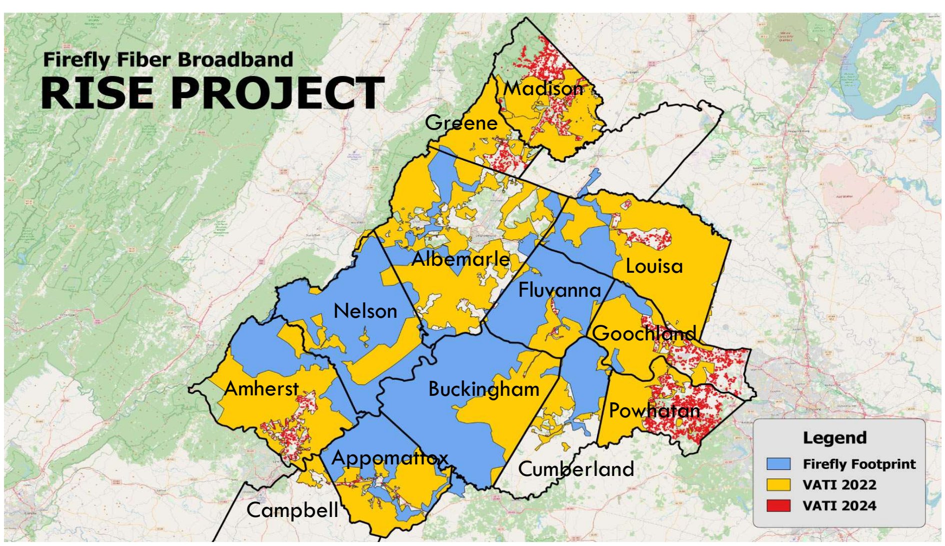
Partners for Broadband Solutions in Central Virginia

September 3, 2026

Thomas Jefferson Planning District Commission

1

VATI 2022 and VATI 2024 Grants support
Firefly's Regional Internet Service Expansion (RISE) Project



Source: FIREFLY

2

Virginia Telecommunication Initiative
Broadband Project
VATI 2022 & VATI 2024

$352.2M
Project

$97M
DHCD

$255.2 M
Matching Funds

13
County Partners

4
Utility Partners

4.4 Year Project

44,610 Businesses and Residential Passings

3

Project Highlights

Communication
Fiscal Management
Progress
Site Visits

4

TJPDC and Firefly hold Quarterly Stakeholder's Meetings with all partners

5

VATI 2022 - $284 Million as of June 30, 2026

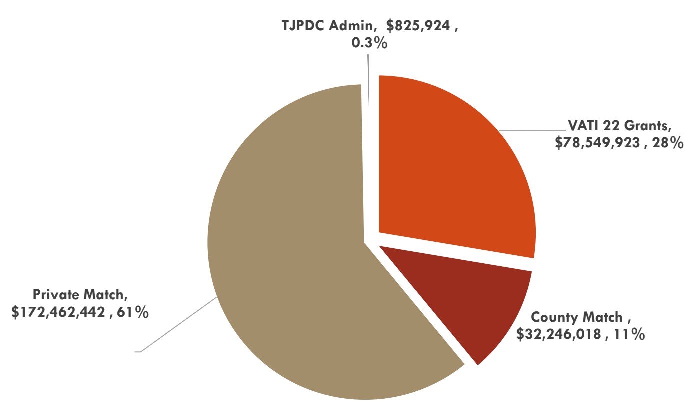


Chart combines match provided to and by Firefly and the VATI 22 funding recognized by TJPDC as of June 30, 2026

6

VATI 2022 Grant Progress

July 2026 Progress Report submitted to DHCD in August 2026

- 1,716 miles of field data collection
- 4,892 miles of fiber design
- 2,474 miles of make ready construction
- 15 communications huts set
- 2,278 miles of aerial fiber placement
- 1,349 miles of underground fiber placement
- 3,273 miles of splicing
- 36,334 passings

7

VATI 2024 - $17 Million as of June 30, 2026

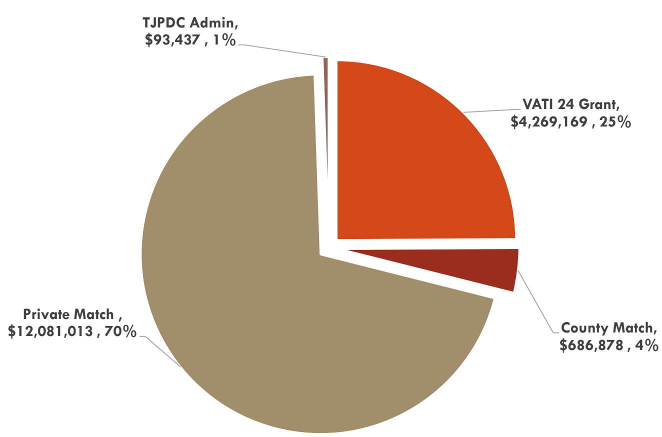


Chart combines private match provided to and by Firefly and the VATI 24 funding recognized by TJPDC as of June 30, 2026

8

VATI 2024 Grant Progress

July 2026 Progress Report submitted to DHCD in August 2026

- Milestones underway: Field data collection, fiber design, aerial and underground construction, fiber splicing and installations.
- 173,462 linear feet of fiber completed
- 479 passings

9

Site Visits

10

Goochland County
March 25, 2026

TJPDC staff, along with representatives from Firefly, DHCD, and Goochland County, conducted site visits to several locations, to observe underground fiber installation and splicing in progress. Staff also visited a communication hut, which will serve VATI 22 and VATI 24 locations.

11

Campbell County
April 30, 2026

TJPDC staff conducted a site visit to observe the newly placed Campbell fiber communication hut in Concord, which will serve nearby communities in both Campbell and Appomattox County.

12

Albemarle County
May 20, 2026

TJPDC staff observed fiber installation and visited the Earlysville Communication Hut. This hut serves the Earlysville, Free Union, and Windrift areas.

13

Powhatan County,
June 30, 2026

TJPDC staff visited several rural locations, south of Route 60, to observe completed fiber installation in VATI 22 and VATI 24 locations.

14

Madison County, July 31, 2026

TJPDC staff visited multiple sites in Madison County to observe completed fiber installation in the VATI 24 project locations.

15

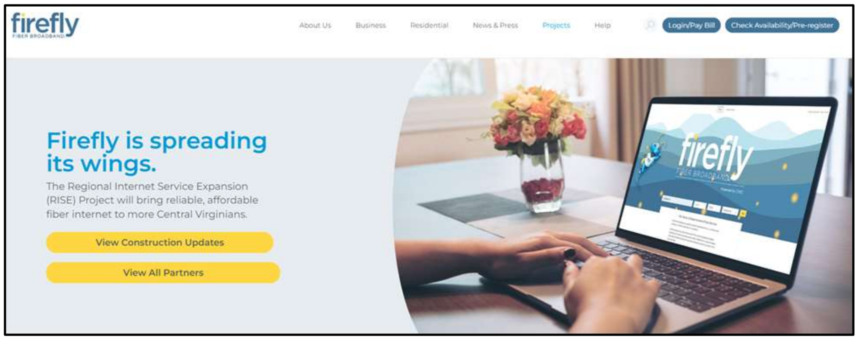
Greene County August 27, 2026

TJPDC staff observed completed overhead fiber in both the VATI 22 and VATI 24 project locations in southern Greene County.

16

For Additional Information/Updates

Fireflyva.com/rise/



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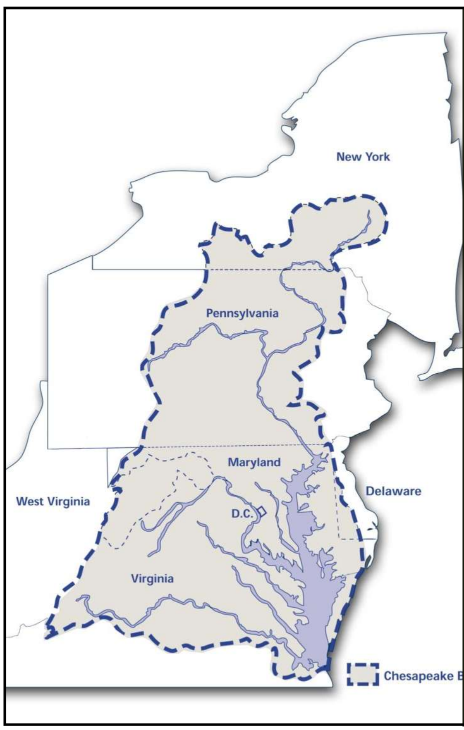
CHESAPEAKE BAY PDC LOCALITY IMPLEMENTATION PROGRAM

Watershed Implementation Plan (WIP)

1



Background

- December 29, 2010, EPA established the Chesapeake Bay Total Daily Maximum Load (TMDL), a comprehensive pollution diet for the 64,000 square mile watershed.
- A TMDL is a planning tool that provides a calculated maximum amount of a particular pollutant a body of water can receive and still meet water quality standards determined by EPA
- Following TMDL development, water monitoring data continued to show poor water quality, degraded habitats, and low populations of fish and shellfish
- A four part accountability framework was developed to help meet water quality, climate resiliency, sustainable fisheries, vital habitats and other goals
  - *Watershed Implementation Plans developed by Bay Jurisdictions*
  - *Milestones to break WIPs into 2-year segments*
  - *EPA's progress tracking*
  - *EPA's commitment to take federal actions to ensure progress is made*

2

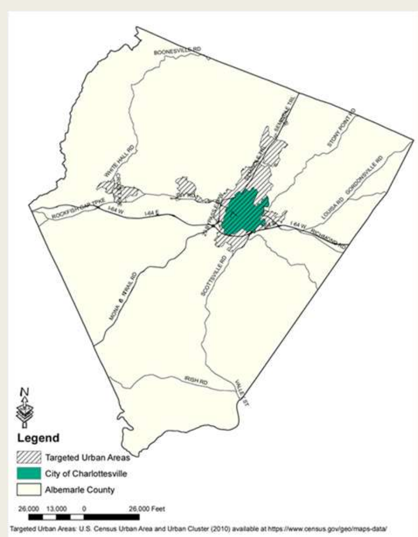
Overview of PDC Implementation Program (WIP)

- $58,000 from DEQ and $14,500 Local Match since 2018
- Planning District Commissions (PDC) provide regional leadership, technical support and administrative assistance for BMP implementation to local governments of the Chesapeake Bay Watershed Area.
- It allows for continued momentum of operations, discussions and relationships with local governments and stakeholders of each watershed region to promote and expand implementation initiatives.
- Focuses on the unregulated, non-MS4 areas of localities. However, regulated areas may be included as long as the data reporting of BMP Activities will not be duplicated by required reporting.

3

EPA supported BMP Implementation

- DEQ instructed Virginia's Chesapeake Bay PDC's that the focus of the PDC program is transitioning from regional coordination, outreach, and education to supporting greater BMP implementation
- In 2024 and 2025, Bay PDCs competed to receive additional funding for shovel ready implementation projects through the Infrastructure, Investment and Jobs Act (IIJA)
- Additional funds have been allocated for Calendar Year 2027 through a Multi-Source RFA



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2026 Scope

- Continuing to utilize $165,000 awarded in 2025 to support low-income homeowners with septic repair, replacement, maintenance, and connection to public sewer
- 9 regional rain barrel workshops
- Stewardship Mapping and Assessment Project Update
- Updated Watershed Grant Tracking document
- Developing communication materials to expand public outreach
- Continued Regional Environmental Coordination Meeting (quarterly)

5

Stewardship Mapping and Assessment Project

- Displays information about the organizational characteristics of each group, including year founded, mission, primary work sites, services offered, budgets, and staff. This allows viewers to better understand how each group functions through their expressed goals, impacts, and modes of communication.

Organizational Characteristics

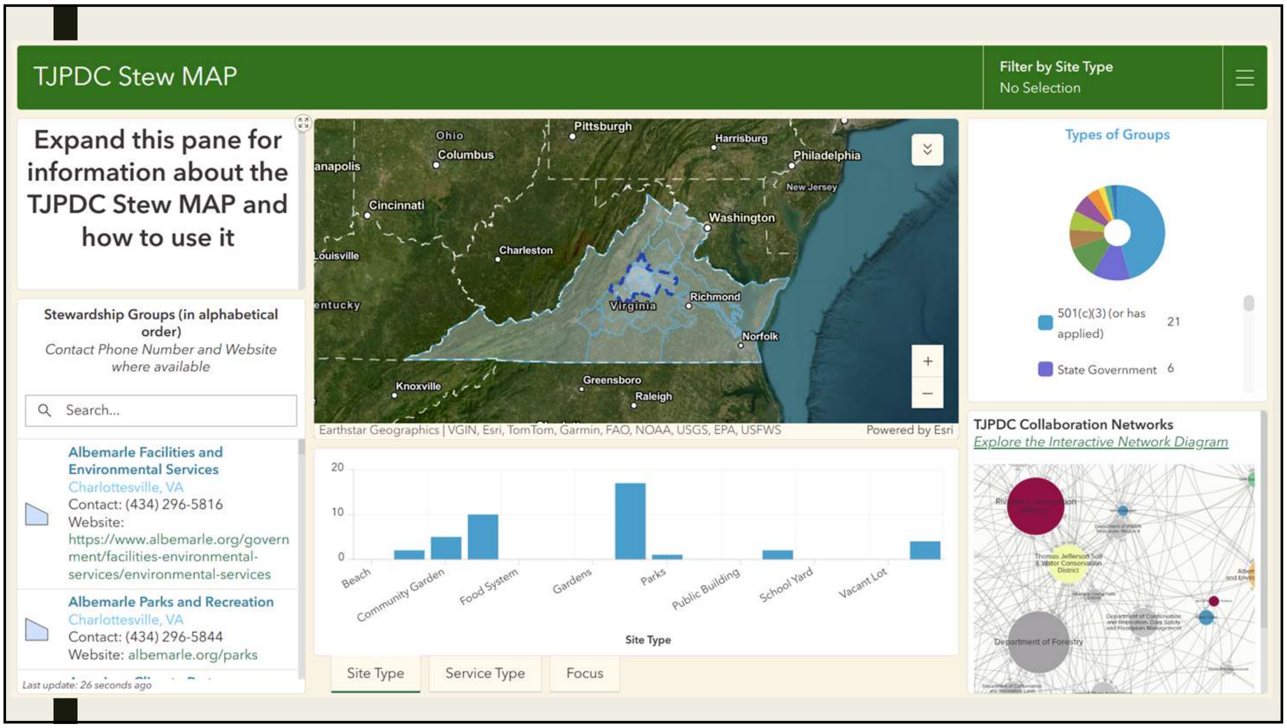
- Displays the area of activity of each group; this can be an entire park, a forest patch, or a watershed. This data can demonstrate the overlaps and gaps in stewardship capacity across a landscape and can be analyzed in concert with demographic and environmental characteristics of communities.

Geographic Turf

- Displays a group's social network to understand how environmental organizations are connected, to examine the structure and function of environmental stewardship across a region. This data shows organizations that are brokers of information and funding and supports partnership building.

Networks

6



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2027 Proposed Scope of Work

- Host rain barrel workshops across the region
- Continue update the Stewardship Mapping and Assessment Project
- Continue Regional Environmental Coordination Meetings
- Implement regional communications strategy

8

RESOLUTION TO AUTHORIZE APPLICATION AND ACCEPTANCE OF CHESAPEAKE BAY WATERSHED LOCAL IMPLEMENTATION FUNDING

WHEREAS, the Virginia Department of Environmental Quality has announced the availability of Chesapeake Bay Watershed Local Implementation Funding to support nonpoint source water quality best management practices within the Chesapeake Bay watershed;

WHEREAS, eligible funding may be used for implementation projects that support non-agricultural, nonpoint source water quality best management practice (BMP) implementation projects;

WHEREAS, the Thomas Jefferson Planning District Commission has successfully administered regional water quality initiatives, including a septic assistance program serving income-qualified homeowners and a regional rain barrel workshop program that promotes stormwater management, water conservation, and public education;

WHEREAS, continued implementation of these programs supports regional water quality goals, protects local waterways and public health, and provides direct environmental and community benefits throughout the Planning District;

WHEREAS, the proposed funding opportunity would enable the Thomas Jefferson Planning District Commission to continue and expand implementation efforts in partnership with local governments, nonprofit organizations, soil and water conservation districts, housing organizations, and other stakeholders;

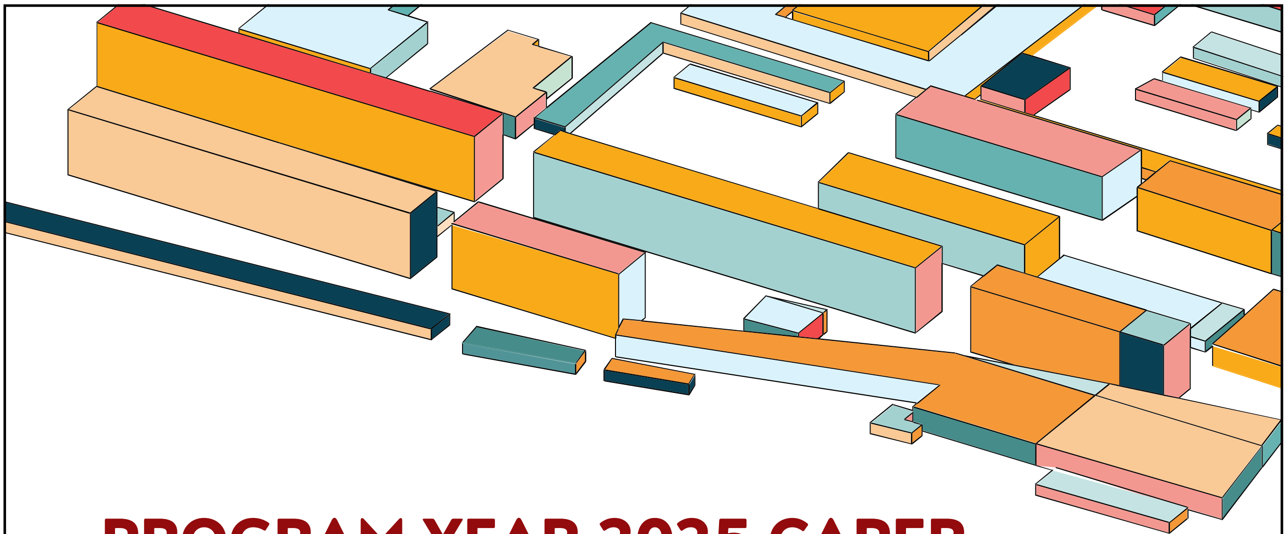
NOW, THEREFORE, BE IT RESOLVED that the Thomas Jefferson Planning District Commission authorizes the submission of an application to the Virginia Department of Environmental Quality for Chesapeake Bay Watershed Local Implementation Funding; and be it further

RESOLVED by the Thomas Jefferson Planning District Commission that Christine Jacobs, Executive Director, is authorized to execute any grant applications, contracts, agreements, subaward agreements and related documents pertaining to the application, award, and implementation of the funding.

Adopted this 3rd day of September, 2026.

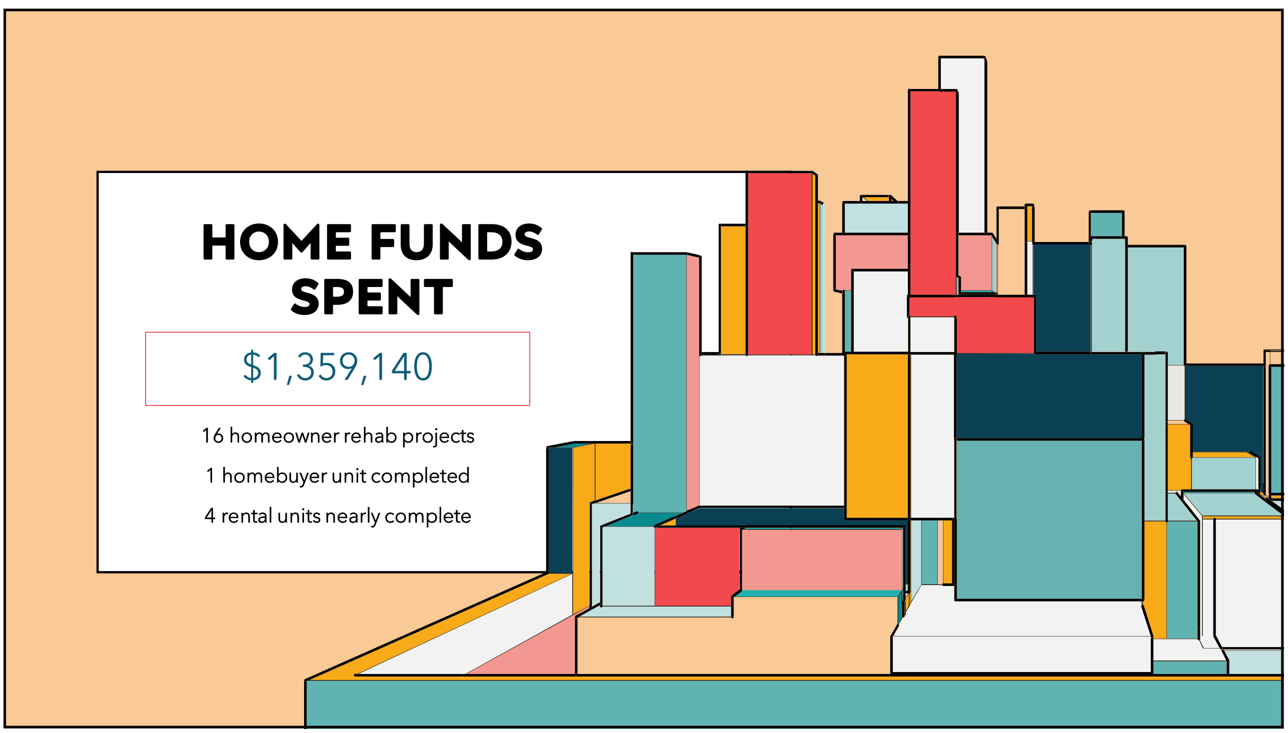
______________________________	______________________________
Michael Payne, Chair Thomas Jefferson Planning District Commission	Christine Jacobs, Executive Director Thomas Jefferson Planning District Commission

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



PROGRAM YEAR 2025 CAPER
REPORT ON HOME AND CDBG ACTIVITIES

1



HOME FUNDS SPENT

$1,359,140

16 homeowner rehab projects

1 homebuyer unit completed

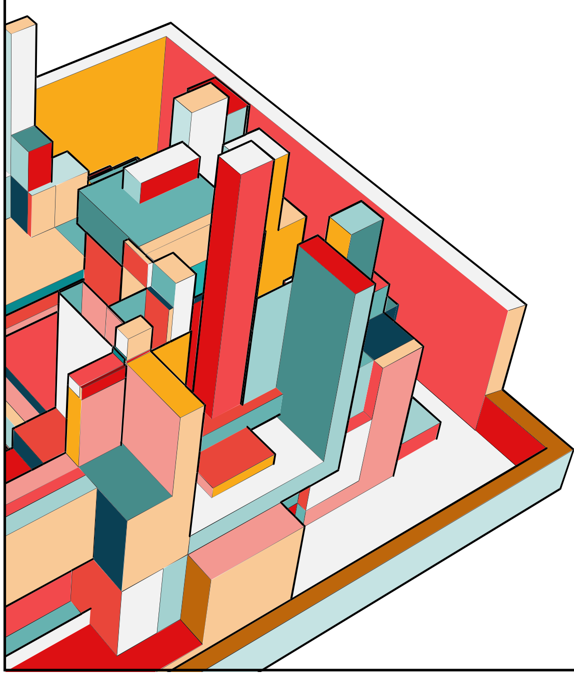
4 rental units nearly complete

2

MATCH FUNDING CONTRIBUTED

$116,800	$231,176	$286,027
AHIP Homeowner Rehabilitation	PHA Deepening Affordability	Habitat Homebuyer Housing

3



TIMELINE

Sep 1 – 16: Public Comment Period
Sep 8: Charlottesville first hearing
Sept 21: Charlottesville second hearing
Sept 3: TJPDC hearing
Sept 25: Due to HUD

4

Thomas Jefferson Planning District Commission

Serving local governments by providing regional vision,
collaborative leadership and professional service to develop effective solutions.

RESOLUTION

ADOPTING THE 2025 HOME-CDBG CAPER
(CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT)

WHEREAS, the Thomas Jefferson Planning District Commission ("the Commission") serves as the Administrative and Planning agent for the HOME Investment Partnership Program's HOME Consortium through an agreement with the City of Charlottesville and;

WHEREAS, the HOME program requires a Consolidated Annual Performance Evaluation Report, which includes a review of program goals and outcomes, a report on racial composition, match funds used, how homeless and special needs populations are served in our region, public housing, and monitoring, and;

WHEREAS, the TJPDC has worked with the City of Charlottesville to prepare the Consolidated Plan, including consultations with community leaders, citizen participation, data compilation and analysis, and consultation with HOME subrecipients;

NOW, THEREFORE, BE IT RESOLVED by the Thomas Jefferson Planning District Commission that it hereby approves the 2025 HOME-CDBG CAPER, and authorizes confirmation of that approval to HUD by September 25, 2026.

Adopted by the Thomas Jefferson Planning District Commission at its Monthly Commission Meeting of September 3, 2026 in the City of Charlottesville, Virginia, a quorum being present.

____
Christine Jacobs, Executive Director

____
Michael Payne, Commission Chair

____
Date

____
Date

Housing Preservation Grant Program Application – per RD Instruction 1944-N
Prepared by the Thomas Jefferson Planning District Commission for public comment ending September 3rd, 2026.

Housing Preservation Grant (HPG) – TJPDC Application
Statement of Activities

(1) Standard Form (SF) 424 – attached.
(2) Statement of Activities: Application Information

(i) A complete discussion of the type of and conditions for financial assistance for housing preservation, including whether the request for assistance is for a homeowner assistance program, a rental property assistance program, or a cooperative assistance program.

TJPDC's Housing Preservation Grant Program Description:
The Thomas Jefferson Planning District Commission (TJPDC) was created in 1972 and is one of 21 PDCs and Regional Commissions in Virginia. The General Assembly established Planning District Commissions in 1969 to encourage and facilitate regional solutions to problems of area-wide significance. TJPDC has a long history of leadership in the area of affordable housing. TJPDC serves as the administrative and planning agent for the Charlottesville HOME Consortium, established through TJPDC efforts in 1992 as the first HOME Consortium in Virginia. From 2018-2024, the HOME Consortium has received $4,551,174 in HOME funds. In FY25, the TJPDC was awarded $651,111.06 in HOME funding. HOME funds have been used to assist homebuyers, rehabilitate owner-occupied homes, and develop new housing units for home ownership or rental. Housing Preservation Grant funds have been an important adjunct to the HOME program, providing additional funds for rehabilitation projects.

TJPDC created and incorporated the Thomas Jefferson Housing Improvement Corporation (TJHIC) in 1983 to assist in the development and provision of new residential housing and the improvement, repair, and rehabilitation of substandard residential housing and community development in the Virginia Counties of Albemarle, Fluvanna, Greene, Louisa, and Nelson. The IRS approved tax-exempt status in 1985. TJHIC also became a Community Development Housing Organization (CHDO).

In 1996, TJHIC became the Piedmont Housing Alliance (PHA), which assumed its non-profit status and all housing projects. In 1998, PHA initiated a regional Elderly and Disabled Home Safety Revolving Loan Fund to provide low-interest loans and deferred loans for emergency repairs and home safety modifications for elderly and disabled persons in the five counties of the planning district. In 2005, the program became a grant fund (Repair & Rehabilitation Fund) focusing on home repairs and rehabilitation for low-income households regardless of age or whether persons with disabilities were involved.

TJPDC has been administering Housing Preservation Grant programs since 2015, ten years. PHA received Housing Preservation Grants in 2001, 2002, 2005, 2006, 2008, 2009, 2010, 2011, 2012, and 2013. PHA requested that the TJPDC apply for HPG funds in July 2015. TJPDC was awarded $32,495.11 for the period beginning October 1, 2015 and ending September 30, 2017. Sixteen projects were completed by September 2016, serving 34 people, with an average HPG assistance level of $1,692.88 per project. Our second HPG grant totaled $41,683. Sixteen projects were completed, serving 33 people, with average assistance of $2,605.20. The FFY17 HPG grant totaled $54,338, with 20 projects completed serving 32 people. The FFY18 HPG grant totaled $119,745.24, with 29 projects completed, serving 49 people, with an average assistance of $3,039.46. The FFY19 HPG grant totaled $117,821.46, completed 36 projects, and served 66 people, with an average assistance of $2,781.90. The FFY20 grant totaled $107,656.80 and served 53 people, with an average assistance of $3,160.77. The FFY21 grant of $156,595 served 72 people, with an average assistance of $3,517.31. The FFY22 grant of $215,000 included 52 projects, serving 91 people, with an average assistance of $3,442.13. The FFY23 grant of $212,435 served 107 people across 51 projects, with an average assistance of $3,391.90. The FFY24 grant completed 28 projects serving 65 people with average assistance of $3,415.62.

Client demand for these resources is very high in this region. The capacity to effectively deliver services is also high, with established housing non-profits consisting of the Albemarle Housing Improvement Program (AHIP), the Fluvanna/Louisa Housing Foundation (F/LHF), Skyline CAP (serving Greene County), and the Nelson County Community Development Foundation (NCCDF). The localities have designated these housing organizations as sub-recipients for the HOME program and have close working relationships with TJPDC.

TJPDC continues to manage the program as PHA established it in the past. TJPDC has agreements in place with local housing non-profit organizations to carry out individual modification projects in their respective counties. Our local housing non-profits are familiar with the program and its eligibility criteria, program requirements, and documentation. These housing organizations have robust referral systems with regional agencies to identify rural homeowners who need repairs and rehabilitation modifications. They have well-established procedures to prescreen and assess the needs of eligible homeowners, develop the scopes of work, and carry out or oversee the rehabilitation work. Due to the lack of funding, these organizations have lengthy waiting lists.

(ii) The process for selecting recipients for HPG assistance, determining housing preservation needs of the dwelling, performing the necessary work, and monitoring/inspecting work performed.

Process:
The process includes: 1) Outreach Workers for the local housing non-profits and other referral agencies prescreen applicants, verify income, and assess need. 2) Outreach Workers assist applicants in filling out the grant application. 3) The completed application is then sent to TJPDC for final approval by the Project Officer, who will also prepare the environmental review documents, including obtaining a ruling from the Department of Historic Resources, before project commencement. 4) TJPDC's Project Officer then assigns approved projects to the appropriate subcontracting agency. 5) The subcontracting agency oversees the project, recruits volunteers and donated materials when possible, hires contractors and subcontractors as needed, and arranges the final inspection by the local building inspector, when required, or another qualified inspector. 6) The Project Officer verifies the work, monitors billing, and prepares and files grant and expense reports.

(iii) A description of the process for identifying potential environmental impacts in accordance with § 1944.672 of this subpart, and the provisions for compliance with Stipulation I.A–G of the PMOA (RD Instruction 2000–FF available in any Rural Development office) in accordance with 7 CFR 1944.673(b). With the exception of Stipulation I.D of the PMOA, this may be accomplished by adoption of exhibit F–1 within RD Instruction 1944–N (available in any Rural Development office), or another process supplying similar information acceptable to Rural Development.

Environmental Impacts:
The subcontracting agency will do a visual assessment before any work is initiated. Any identified concerns will be further assessed so that each project is designed to minimize any environmental impact. TJPDC's staff will prepare maps showing the floodplain, wetlands, endangered species, habitats, proximity to railroads and airports, and use EPA's NEPAssist tool to identify proximity to hazardous sites and environmental concerns. TJPDC creates a map showing the project's location on the most recently available USGS quadrangle maps and accesses and prints out a map and relevant information from DHR's V-CRIS online database. Either TJPDC or the sub-recipient compiles the package for submission to the Virginia Department of Historic Resources (DHR), providing a clear description of the project, the location shown on USGS map, photographs, and the results of the DHR Archive Search. TJPDC and its subrecipients will only undertake activities for which DHR has determined that no historic properties will be affected by the proposed work and properties not located in a floodplain. A concurrence letter from the Virginia Department of Historic Resources is attached, as well as a signed RD 1944-N Exhibit F-1 form.

(iv) The development standard(s) the applicant will use for the housing preservation work; and, if not the Rural Development standards for existing dwellings, the evidence of its acceptance by the jurisdiction where the grant will be implemented.

Development Standards:
USDA Rural Development standards for existing dwellings will be used. If required, a local building permit will be acquired for each site, and modifications will meet all local standards.

(v) The time schedule for completing the program.

Time Period:
All funds will be utilized as quickly as possible since the need is great. All funds will be used by the end of the 2-year grant period or sooner.

(vi) The staffing required to complete the program.

Staffing:
With this grant, the Project Officer will approve applications, verify work, monitor billing, prepare and file grant and expense reports, and distribute funds. One of the TJPDC planners will prepare the maps for the environmental review process, with the Project Officer preparing the balance of the Environmental Review Record. The Finance Director will process check requests, obtain necessary signatures for checks, and prepare financial statements to support reimbursement requests. The

Finance Director will not charge time directly to the project; financial work is included in TJPDC's indirect cost rate.

(vii) The estimated number of very low- and low-income minority and nonminority persons the grantee will assist with HPG funds; and, if a rental property or cooperative assistance program, the number of units and the term of restrictive covenants on their use for very low- and low-income.

Number of Persons to Be Served:
Based on an award amount of $83,819, this would allow for 24 total households to benefit from HPG funds in the TJPD region. The number of households estimated to be served with this grant is based on average assistance of $3,500 per unit, or 23 very low-income households, assuming a 95% projects are for very or extremely low income households (estimate of 50 people total). TJPDC's indirect cost rate for FY27 (FFY26) is 50%. The rate is based on the audit for the FY25 year. For the combined FFY24 and FFY25 grant programs, 95% or more of households were very low-income, the remaining 5% were low income. This funding is distributed to subrecipients on a "first come, first served" basis.

(viii) The geographical area(s) to be served by the HPG program.

Area Served:
Within Virginia's Thomas Jefferson Planning District, all four rural counties (Fluvanna, Greene, Louisa, and Nelson) plus the eligible rural areas of Albemarle County will be served.

(ix) The annual estimated budget for the program period based on the financial needs to accomplish the objectives outlined in the proposal. The budget should include proposed direct and indirect administrative costs, such as personnel, fringe benefits, travel, equipment, supplies, contracts, and other cost categories, detailing those costs for which the grantee proposes to use the HPG grant separately from non-HPG resources, if any. If applicable, applicants should list HPG leveraged funds as they will be tracked during draw requests to ensure use. The applicant budget should also include a schedule (with amounts) of how the applicant proposes to draw HPG grant funds, i.e., monthly, quarterly, lump sum for program activities, etc. The applicant may use SF-424A or their own budget spreadsheets to provide this information.

Grant Budget:

Considering an award of $83,819.00, the budget includes $68,731.58 in HPG funds and $68,731.58 in funding match provided by sub-recipients carrying out the projects, for a total project budget of $137,463.16. HPG funds in the amount of $12,572.85 are budgeted for TJPDC's administrative costs, and $2,514.57 are budgeted for subrecipients' administrative costs, directly related to the project. Administrative costs for both the TJPDC and the subrecipient total $15,087.42. This represents 18% of HPG funds and 10.9% of the total project budget. Percentage wise, 15% of HPG funds will be set aside for grant administration through TJPDC, and the remaining 3% of funds for administration will go to subrecipients for project administration. The $68,731.58 in HPG grant funds, along with $68,731.58 of match funding, will be used for grants for the actual emergency repairs and home safety modifications. Draws against grant funds will be made monthly or quarterly, with financial and program reports submitted quarterly.

(x) A copy of an indirect cost proposal when the applicant has another source of Federal funding in addition to the Rural Development HPG program.

Indirect Cost Proposal:
TJPDC receives other federal funds. TJPDC's indirect cost rate proposal is submitted to the Virginia Department of Transportation (VDOT) to apply for federal funding for the Metropolitan Planning Organization (MPO). VDOT serves as the cognizant agency, acting on behalf of the Federal Highways Administration (FWHA). TJPDC's indirect cost rate is based on the actual rate for the most recently completed audit. The rate calculated by the FY25 audit is 50%, which has been approved by our cognizant agent, VDOT. The FY25 rate calculation is scheduled to be used for FY27 (July 1, 2026 – June 30, 2027). Materials submitted to VDOT, including pages from the FY25 audit, and an approved final letter from VDOT are included in this application package.

(xi) A brief description of the accounting system to be used.

Accounting System:
All invoices will be submitted to TJPDC's Program Officer for approval before payment. Revenues and expenses are reviewed every month. Quarterly financial summaries will be submitted to Rural Development. In-kind donations and volunteer hours will also be documented in the quarterly reports. TJPDC utilizes QuickBooks for its financial management system. TJPDC uses a chart of accounts to classify transactions. Governmental financial statements are produced at the end of the fiscal year. An independent firm conducts the annual audit. TJPDC's fiscal year runs from July 1 to June 30. The audit serves as the basis for the indirect cost rate proposal for the fiscal year.

(xii) The method of evaluation to be used by the applicant to determine the effectiveness of its program which encompasses the requirements for quarterly reports to Rural Development in accordance with 7 CFR 1944.683(b) and the monitoring plan for rental properties and cooperatives (when applicable) according to 7 CFR 1944.689.

Evaluation Method:
Quarterly reports are provided to Rural Development, and oversight is provided by the Program Manager and the Outreach Workers. Suggestions and input from TJPDC staff and the Housing Directors Council will be used to improve the program. TJPDC will continue the practice of surveying collaborating agencies at the end of the year.

(xiii) The source and estimated amount of other financial resources to be obtained and used by the applicant for both HPG activities and housing development and/or supporting activities.

Other Funding:

Subrecipients have committed to providing local match equal to awarded HPG funds. When possible, volunteer labor and donated materials will be utilized by the subcontracting agencies. All funds will be leveraged utilizing federal, state, and local assistance where available, cash donations, special event proceeds, private foundation grants, and support from local financial institutions and corporate donors. Only non-federal funds will be reported as a match. Typically, USDA HPG funds comprise about 30% of total project costs, meaning that our subrecipients leverage close to 3 times as much money as the USDA grant funding for completion of rehabilitation projects.

(xiv) The use of program income; if any, and the tracking system used for monitoring same.

Program Income:
HPG funds are proposed to be used as grants. If a client can repay some or all of the funds, repayments will be treated as program income and utilized in the same way as the original HPG funding. All program income and designated donations are considered restricted funds and are identified in separate line items in the general ledger.

(xv) The applicant's plan for disposition of any security instruments held by them as a result of its HPG activities in the event of its loss of legal status.

Security Instruments:
Any security instruments required will be held by the housing non-profit completing the work. If any of the housing non-profits should cease operations, all security instruments will be assigned to another non-profit in the region.

(xvi) Any other information necessary to explain the proposed HPG program.

Other Information:
TJPDC initially applied for 2015 HPG funds in response to a request from Piedmont Housing Alliance (PHA). PHA provided guidance and sample forms to assist TJPDC in setting up its forms and procedures, and these continue to work well.

(xvii) The outreach efforts outlined in 7 CFR 1944.671(b).

Outreach Efforts:
All housing non-profits conduct their own outreach efforts and have strong referral networks. These efforts have resulted in long waiting lists. FLHF, one of the subrecipients, reports over 50 households currently on their waiting list. Eligible clients will be drawn from current waiting lists, new outreach efforts, and referrals from local agencies. Outreach has resulted in applicants who are proportionately similar to the population of the service areas. RD 1944-N Exhibit E-1 will be used to report on the demographic characteristics of clients served.

Housing Preservation Grant Program Application – per RD Instruction 1944-N
Prepared by the Thomas Jefferson Planning District Commission for public comment ending September 3rd, 2026.

Housing Preservation Grant (HPG) – TJPDC Application for Disaster Funding
Statement of Activities

(1) Standard Form (SF) 424 – attached.
(2) Statement of Activities: Application Information

(i) A complete discussion of the type of and conditions for financial assistance for housing preservation, including whether the request for assistance is for a homeowner assistance program, a rental property assistance program, or a cooperative assistance program.

TJPDC's Housing Preservation Grant Program Description:
The Thomas Jefferson Planning District Commission (TJPDC) was created in 1972 and is one of 21 PDCs and Regional Commissions in Virginia. The General Assembly established Planning District Commissions in 1969 to encourage and facilitate regional solutions to problems of area-wide significance. TJPDC has a long history of leadership in the area of affordable housing. TJPDC serves as the administrative and planning agent for the Charlottesville HOME Consortium, established through TJPDC efforts in 1992 as the first HOME Consortium in Virginia. From 2018-2024, the HOME Consortium has received $4,551,174 in HOME funds. In FY25, the TJPDC was awarded $651,111.06 in HOME funding. HOME funds have been used to assist homebuyers, rehabilitate owner-occupied homes, and develop new housing units for home ownership or rental. Housing Preservation Grant funds have been an important adjunct to the HOME program, providing additional funds for rehabilitation projects.

TJPDC created and incorporated the Thomas Jefferson Housing Improvement Corporation (TJHIC) in 1983 to assist in the development and provision of new residential housing and the improvement, repair, and rehabilitation of substandard residential housing and community development in the Virginia Counties of Albemarle, Fluvanna, Greene, Louisa, and Nelson. The IRS approved tax-exempt status in 1985. TJHIC also became a Community Development Housing Organization (CHDO).

In 1996, TJHIC became the Piedmont Housing Alliance (PHA), which assumed its non-profit status and all housing projects. In 1998, PHA initiated a regional Elderly and Disabled Home Safety Revolving Loan Fund to provide low-interest loans and deferred loans for emergency repairs and home safety modifications for elderly and disabled persons in the five counties of the planning district. In 2005, the program became a grant fund (Repair & Rehabilitation Fund) focusing on home repairs and rehabilitation for low-income households regardless of age or whether persons with disabilities were involved.

TJPDC has been administering Housing Preservation Grant programs since 2015, ten years. PHA received Housing Preservation Grants in 2001, 2002, 2005, 2006, 2008, 2009, 2010, 2011, 2012, and 2013. PHA requested that the TJPDC apply for HPG funds in July 2015. TJPDC was awarded $32,495.11 for the period beginning October 1, 2015 and ending September 30, 2017. Sixteen projects were completed by September 2016, serving 34 people, with an average HPG assistance level of $1,692.88 per project. Our second HPG grant totaled $41,683. Sixteen projects were completed, serving 33 people, with average assistance of $2,605.20. The FFY17 HPG grant totaled $54,338, with 20 projects completed serving 32 people. The FFY18 HPG grant totaled $119,745.24, with 29 projects completed, serving 49 people, with an average assistance of $3,039.46. The FFY19 HPG grant totaled $117,821.46, completed 36 projects, and served 66 people, with an average assistance of $2,781.90. The FFY20 grant totaled $107,656.80 and served 53 people, with an average assistance of $3,160.77. The FFY21 grant of $156,595 served 72 people, with an average assistance of $3,517.31. The FFY22 grant of $215,000 included 52 projects, serving 91 people, with an average assistance of $3,442.13. The FFY23 grant of $212,435 served 107 people across 51 projects, with an average assistance of $3,391.90. The FFY24 grant completed 28 projects serving 65 people with average assistance of $3,415.62.

Client demand for these resources is very high in this region. The capacity to effectively deliver services is also high, with established housing non-profits consisting of the Albemarle Housing Improvement Program (AHIP), the Fluvanna/Louisa Housing Foundation (F/LHF), Skyline CAP (serving Greene County), and the Nelson County Community Development Foundation (NCCDF). The localities have designated these housing organizations as sub-recipients for the HOME program and have close working relationships with TJPDC.

TJPDC continues to manage the program as PHA established it in the past. TJPDC has agreements in place with local housing non-profit organizations to carry out individual modification projects in their respective counties. Our local housing non-profits are familiar with the program and its eligibility criteria, program requirements, and documentation. These housing organizations have robust referral systems with regional agencies to identify rural homeowners who need repairs and rehabilitation modifications. They have well-established procedures to prescreen and assess the needs of eligible homeowners, develop the scopes of work, and carry out or oversee the rehabilitation work. Due to the lack of funding, these organizations have lengthy waiting lists.

(ii) The process for selecting recipients for HPG assistance, determining housing preservation needs of the dwelling, performing the necessary work, and monitoring/inspecting work performed.

Process:
The process includes: 1) Outreach Workers for the local housing non-profits and other referral agencies prescreen applicants, verify income, and assess need. 2) Outreach Workers assist applicants in filling out the grant application. 3) The completed application is then sent to TJPDC for final approval by the Project Officer, who will also prepare the environmental review documents, including obtaining a ruling from the Department of Historic Resources, before project commencement. 4) TJPDC's Project Officer then assigns approved projects to the appropriate subcontracting agency. 5) The subcontracting agency oversees the project, recruits volunteers and donated materials when possible, hires contractors and subcontractors as needed, and arranges the final inspection by the local building inspector, when required, or another qualified inspector. 6) The Project Officer verifies the work, monitors billing, and prepares and files grant and expense reports.

(iii) A description of the process for identifying potential environmental impacts in accordance with § 1944.672 of this subpart, and the provisions for compliance with Stipulation I.A–G of the PMOA (RD Instruction 2000–FF available in any Rural Development office) in accordance with 7 CFR 1944.673(b). With the exception of Stipulation I.D of the PMOA, this may be accomplished by adoption of exhibit F–1 within RD Instruction 1944–N (available in any Rural Development office), or another process supplying similar information acceptable to Rural Development.

Environmental Impacts:
The subcontracting agency will do a visual assessment before any work is initiated. Any identified concerns will be further assessed so that each project is designed to minimize any environmental impact. TJPDC's staff will prepare maps showing the floodplain, wetlands, endangered species, habitats, proximity to railroads and airports, and use EPA's NEPAssist tool to identify proximity to hazardous sites and environmental concerns. TJPDC creates a map showing the project's location on the most recently available USGS quadrangle maps and accesses and prints out a map and relevant information from DHR's V-CRIS online database. Either TJPDC or the sub-recipient compiles the package for submission to the Virginia Department of Historic Resources (DHR), providing a clear description of the project, the location shown on USGS map, photographs, and the results of the DHR Archive Search. TJPDC and its subrecipients will only undertake activities for which DHR has determined that no historic properties will be affected by the proposed work and properties not located in a floodplain. A concurrence letter from the Virginia Department of Historic Resources is attached, as well as a signed RD 1944-N Exhibit F-1 form.

(iv) The development standard(s) the applicant will use for the housing preservation work; and, if not the Rural Development standards for existing dwellings, the evidence of its acceptance by the jurisdiction where the grant will be implemented.

Development Standards:
USDA Rural Development standards for existing dwellings will be used. If required, a local building permit will be acquired for each site, and modifications will meet all local standards.

(v) The time schedule for completing the program.

Time Period:
All funds will be utilized as quickly as possible since the need is great. All funds will be used by the end of the 2-year grant period or sooner.

(vi) The staffing required to complete the program.

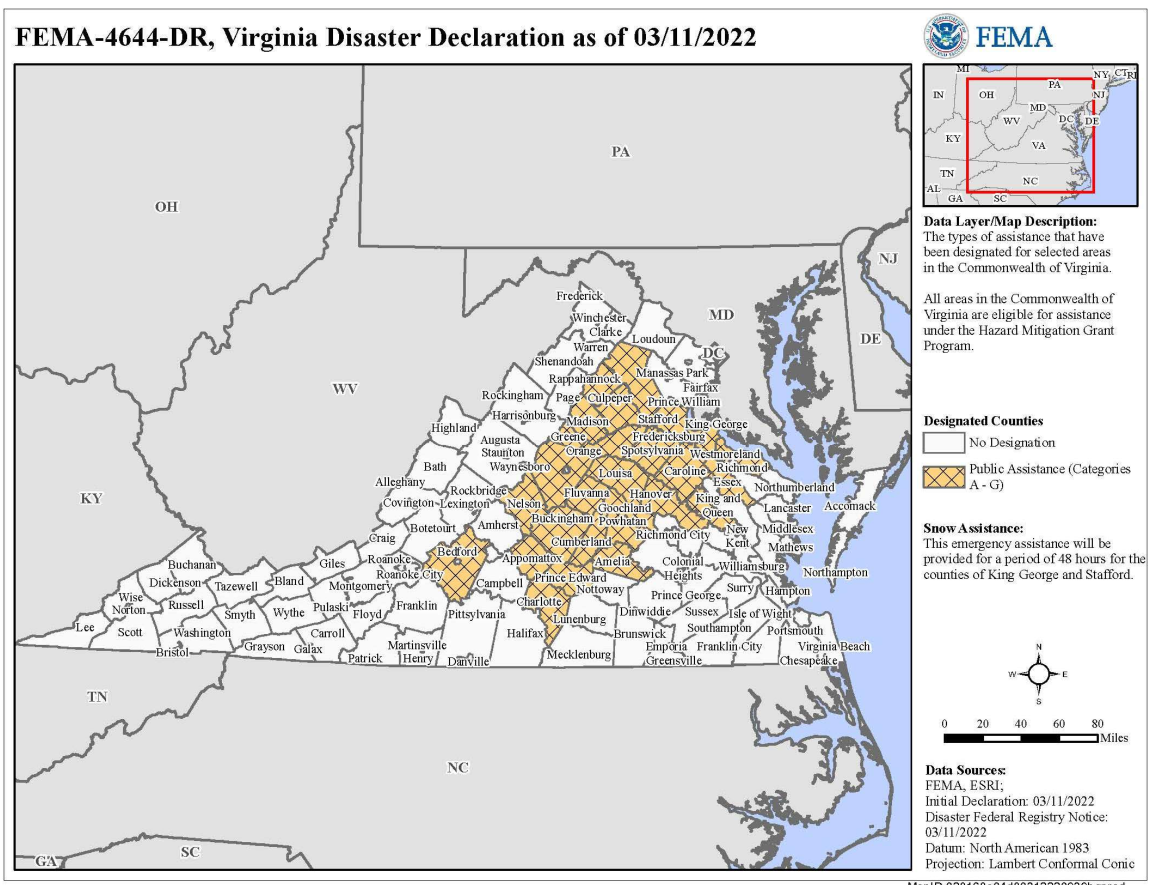
Staffing:
With this grant, the Project Officer will approve applications, verify work, monitor billing, prepare and file grant and expense reports, and distribute funds. One of the TJPDC planners will prepare the maps for the environmental review process, with the Project Officer preparing the balance of the Environmental Review Record. The Finance Director will process check requests, obtain necessary signatures for checks, and prepare financial statements to support reimbursement requests. The

Finance Director will not charge time directly to the project; financial work is included in TJPDC's indirect cost rate.

(vii) The estimated number of very low- and low-income minority and nonminority persons the grantee will assist with HPG funds; and, if a rental property or cooperative assistance program, the number of units and the term of restrictive covenants on their use for very low- and low-income.

Number of Persons to Be Served:
Based on an award amount of $50,000, this would allow for 14 total households to benefit from HPG funds in the TJPD region. The number of households estimated to be served with this grant is based on average assistance of $3,500 per unit, or 13 very low-income households, assuming a 95% projects are for very or extremely low income households (estimate of 30 people total). TJPDC's indirect cost rate for FY27 (FFY26) is 50%. The rate is based on the audit for the FY25 year. For the combined FFY24 and FFY25 grant programs, 95% or more of households were very low-income, the remaining 5% were low income. This funding is distributed to subrecipients on a “first come, first served” basis.

(viii) The geographical area(s) to be served by the HPG program.



Area Served:
Within Virginia's Thomas Jefferson Planning District, all four rural counties (Fluvanna, Greene, Louisa, and Nelson) plus the eligible rural areas of Albemarle County will be served. These counties are all covered by the Virginia Disaster Declaration Map from FEMA for the year 2022, making all our jurisdictions eligible for funding, see above map.

(ix) The annual estimated budget for the program period based on the financial needs to accomplish the objectives outlined in the proposal. The budget should include proposed direct and indirect administrative costs, such as personnel, fringe benefits, travel, equipment, supplies, contracts, and other cost categories, detailing those costs for which the grantee proposes to use the HPG grant separately from non-HPG resources, if any. If applicable, applicants should list HPG leveraged funds as they will be tracked during draw requests to ensure use. The applicant budget should also include a schedule (with amounts) of how the applicant proposes to draw HPG grant funds, i.e., monthly, quarterly, lump sum for program activities, etc. The applicant may use SF-424A or their own budget spreadsheets to provide this information.

Grant Budget:

Considering an award of $50,000.00, the budget includes $41,000.00 in HPG funds and $41,000.00 in funding match provided by sub-recipients carrying out the projects, for a total project budget of $81,000.00. HPG funds in the amount of $7,500.00 are budgeted for TJPDC's administrative costs, and $1,500.00 are budgeted for subrecipients' administrative costs, directly related to the project. Administrative costs for both the TJPDC and the subrecipient total $9,000.00. This represents 18% of HPG funds and 11.1% of the total project budget. Percentage wise, 15% of HPG funds will be set aside for grant administration through TJPDC, and the remaining 3% of funds for administration will go to subrecipients for project administration. The $41,000.00 in HPG grant funds, along with $41,000.00 of match funding, will be used for grants for the actual emergency repairs and home safety modifications. Draws against grant funds will be made monthly or quarterly, with financial and program reports submitted quarterly.

(x) A copy of an indirect cost proposal when the applicant has another source of Federal funding in addition to the Rural Development HPG program.

Indirect Cost Proposal:
TJPDC receives other federal funds. TJPDC's indirect cost rate proposal is submitted to the Virginia Department of Transportation (VDOT) to apply for federal funding for the Metropolitan Planning Organization (MPO). VDOT serves as the cognizant agency, acting on behalf of the Federal Highways Administration (FWHA). TJPDC's indirect cost rate is based on the actual rate for the most recently completed audit. The rate calculated by the FY25 audit is 50%, which has been approved by our cognizant agent, VDOT. The FY25 rate calculation is scheduled to be used for FY27 (July 1, 2026 – June 30, 2027). Materials submitted to VDOT, including pages from the FY25 audit, and an approved final letter from VDOT are included in this application package.

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Thomas Jefferson
Planning District Commission

Intergovernmental Review Item

FFY26: Intergovernmental Review: TJPDC Application for Housing Preservation Grant.

The Thomas Jefferson Planning District Commission (TJPDC) is applying for Housing Preservation Grant (HPG) federal funding for FFY26. TJPDC has served as the grantee for the regional Housing Preservation Grant program for the past eleven years, succeeding Piedmont Housing Alliance (PHA), who served as the grant recipient and administrator for the region for several years.

The TJPDC will be applying for $50,000 in disaster funding allocated to regions affect by a Presidentially declared disaster in fiscal year 2023 through USDA. If awarded, TJPDC will continue to subcontract with local housing non-profit organizations (AHIP, FLHF, Skyline CAP, and NCCDF) to carry out individual assistance projects in their respective counties. The grant will provide funding for emergency repairs, rehabilitation, and home safety modifications for very low-income rural homeowners in Albemarle, Fluvanna, Greene, Louisa, and Nelson counties. A draft statement of activities will be made available for review and published in the Daily Progress on August 18, 2026.

As required by U.S. Executive Order 12372 of July 14, 1982, applicants for the Housing Preservation Grant must conduct an Intergovernmental Review (IGR), notifying state and local governments. The Commonwealth of Virginia does not have a designated Single Point of Contact (SPOC) for IGRs. Affected local governments are notified through review at the regional level.

TJPDC Contact:
Name: Logan Ende
Phone: (540) 698-1272
Email: lende@tjpdc.org
Address: PO Box 1505, Charlottesville, VA 22902

Date IGR Received: September 3, 2026
Date IGR Presented to TJPDC Commission: September 3, 2026
Date of Comment Period Opened: August 18, 2026
Public Comment Period Ends: September 3, 2026

Attested to:

Christine E B Jacobs   9/3/2026

Christine Jacobs   Date
TJPDC Executive Director

Thomas Jefferson
Planning District Commission

Intergovernmental Review Item

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The TJPDC will be applying for $83,819, or half of the state of Virginia allocation, in USDA HPG funds. If awarded, TJPDC will continue to subcontract with local housing non-profit organizations (AHIP, FLHF, Skyline CAP, and NCCDF) to carry out individual assistance projects in their respective counties. The grant will provide funding for emergency repairs, rehabilitation, and home safety modifications for very low-income rural homeowners in Albemarle, Fluvanna, Greene, Louisa, and Nelson counties. A draft statement of activities will be made available for review and published in the Daily Progress on August 18, 2026.

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Attested to:

Christine Jacobs
TJPDC Executive Director

9/3/2026
Date

Thomas Jefferson Planning District Commission
PO box 1505, 401 East Water Street, Charlottesville, VA 22902
434-979-7310 --- info@tjpdc.org

RESOLUTION OF INTERGOVERNMENTAL REVIEW AND PROJECT SUPPORT FOR HOUSING PRESERVATION GRANT

WHEREAS, the Thomas Jefferson Planning District Commission, in cooperation with the City of Charlottesville and Counties of Albemarle, Greene, Fluvanna, Louisa, and Nelson, resolves to apply for a Housing Preservation Grant (HPG) from the Rural Development Office of the U.S. Department of Agriculture, authorized by Section 533 of the Housing Act of 1949, as amended by Section 522 of Title V of the Housing Urban-Rural Recovery Act of 1983 (Pub. L. 98-181); and

WHEREAS, the Thomas Jefferson Planning District Commission has met the pre-application requirements §1944.674 of Housing Preservation Grants; and

WHEREAS, the Thomas Jefferson Planning District Commission is eligible to submit application for such grants through the Rural Development Office, as stated in RD Instruction 1944-N; and

WHEREAS, United States Executive Order 12372 of July 14, 1982 requires federal agencies to provide opportunities for consultation with state and local governments directly affected by federal financial assistance; and

WHEREAS, Executive Order 12372 is more commonly known as an Intergovernmental Review (IGR) and the TJPDC is the designated regional entity for Virginia Region Ten; and

WHEREAS, the TJPDC has notified all required state and local agencies of this intent to apply for their comments and concerns prior to final execution of a funding agreement; and

NOW, THEREFORE, BE IT RESOLVED that the Thomas Jefferson Planning District Commission endorses the Application to Rural Development for HPG funds, in the amount of $83,819;

AND IS SO RESOLVED that the Intergovernmental Review of providing notice to state, regional, and local governmental agencies have now occurred; and

BE IT FURTHER RESOLVED by the Thomas Jefferson Planning District Commission that Christine Jacobs, Executive Director of the TJPDC, is authorized to submit the above-mentioned project to the USDA Rural Development Office for funding and to sign all approvals, contracts, certifications, and amendments pertaining to the application, award, and implementation of this funding.

Adopted by the Thomas Jefferson Planning District Commission at a meeting of the Commission on September 3, 2026, in the City of Charlottesville, Virginia, a quorum being present.

____
Christine Jacobs, Executive Director
Thomas Jefferson Planning District Commission

____
Date

____
Michael Payne, Chair
Thomas Jefferson Planning District Commission

____
Date

Thomas Jefferson Planning District Commission
PO box 1505, 401 East Water Street, Charlottesville, VA 22902
434-979-7310 --- info@tjpdc.org

RESOLUTION OF INTERGOVERNMENTAL REVIEW AND PROJECT SUPPORT FOR HOUSING PRESERVATION GRANT

WHEREAS, the Thomas Jefferson Planning District Commission, in cooperation with the City of Charlottesville and Counties of Albemarle, Greene, Fluvanna, Louisa, and Nelson, resolves to apply for a Housing Preservation Grant (HPG) from the Rural Development Office of the U.S. Department of Agriculture, authorized by Section 533 of the Housing Act of 1949, as amended by Section 522 of Title V of the Housing Urban-Rural Recovery Act of 1983 (Pub. L. 98-181); and

WHEREAS, the Thomas Jefferson Planning District Commission has met the pre-application requirements §1944.674 of Housing Preservation Grants; and

WHEREAS, the Thomas Jefferson Planning District Commission is eligible to submit application for such grants through the Rural Development Office, as stated in RD Instruction 1944-N; and

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WHEREAS, Executive Order 12372 is more commonly known as an Intergovernmental Review (IGR) and the TJPDC is the designated regional entity for Virginia Region Ten; and

WHEREAS, the TJPDC has notified all required state and local agencies of this intent to apply for their comments and concerns prior to final execution of a funding agreement; and

NOW, THEREFORE, BE IT RESOLVED that the Thomas Jefferson Planning District Commission endorses the Application to Rural Development for HPG Disaster funds, in the amount of $50,000;

AND IS SO RESOLVED that the Intergovernmental Review of providing notice to state, regional, and local governmental agencies have now occurred; and

BE IT FURTHER RESOLVED by the Thomas Jefferson Planning District Commission that Christine Jacobs, Executive Director of the TJPDC, is authorized to submit the above-mentioned project to the USDA Rural Development Office for funding and to sign all approvals, contracts, certifications, and amendments pertaining to the application, award, and implementation of this funding.

Adopted by the Thomas Jefferson Planning District Commission at a meeting of the Commission on September 3, 2026, in the City of Charlottesville, Virginia, a quorum being present.

______________________________	______________________________
Christine Jacobs, Executive Director Thomas Jefferson Planning District Commission	Michael Payne, Chair Thomas Jefferson Planning District Commission
____________________	____________________
Date	Date

Thomas Jefferson Planning District Commission

Regional Vision ▪ Collaborative Leadership ▪ Professional Service

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)

DRAFT Minutes, August 6, 2026

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		Laura Greene, Finance Director	x	
Fluvanna County			Laurie Jean Talun, Regional Program Manager	x	
Tony O'Brien	x		Isabella O'Brien, Regional Environmental Planner II	x	
Tim Hodge	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			Keith Smith	x	
City of Charlottesville			Yonna Smith	x	
Jen Fleisher	x				
Michael Payne, Chair	x				

1. CALL TO ORDER:

a. Call to Order, Roll Call:

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

b. Vote to Allow Electronic Participation (if needed):

None

2. MATTERS FROM THE PUBLIC:

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

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

3. <u>ADMINISTRATION:</u>

a. Introductions

Chair Payne introduced Kate Wythe, who began work at the TJPDC on July 1 as the Director of Regional Planning and Operations. Kate offered a few remarks about her background. Members also introduced themselves to new Commissioner Tim Hodge (Fluvanna County).

b. Special Recognition

Christine Jacobs presented Keith Smith with the 2026 Robert W. Baker Achievement Award from the Virginia Association of Planning District Commissions, recognizing him for his efforts to promote regional planning and development in Virginia.

c. Remote 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 the same as adopted last year by the Commission.

Motion/Action: On a motion by Tim Hodge, seconded by Tony O'Brien, the Commission unanimously voted to adopt the Remote Electronic Meeting Participation and All-Virtual Meeting Policy, as presented.

d. Appointments for Next Meeting:

- **a. Central Virginia Regional Housing Partnership (TJPDC Member)**
- **b. TJPDC Corporation (Fluvanna Member)**

Christine Jacobs highlighted the purpose and work of both the CVRHP and the TJPDC Corporation. Commissioners discussed several possible scenarios regarding the appointments to be made at the September 3 Commission meeting.

4. <u>PRESENTATIONS:</u>

a. Regional Housing Study Update

Laurie Jean Talun, Regional Program Manager, updated the Commission on the 2027 Regional Housing Study, a two-year examination to assess current and future housing challenges in the region. The study will identify needs and trends, develop solutions and support local funding and planning efforts with helpful data for local decision making. The last regional study was done in 2019. She also noted that the next housing summit for the region will be held next April.

b. Draft Solid Waste Management Plan

Isabella O'Brien, Regional Planner, presented the draft FY27 Solid Waste Management Plan. She explained details about how the solid waste planning unit (Albemarle, Charlottesville, Fluvanna, and Greene) conducts an annual census of solid waste and recycling activities and manages the solid waste planning requirements. She then gave an overview of development of the latest update to the plan's goals, which included a survey, a community workshop and utilization of an advisory committee.

5. *CONSENT AGENDA:

a. Minutes of the June 4, 2026 Commission Meeting
b. May and June Financial Reports
    i. June Dashboard Report
    ii. May and June Consolidated Profit & Loss Statement
    iii. May and June Balance Sheet
    iv. May and June Accrued Revenue Report

Motion/Action: On a motion by Tim Hodge, seconded by Jen Fleisher, the Commission unanimously approved the Consent Agenda as presented.

6. NEW BUSINESS:

a. FY26 QUARTER FOUR (APRIL – JUNE) FINANCIAL REPORT AND PROFIT/LOSS PRIOR YEAR COMPARISON

Laura Greene, Finance Director, briefed the Commission on the FY26 year-end financial reports, focusing on the fourth quarter. She discussed the status of net quick assets, unrestricted cash on hand, net revenue, and other related financial information.

Motion/Action: On a motion by Tim Hodge, seconded by Mike Pruitt, the Commission unanimously accepted the Quarter Four financial report, as presented.

b. RURAL HEALTH TRANSFORMATION STAFF MEMO/RESOLUTION OF SUPPORT

David Blount, Deputy Director, provided an overview of this initiative that stems from the federal H.R. 1 legislation. PDCs have been asked by the state to be implementation partners for mobile and hybrid rural healthcare projects by administering grants awarded for the like of mobile clinics, telehealth initiatives, and other efforts to expand access to healthcare. The state is looking for eight to 10 PDCs with which to partner. Commissioners had questions about particulars of how the program would work administratively. Christine Jacobs offered that there are still many unknowns, and that the resolution would authorize TJPDC to continue to investigate this possibility and to, act if prudent to do so.

Motion/Action: On a motion by Tim Hodge, seconded by Mike Pruitt, the Commission unanimously approved the "Resolution to Authorize Participation in the Rural Health Transformation Program," as presented.

7. OLD BUSINESS:

None

8. EXECUTIVE DIRECTOR'S REPORT:

a. Monthly Report

Christine Jacobs noted that her report was included in the meeting packet. She highlighted information about the submission of Smart Scale applications by TJPDC staff; the kickoff of the Rural Long Range Plan work; additional money awarded for the PATH program; and the possibility of applying to the state for funding to develop a Debris Management Plan.

9. OTHER BUSINESS:

a. Roundtable Discussion by Jurisdiction

b. Next Meeting – September 3, 2026, 7:00 pm

Items for next meeting:

i. VATI Presentation/Update (6 months)
ii. WIP Grant – New Program Funding
iii. Community Development Block Grant (CDBG) 101
iv. Draft FY28 Projected Annual Budget and Local Revenue Requests
v. HOME and CDBG CAPER Draft Presentation and Public Hearing, Resolution
vi. Solid Waste Plan/Public Hearing
vii. Rural Long Range Plan Update
viii. Resolution Authorizing Signing DRPT Master Agreement
ix. Housing Preservation Grant Pre-Application and Inter-Governmental Review and Resolution – For Consideration/Approval
x. July Financials

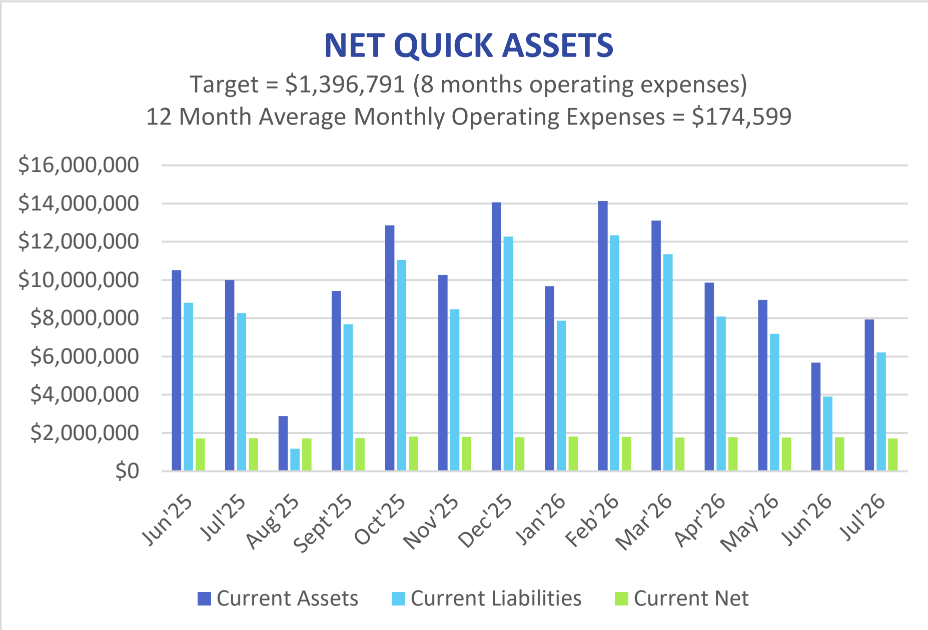
10. ADJOURNMENT:

Motion/Action: The meeting was declared adjourned at 9:11 pm.

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

FY 27 FINANCIAL DASHBOARD

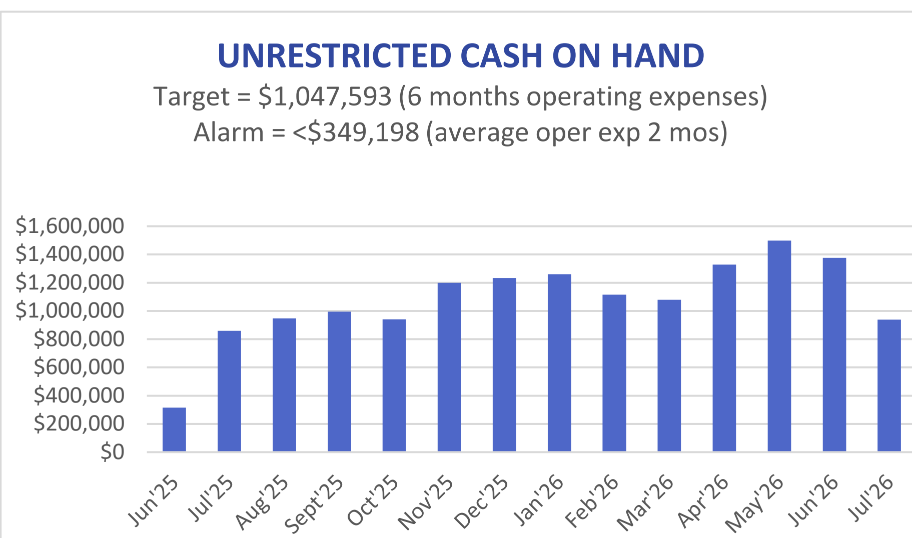
Through July 2026



MONTHLY NET QUICK ASSETS

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
Nov'25 = $1,792,016
Dec'25 = $1,786,737
Jan'26 = $1,807,543
Feb'26 = $1,792,265
Mar'26 = $1,762,278
Apr'26 = $1,777,776
May'26 = $1,770,121
Jun'26 = $1,777,530
Jul'26 = $1,720,857

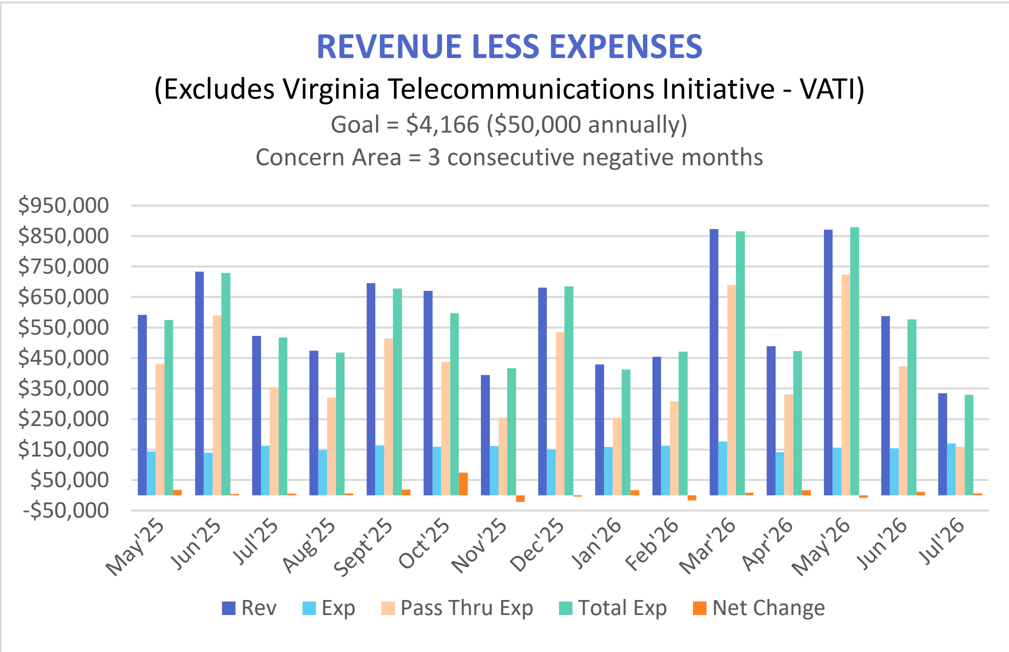
NET QUICK ASSETS are the highly liquid assets held by the agency, including cash, marketable securities, and accounts receivable. Net quick assets (NQA) are calculated as current assets (cash + marketable securities + prepaid assets + accounts receivable) minus current liabilities of payables and deferred 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 July 31, TJPDC had 9.86 months of operating expenses. The rolling twelve-month average operating expenses increased to $174,599. The 3-month average operating expenses increased to $174,040. Actual operating expenses for July were $184,155. Capital reserves as of July 31 were $324,066 (NQA minus 8 months of operating expenses).



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.

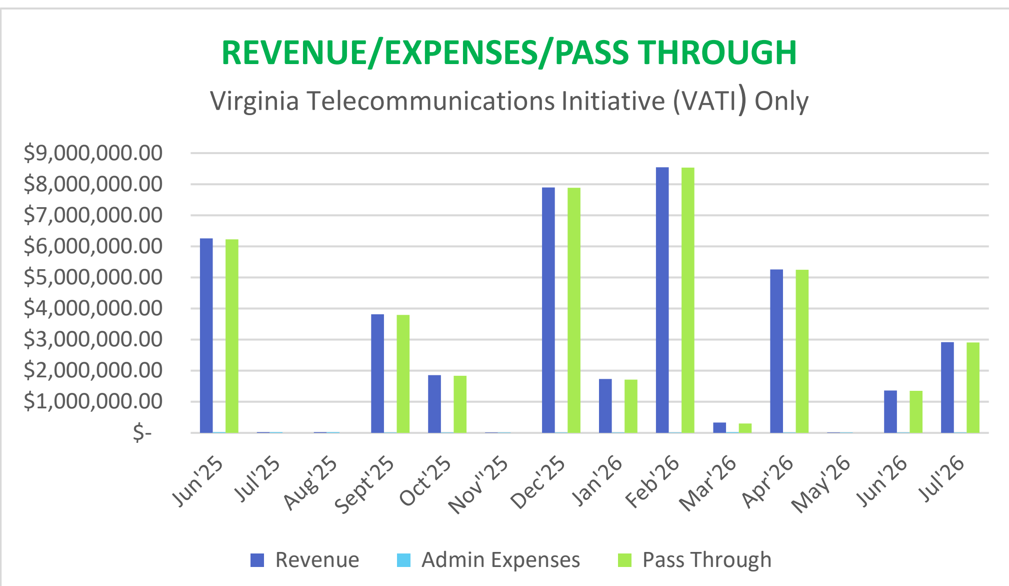
MONTHS OF UNRESTRICTED CASH divides unrestricted cash on hand by the agency's average monthly operating expenses to give the number of months of operation without any additional cash received. July financials indicate that there were 5.38 months of unrestricted cash on hand available.

NET REVENUE:



MONTHLY NET REVENUE

Jun'25 = $4,220
Jul'25 = $5,544
Aug'25 = $6,503
Sept'25 = $18,207
Oct'25 = $73,864
Nov'25 = ($22,083)
Dec'25 = ($4,339)
Jan'26 = $17,056
Feb'26 = ($16,721)
Mar'26 = $7,860
Apr'26 = $16,117
May'26 = ($8,361)
Jun'26 = $11,021
Jul'26 = $5,996



MONTHLY ADMIN

Jun'25 = $24,701
Jul'25 = $18,866
Aug'25 = $20,029
Sept'25 = $16,927
Oct'25 = $17,505
Nov'25 = $12,989
Dec'25 = $16,816
Jan'26 = $16,532
Feb'26 = $12,939
Mar'26 = $24,883
Apr'26 = $14,838
May'26 = $14,026
Jun'26 = $13,844
Jul'26 = $14,019

FY 27 FINANCIAL DASHBOARD

Through July 2026

<u>NET REVENUE</u> 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 recorded a net gain in July of $5,996. The July Accrued Revenue Report shows the total average available monthly funds of $209,754 for the remaining 11 months in FY27, 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 July 1, 2026, the TJPDC financials will no longer report BRCTB assets, liabilities, fund balances, tax revenues and expenses. The TJPDC financials will continue to report the revenue and expense associated with providing administrative services to the BRCTB. The BRCTB financials will be recorded in a separate QuickBooks data file and reported to the members of the BRCTB.

	Jul 26	Budget	Jul 26	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
41100 · Federal Funding Source	3,097,063.39	724,750.28	3,097,063.39	724,750.28	8,686,773.32
4120 · State Funding Source	43,312.27	757,179.43	43,312.27	757,179.43	9,091,599.60
4130 · Local Source	88,492.43	97,898.79	88,492.43	97,898.79	1,174,785.49
42000 · Local Match Per Capita	16,091.16	16,925.45	16,091.16	16,925.45	202,992.17
4280 · Interest Income	5,555.09	4,166.67	5,555.09	4,166.67	50,000.00
4285 · Rent Income	1,716.35	2,333.33	1,716.35	2,333.33	28,000.00
4139 · Reserve Transfers	0.00	738.67	0.00	738.67	8,864.00
Total Income	3,252,230.69	1,603,992.62	3,252,230.69	1,603,992.62	19,243,014.58
Gross Profit	3,252,230.69	1,603,992.62	3,252,230.69	1,603,992.62	19,243,014.58
Expense					
61000 · Personnel	148,215.51	158,458.99	148,215.51	158,458.99	1,899,202.69
6900 · Reimb. Overhead Allocation	0.00	96.06	0.00	96.06	0.00
6240 · Advertising / Marketing	2,090.26	3,669.03	2,090.26	3,669.03	44,028.46
62394 · Audit -Legal Expenses	2,050.00	2,574.99	2,050.00	2,574.99	30,900.00
6258 · Bank Charges	0.00	62.50	0.00	62.50	750.00
6260 · COGS	0.00	393.75	0.00	393.75	4,725.00
6281 · Dues	1,506.67	1,150.74	1,506.67	1,150.74	13,809.00
62850 · Insurance	613.08	756.26	613.08	756.26	9,075.00
6345 · Janitorial Service	0.00	1,100.00	0.00	1,100.00	13,200.00
6450 · Meeting Expenses	120.16	883.53	120.16	883.53	10,602.18
6310 · Postage	476.00	114.19	476.00	114.19	1,370.27
62890 · Printing/Copier	176.82	416.25	176.82	416.25	5,014.95
6390 · Professional Dev & Meetings	1,045.00	2,697.58	1,045.00	2,697.58	21,275.87
6320 · Rent	12,967.66	13,158.80	12,967.66	13,158.80	157,905.60
6280 · Subscription-Publications	90.98	400.00	90.98	400.00	4,800.00
6290 · Supplies	0.00	952.09	0.00	952.09	11,425.00
63210 · Technology, Equipment, Property	7,896.20	3,980.00	7,896.20	3,980.00	47,760.00
6600 · Telephone & Internet Service	1,807.07	1,448.93	1,807.07	1,448.93	17,387.20
6380 · TJPDC Contractual Services	2,866.35	4,622.68	2,866.35	4,622.68	55,472.00
63300 · Travel	2,233.67	5,296.93	2,233.67	5,296.93	49,467.34
9999 · Miscellaneous	0.00	7,145.58	0.00	7,145.58	85,747.00
Total Expense	184,155.43	209,378.88	184,155.43	209,378.88	2,483,917.56
Net Ordinary Income	3,068,075.26	1,394,613.74	3,068,075.26	1,394,613.74	16,759,097.02
Other Income/Expense					
Other Expense					
82999 · Grants Contractual Services	19,143.68	13,072.00	19,143.68	13,072.00	176,245.99
83000 · HOME Pass-Through	86,761.04	106,954.22	86,761.04	106,954.22	1,283,450.58
84000 · Grants Pass-Through	2,956,174.62	1,274,587.58	2,956,174.62	1,274,587.58	15,299,400.45
Total Other Expense	3,062,079.34	1,394,613.80	3,062,079.34	1,394,613.80	16,759,097.02
Net Other Income	(3,062,079.34)	(1,394,613.80)	(3,062,079.34)	(1,394,613.80)	(16,759,097.02)
Net Income	**5,995.92**	**(0.06)**	**5,995.92**	**(0.06)**	**0.00**

Thomas Jefferson Planning District Commission
Balance Sheet
As of July 31, 2026

		Jul 31, 26
ASSETS		
Current Assets		
Checking/Savings		
1100 · Cash		
1101 · Capital Cash	-382,447.00	
1139 · Petty Cash	200.00	
1140 · Checking-General	10,000.43	
1141 · Payroll	500.07	
1171 · VIP - TJPDC	1,726,979.15	
1182 · Money Market-WF	131,356.77	
1185 · Checking - HOME Consortium	529.07	
1187 · Checking - VATI	920.00	
Total 1100 · Cash		1,488,038.49
1189 · Capital Reserve		382,447.00
Total Checking/Savings		1,870,485.49
Accounts Receivable		
1190 · Receivable Grants		
1200 · Accounts Receivable-Federal	3,244,949.61	
1210 · Accounts Receivable-State	1,333,669.25	
1230 · Acccounts Receivable-Local	153,448.34	
Total 1190 · Receivable Grants		4,732,067.20
Total Accounts Receivable		4,732,067.20
Other Current Assets		
1310 · Prepaid Rent		675.00
1330 · Prepaid Insurance		7,868.67
1360 · Prepaid Other		14,429.42
1365 · Prepaid County Advance VATI		1,306,864.61
Total Other Current Assets		1,329,837.70
Total Current Assets		7,932,390.39
Fixed Assets		
1411 · Power Edge T340 Server		9,175.61
1413 · Server Software		5,197.50
1400 · Office furniture and Equipment		
1415 · Plotter Lease	6,850.00	
1425 · Telephone System	12,679.79	
1430 · Web Page-TJPDC	7,830.00	
1431 · Web Page TJPDC 2.0	12,147.50	
1450 · Vehicle	30,183.28	
1470 · Mapping Equipment	5,154.00	
1480 · Leasehold Improvements	51,568.00	
1400 · Office furniture and Equipment - Other	35,497.00	
Total 1400 · Office furniture and Equipment		161,909.57
1499 · Accumulated Depreciation		
1500 · Accumulated Amortization-Server	-9,175.61	
1502 · Accumulated Depreciation-S-ware	-5,197.50	
1505 · Accumulate-Amortization Plotter	-6,850.00	
1520 · Accumulated Depreciation-Equip	-35,497.00	
1525 · Accumulated Depreciation-Veh	-23,895.35	
1530 · Accumulated Depreciation-Phone	-12,679.79	
1531 · Accumulated Dep - Web Page	-7,830.00	
1532 · Accumulated Dep Web Page V2.0	-12,147.50	

Thomas Jefferson Planning District Commission
Balance Sheet
As of July 31, 2026

		Jul 31, 26
1570 · Accumulated Depreciation-Map	-5,154.00	
1575 · Accumulated Depreciation LH	-14,770.19	
Total 1499 · Accumulated Depreciation		-133,196.94
Total Fixed Assets		43,085.74
TOTAL ASSETS		**7,975,476.13**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2100 · Accounts Payable-General		4,345,127.23
Total Accounts Payable		4,345,127.23
Credit Cards		
2155 · Accounts Payable Credit Card		8,815.77
Total Credit Cards		8,815.77
Other Current Liabilities		
2160 · Accrued Payroll Payable		2,216.88
2800 · Deferred Revenue		
2806 · Security Deposit-275	200.00	
2807 · Security Deposit-276	350.00	
2850 · Def Rev - VATI 2022	93,529.42	
2851 · VATI22 Advance - County Match	1,306,864.61	
2852 · Def Rev - VATI 2024	50,916.44	
2800 · Deferred Revenue - Other	403,513.42	
Total 2800 · Deferred Revenue		1,855,373.89
Total Other Current Liabilities		1,857,590.77
Total Current Liabilities		6,211,533.77
Long Term Liabilities		
2200 · Leave Payable		74,359.89
Total Long Term Liabilities		74,359.89
Total Liabilities		6,285,893.66
Equity		
3000 · General Operating Fund		1,294,851.62
3100 · Restricted Capital Reserve		382,447.00
3600 · Net Investment in Fixed Assets		6,287.93
Net Income		5,995.92
Total Equity		1,689,582.47
TOTAL LIABILITIES & EQUITY		**7,975,476.13**

Accrued Revenue by Grant or Contract **For Year Ending June 30, 2027**

Program Code	PROGRAM CONTRACTS/GRANTS Without Pass-Thru	TOTAL PROGRAM CONTRACT/ GRANT AMOUNT	JULY 2026	YEAR TO DATE FY27	PREVIOUS YEARS	ESTIMATED BUDGET AMOUNT FOR FY28+	GRANT TO DATE	GRANT-CONTRACT REMAINING FY27	NOTES
299	**State Support to PDC (DHCD)**	$ 273,159	$ 165	$ 165	$ 5,710	$ 158,188	$ 5,875	**$ 109,096**	State funding to TJPDC General/Contingency
112	**TJPDC Corporation**	$ 1,684	$ -	$ -	$ -	$ -	$ -	**$ 1,684**	501(c)3 Non-profit Arm
110	**Bank Interest**	$ 5,555	$ 5,555	$ 5,555	$ -	$ -	$ 5,555	**$ -**	Interest Earned from TJPDC
170/171	**Rural Transportation**	$ 58,000	$ 3,794	$ 3,794	$ -	$ -	$ 3,794	**$ 54,206**	VDOT Rural Transp Planning
181	**RTP/CARTA - Admin**	$ 93,403	$ 7,175	$ 7,175	$ -	$ 35,389	$ 7,175	**$ 50,839**	*Regional Transit Partnership / CARTA
190/195/198	**MPO-PL**	$ 347,980	$ 15,807	$ 15,807	$ -	$ -	$ 15,807	**$ 332,174**	*MPO PL Transportation Planning - Passive Roll Over Permitted
191/196/199	**MPO-FTA**	$ 127,979	$ 10,484	$ 10,484	$ -	$ -	$ 10,484	**$ 117,495**	MPO FTA Transit Planning
193/193.3	**Rideshare - Admin (includes RTAP Grant)**	$ 185,773	$ 16,934	$ 16,934	$ -	$ -	$ 16,934	**$ 168,839**	Rideshare TDM Program Mktg & Mgmt (not eligible for roll over)
273	**Water Street Center & Office Leases**	$ 1,716	$ 1,716	$ 1,716	$ -	$ -	$ 1,716	**$ -**	Rental Fees
277	**Legislative Liaison**	$ 145,019	$ 5,166	$ 5,166	$ -	$ 23,371	$ 5,166	**$ 116,482**	*Legislative Operations
278	**VAPDC-ED**	$ 59,670	$ 5,039	$ 5,039	$ -	$ -	$ 5,039	**$ 54,630**	Contract for Admin Services
296	**Member Per Capita**	$ 215,364	$ 16,091	$ 16,091	$ -	$ 22,270	$ 16,091	**$ 177,003**	Local Govt Annual Contributions (Includes $22,270 from Deferred Rev.)
303	**Solid Waste**	$ 13,077	$ 5,103	$ 5,103	$ -	$ 909	$ 5,103	**$ 7,065**	*Contract for annual reporting
729	**Regional Housing Partnership**	$ 58,066	$ 10,951	$ 10,951	$ -	$ -	$ 10,951	**$ 47,115**	Regional Housing Partnership
760	**BRCTB Administration**	$ 135,265	$ 9,969	$ 9,969	$ -	$ -	$ 9,969	**$ 125,296**	Watershed Improvement Plan
907-26	**WIP Phase III - Contract #9**	$ 58,000	$ 8,618	$ 8,618	$ 29,376	$ -	$ 37,993	**$ 20,007**	Watershed Improvement Plan
907-27	**WIP Phase III - Contract #10**	$ 58,000	$ -	$ -	$ -	$ 29,000	$ -	**$ 29,000**	*Watershed Improvement Plan (Pending application/award)
908	**RRBC**	$ 12,168	$ 1,879	$ 1,879	$ -	$ -	$ 1,879	**$ 10,289**	*Rivanna River Basin Commission annual contributions and event fees
915	**MJRT - RainBarrel Workshops**	$ 3,422	$ -	$ -	$ -	$ -	$ -	**$ 3,422**	*Middle James Roundtable funding for workshops
Program Code	PROGRAM CONTRACTS/GRANTS With Pass-Thrus	$ -							
180	**Mobility Management - All PATH Programs**	$ 652,697	$ 31,177	$ 31,177	$ 212,241	$ 88,611	$ 243,417	**$ 320,668**	*Mobility Management - PATH Programs
	MM PATH Pass-Thru	$ 65,325	$ -	$ -	$ 2,742	$ 14,818	$ 2,742	**$ 47,765**	*Mobility Management - PATH Contracted Services
185	**CARTA Prioritization Plan - Admin**	$ 40,000	$ 5,053	$ 5,053	$ 20,166	$ -	$ 25,219	**$ 14,781**	*CARTA Prioritization Plan
	CARTA Prioritization Plan Pass-Thru	$ 160,000	$ 19,144	$ 19,144	$ 93,669	$ -	$ 112,813	**$ 47,187**	*Consultant Pass-thru
330 / 330.1	**Hazard Mitigation - Admin**	$ 131,438	$ -	$ -		$ 56,151	$ -	**$ 75,287**	36 month planning project resiliency
	Haz Mit Pass-Thru	$ 6,259	$ -	$ -		$ 2,657	$ -	**$ 3,602**	Technical Support/In-Kind Contributions
726	**HOME ARP - Admin**	$ 367,841	$ 2,427	$ 2,427	$ 199,262	$ 124,258	$ 201,688	**$ 41,894**	*HUD-ARPA Planning funds (not to exceed 5% of grant)
	HOME ARP Pass-Thru	$ 2,084,430	$ -	$ -	$ 781,903	$ 891,863	$ 781,903	**$ 410,664**	*Admin includes Consultant for Gap Analysis
727-22	**HOME-22 Pass-Thru**	$ 713,113		$ -	$ 693,388	$ -	$ 693,388	**$ 19,725**	*HUD HOME-22 Housing Grants Construction (includes PI)
727-23	**HOME-23 Pass-Thru**	$ 767,181	$ 49,607	$ 49,607	$ 385,595	$ -	$ 435,202	**$ 331,979**	*HUD HOME-23 Housing Grants Construction (includes PI)
727-24	**HOME-24 TJPDC Admin**	$ 65,111	$ 2,517	$ 2,517	$ 29,273	$ 9,867	$ 31,790	**$ 23,454**	*HUD HOME-24 Housing Grants Admin
	HOME-24 Pass Thru	$ 646,677	$ 1,914	$ 1,914	$ 293,035	$ 151,032	$ 294,949	**$ 200,697**	*HUD HOME-24 Housing Grants Construction
727-25	**HOME-25 TJPDC Admin**	$ 68,701	$ 1,039	$ 1,039	$ -	$ 34,350	$ 1,039	**$ 33,312**	*HUD HOME-24 Housing Grants Admin
	HOME-25 Pass Thru	$ 638,558	$ 35,240	$ 35,240	$ 20,249	$ 329,154	$ 55,489	**$ 253,914**	*HUD HOME-24 Housing Grants Construction
728-24	**HPG-24 Pass-Thru**	$ 115,427	$ 21,625	$ 21,625	$ 93,802		$ 115,427	**$ -**	*USDA Housing Repair Construction
728-25	**Housing Preservation Grant-25 - Admin**	$ 10,992	$ 1,670	$ 1,670	$ 8,300		$ 9,970	**$ 1,022**	*USDA Housing Repair Admin
	HPG-25 Pass-Thru	$ 62,289	$ 7,850	$ 7,850	$ 39,450		$ 47,300	**$ 14,989**	*USDA Housing Repair Construction
729-1	**RHP Housing Summit (2027)**	$ 89,521	$ 3,109	$ 3,109	$ -		$ 3,109	**$ 86,412**	RHP Housing Summit 2027
730.1/730.2/730.3	**RHP Housing Study**	$ 138,727	$ 2,255	$ 2,255	$ 90,823		$ 93,078	**$ 45,649**	*Regional Housing Study Grant
	RHP Housing Study Pass-Thru	$ 148,330	$ -	$ -	$ 60,735		$ 60,735	**$ 87,595**	*Pass through - Consultant for Housing Study
733	**VA Housing Development - Admin**	$ 199,500	$ 1,800	$ 1,800	$ 182,677		$ 184,477	**$ 15,023**	*VA Housing PDC - Admin
	VA Housing Pass-Through	$ 1,800,500	$ -	$ -	$ 1,800,178		$ 1,800,178	**$ 322**	*VA Housing PDC - Construction/Partnership
761	**VATI 22 - Admin**	$ 925,000	$ 5,547	$ 5,547	$ 825,924		$ 831,471	**$ 93,529**	*VATI Admin - 36-42 months
	VATI 22 Pass-Through	$ 117,800,904	$ 2,903,285	$ 2,903,285	$ 109,670,941		$ 112,574,226	**$ 5,226,678**	*Program/Construction Pass-Through
762	**VATI 24 - Admin**	$ 230,062	$ 8,472	$ 8,472	$ 93,438	$ 7,067	$ 101,910	**$ 121,085**	*VATI Admin - 18 months
	VATI 24 Pass-Through	$ 13,058,438	$ -	$ -	$ 4,956,047	$ 40,000	$ 4,956,047	**$ 8,062,391**	*Program/Construction Pass-Through
765	**DHCD - BEAD**	$ 26,500	$ 522	$ 522	$ 1,781		$ 2,303	**$ 24,197**	DHCD--BEAD Admin Fees
	DHCD - BEAD Pass-Through	$ 265,000	$ -	$ -	$ -		$ -	**$ 265,000**	Pass through - direct costs
901	**DEQ Septic Program - Admin**	$ 18,390	$ 119	$ 119	$ 13,258		$ 13,377	**$ 5,013**	Dept of Environmental Quality - Septic Program
	DEQ Septic Pass-Through	$ 146,630	$ 364	$ 364	$ 44,193		$ 44,557	**$ 102,073**	*Program/Construction Pass-Through
902	**DEQ Rain Barrel Program**	$ 10,821	$ -	$ -	$ 9,774		$ 9,774	**$ 1,047**	Dept of Environmental Quality - Rain Barrel Program
	DEQ Rain Barrel Pass-Through	$ 3,477	$ -	$ -	$ 1,949		$ 1,949	**$ 1,528**	Pass through - direct costs
916	**Oak Hill Fund Septic Program Pass-Through**	$ 25,000	$ 23,050	$ 23,050	$ 1,950		$ 25,000	**$ -**	Pass through - direct costs
	TOTAL - All Programs	$ 143,336,138	$ 3,252,231	$ 3,252,231	$ 120,661,828	$ 2,018,955	$ 123,914,059	$ 17,403,124	TOTAL - All Programs
	Pass Thru Sub-totals	**$ 139,220,650**	**$ 3,062,079**	**$ 3,062,079**	**$ 119,633,214**	**$ 1,429,524**	**$ 122,695,293**	$ 15,095,833	Pass-Thru Subtotal

*indicates unspent funds can 'roll-over' in FY28

12 month average - Operating Expenses	$	174,599
3 month average - Operating Expenses	$	174,040
last month - Operating Expenses	$	184,155

Total Grant Funds Remaining	$	**17,403,124**
Pass-through funds	$	**15,095,833**
TJPDC Available Funds	$	**2,307,291**
Average Funds Available per Month	$	**209,754**

FY28

FY27 Rate Increase

Program	Pop.	% Pop.	Per Capita	Rideshare	Solid Waste	RRBC	Legislative Liaison	CARTA-Regional Transit Authority	Regional Housing Partnership	Total Contribution
			Per Capita	Direct Local Contributions						
			.02 cents	7%	7%	7%	5%	7%	7%	
7/1/2025			0.7200	0.1703	0.0593	0.0593	0.4631	0.3662	0.2252	
Program Code			110/300	193	303	908	277	181	729	Various
Charlottesville	46,923	17.10%	$ 33,784.56	$ 7,990.99	$ 2,782.53	$ 2,782.53	$ 21,730.04	$ 30,468.21	$ 10,567.06	$ 110,105.92
Albemarle	119,479	43.55%	$ 86,024.88	$ 20,347.27	$ 7,085.10	$ 7,085.10	$ 55,330.72	$ 30,468.21	$ 26,906.67	$ 233,247.97
Fluvanna	28,738	10.48%	$ 20,691.36	$ 4,894.08	$ 1,704.16	$ 1,704.16	$ 13,308.57	$ -	$ 6,471.80	$ 48,774.13
Greene	22,103	8.06%	$ 15,914.16	$ 3,764.14	$ 1,310.71	$ 1,310.71	$ 10,235.90	$ -	$ 4,977.60	$ 37,513.21
Louisa	42,418	15.46%	$ 30,540.96	$ 7,223.79	$ -	$ -	$ 19,643.78	$ -	$ 9,552.53	$ 66,961.05
Nelson	14,677	5.35%	$ 10,567.44	$ 2,499.49	$ -	$ -	$ 6,796.92	$ -	$ 3,305.26	$ 23,169.11
TOTALS	274,338	100.00%	$ 197,523.36	$ 46,719.76	$ 12,882.51	$ 12,882.51	$ 127,045.93	$ 60,936.41	$ 61,780.92	$ 519,771.40

Program	Per Capita	Southeast Crescent Regional Commission (SCRC)	Rural	Mobility Management	CA-MPO	Hazard Mit (FY26/FY27)	Watershed Improvement Program (WIP)	HUD HOME Consortium	USDA Housing Preservation Grant	Regional Water Supply Planning (RPU1)	TJPD Corporation (501c3)	Balance	Regional	Local	Total $ Increase from FY27 Contribution	Total % Increase from FY27 Contribution
	Per Capita	Per Capita										Per Commission Policy:				
	.02 cents	Required Local Match						Local Administration					75%	25%		
	0.7200															
Program Code	300	120	170/171	180	190/195/198 191/196/199	330	907	727.1	728.1	903	112	300	300	301-307		
Charlottesville	$ 33,784.56	$ -	$ -	$ (2,824.89)	$ (12,022.54)	$ (43.62)	$ (2,480.09)	$ (1,710.41)	$ (1,710.41)	$ (1,807.09)	$ (256.56)	$ 10,928.96	$ 8,196.72	$ 2,732.24	$ (2,802.45)	-2.55%
Albemarle	$ 86,024.88	$ -	$ (7,617.99)	$ (7,192.96)	$ (30,963.32)	$ (111.06)	$ (6,315.00)	$ (4,355.18)	$ (4,355.18)	$ (4,601.35)	$ (653.28)	$ 19,859.58	$ 14,894.68	$ 4,964.89	$ 13,244.38	5.68%
Fluvanna	$ 20,691.36	$ -	$ (1,832.34)	$ (1,730.11)	$ -	$ (26.71)	$ (1,518.93)	$ (1,047.54)	$ (1,047.54)	$ (1,106.75)	$ (157.13)	$ 12,224.31	$ 9,168.23	$ 3,056.08	$ 2,752.72	5.64%
Greene	$ 15,914.16	$ -	$ (1,409.29)	$ (1,330.66)	$ -	$ (20.54)	$ (1,168.24)	$ (805.68)	$ (805.68)	$ (851.23)	$ (120.85)	$ 9,401.97	$ 7,051.48	$ 2,350.49	$ 2,299.10	6.13%
Louisa	$ 30,540.96	$ -	$ (2,704.58)	$ (2,553.68)	$ -	$ (39.43)	$ (2,241.98)	$ (1,546.19)	$ (1,546.19)	$ (1,633.59)	$ (231.93)	$ 18,043.38	$ 13,532.54	$ 4,510.85	$ 4,375.78	6.53%
Nelson	$ 10,567.44	$ -	$ (935.81)	$ (883.60)	$ -	$ (13.64)	$ (775.75)	$ (535.00)	$ (535.00)	$ -	$ (80.25)	$ 6,808.41	$ 5,106.30	$ 1,702.10	$ 828.88	3.58%
TOTALS	$ 197,523.36	$ -	$ (14,500.00)	$ (16,515.90)	$ (42,985.85)	$ (255.00)	$ (14,500.00)	$ (10,000.00)	$ (10,000.00)	$ (10,000.00)	$ (1,500.00)	$ 77,266.61	$ 57,949.96	$ 19,316.65	$ 20,698.41	

FY28 Budget Revenues

Internal Program Code	Revenue	Federal	State	Local	Local per capita	Interest Income	Rent
LOCALITY PER CAPITA AND STATE REVENUE							
110	State - DHCD Allocation		$114,971				
110	WSC & Offices						$31,536
110	Interest Income					$58,000	
301	Charlottesville				$35,084		
302	Albemarle				$88,983		
304	Fluvanna				$20,691		
305	Greene				$15,914		
306	Louisa				$30,541		
307	Nelson				$10,567		
	Unknown Source/Reserve Transfer/CIP			$147,178			
TRANSPORTATION							
	Rural Transportation						
170	Rural Admin	$14,400					
171	Rural Transportation Planning	$43,600					
	Transit and Mobility Planning						
180-27	PATH/Mobility Management FFY27 Capital	$70,550	$14,110				
180-27.1	PATH/Mobility Management FFY27.1 Operating	$0	$0				
180-27.2	PATH/Mobility Management FFY27 Other Cap - Contracted Trans.						
180-28	PATH/Mobility Management FFY28 Capital	$209,718	$41,944				
180-28.1	PATH/Mobility Management FFY28 Operating	$4,697	$3,758				
180B-Local	PATH/Mobility Management Local			$0			
180-D	PATH/Mobility Management FFY27 TAF						
181	CARTA - Regional Transit Authority			$60,936			
	Charlottesville-Albemarle MPO						
190/195/198	PL Funding	$230,128	$28,766				
191/196/199	FTA Funding	$113,759	$14,220				
	Rideshare						
193	Rideshare/TDM - DPRT		$146,798	$36,699			
193.1	Rideshare - RTAP	$2,276					
	Other Transportation						
HOUSING AND NONPROFIT							
726	HOME-ARP	$39,796					
727.1	HOME Consortium Admin-Overrun	$0					
727-22	HOME Consortium Admin-22	$0					
727-23	HOME Consortium Admin-23	$0					
727-24	HOME Consortium Admin-24	$17,911					
727-25	HOME Consoritium Admin-25	$25,763					
727-26	HOME Consoritium Admin-26	$37,027					
728.1	Housing Preservation Admin - Overrun	$0					
728-23	Housing Preservation Admin - HPG-23	$0					
728-24	Housing Preservation Admin - HPG 24	$0					
728-25	Housing Preservation Admin - HPG 25	$0					
728-26	Housing Preservation Admin - HPG 26	$2,095					
729	Regional Housing Partnership			$61,781			
729.1	Regional Housing Summit		$0	$0			
730.1	Regional Housing Study - CIG		$0	$0			
730.3	Regional Housing Study - Local			$0			
733	VA Housing - PDC		$0				
ENVIRONMENT							
303	Solid Waste			$10,883			
330	Hazard Mitigation	$44,508	$11,868	$0			
330.1	Hazard Mitigation Admin - 5%	$3,262					
901	IIJA DEQ Septic Program	$0					
902	IIJA DEQ Rain Barrel Program	$0					
903	Water Supply - RPU 1		$24,240				
907-CY27	WIP DEQ 2027	$29,000					
907-CY28	WIP DEQ 2028	$29,000					
908	RRBC			$12,883			
915	Rain Barrel Workshops - Middle James	$3,422	$0				
917	Debris Management Plan	$80,000					
OTHER PROGRAMS							
112	TJPDC - Corporation			$2,424			
120	SCRC - Capacity Building	$0					
277	Legislative Liaison			$127,046			
278	VAPDC			$61,937			
325	Mineral - LSL			$0			
333	CEDS	$0		$0			
760	BRCTB -Cigarette Tax Board - Admin Only			$135,265			
761-SLFRF	VATI 2022 - DHCD/Local Contributions Admin - SLFRF	$7,000		$0			
762	VATI 2024 - DHCD/Local Contributions Admin	$0	$17,000	$0			
765	BEAD - Admin	$0					
PASS THRU REVENUE							
170/171	Rural Transportation Planning	$0	$0	$0			
180-FFY27	PATH/Mobility Management - FFY27	$0	$0	$0			
180-27.1	PATH/Mobility Management - FFY27 Operating	$1,566	$1,252				
180-27.2	PATH/Mobility Management - FFY27 Other Cap - Contracted Transp.	$6,250	$5,000				
180-FFY28	PATH/Mobility Management - FFY28	$0	$0	$0			
180-28.1	PATH/Mobility Management - FFY28 Operating	$0	$0				
180B-Local	PATH/Mobility Management - Local						
180D	PATH/Mobility Management - TAF			$0			
190/195/198	MPO - PL	$34,056	$4,257	$0			
191/196/199	MPO - FTA	$0	$0	$0			
193	Rideshare/TDM - DRPT	$0	$0	$0			
194	CAP/Rideshare Strategic Plan						
303	Solid Waste						
330	Hazard Mitigation			$2,967			
726	HOME-ARP Pass Through	$326,415					
727-22	Consortium HOME Pass Through-22	$0					
727-23	Consortium HOME Pass Through-23	$0					
727-24	Consortium HOME Pass Through-24	$154,036					
727-25	Consortium HOME Pass Through-25	$231,866					
727-26	Consortium HOME Pass Through-26	$332,846					
728-24	Housing Preservation Pass Through-24	$0					
728-25	Housing Preservation Pass Through-25	$0					
728-26	Housing Preservation Pass Through-26	$11,874					
729.1	Regional Housing Summit			$0			
730.1	Regional Housing Study - CIG		$0	$0			
730.2	Regional Housing Study - CDBG	$0					
730.3	Regional Housing Study - Local			$0			
732	VERP - DHCD Pass Through		$0				
761-SLFRF	VATI 2022- DHCD/Local Contributions Pass Through -SLFRF	$0	$0	$0			
761-CPF	VATI 2022- DHCD/Local Contributions Pass Through -CPF	$7,000	$0	$0			
762	VATI 2024 - DHCD/Local Contributions Pass Through	$0	$0	$40,000			
765	BEAD	$0					
901	IIJA DEQ Septic Program	$0					
902	IIJA DEQ Rain Barrel Program	$0					
903	Water Supply Planning Pass Through		$15,000				
916	Oak Hill Fund - Septic Assistance Program			$0			
Total Revenues by Category		**$2,113,822**	**$443,183**	**$699,999**	**$201,780**	**$58,000**	**$31,536**
Sum Total of Revenues							**$3,548,321**

NOTES	Unconfirmed source (or reserve transfer)
	Includes $4,257.00 in FY25 Per Capita Roll Over for CA-MPO Passive PL Roll-Over

TJPDC - FY28 Projected Budget				9.3.2026
	$0.66 per capita	$0.68 per capita	$0.70 per capita	$0.72 per capita
REVENUE				
	FY25 Actual	***FY26 Actual***	***FY27 Budgeted***	***FY28 Projected***
Federal	$37,699,987	$30,896,004	$8,686,773	$2,113,822
State	$1,413,113	$4,875,150	$9,091,600	$443,183
Local	$6,098,534	$4,615,558	$1,174,786	$552,821
Local per capita	$161,704	$180,649	$202,992	$201,780
Interest Income	$69,118	$68,121	$50,000	$58,000
Rent Income	$28,270	$18,268	$28,000	$31,536
Reserves Transfer/CIP	$31	$0	$8,864	$147,178
TOTAL REVENUE	$45,470,758	$40,653,749	$19,243,015	$3,548,321
EXPENSES				
Operating Expenses				
Personnel Costs				
Salaries	$1,148,114	$1,380,394	$1,508,443	$1,468,570
Fringe and Release	$283,443	$307,175	$390,760	$392,475
Total Personnel	$1,431,557	$1,687,569	$1,899,203	$1,861,045
Direct Costs				
Overhead Allocation	$0	$0	$0	$0
Nonreimbursable Overhead	$0	$0	$0	$0
Contingency	$0	$0	$85,747	$0
Postage	$929	$830	$1,370	$1,360
Subscriptions	$847	$825	$4,800	$4,800
Supplies/COGS	$17,399	$16,511	$16,150	$16,650
Audit-Legal	$28,335	$30,959	$30,900	$33,850
Advertising	$27,212	$31,150	$44,028	$43,840
Meeting Expenses	$6,321	$6,915	$10,602	$10,195
TJPDC Contractual	$54,448	$27,285	$55,472	$38,683
Dues	$11,396	$13,005	$14,559	$14,059
Insurance	$8,026	$8,119	$9,075	$9,075
Printing/Copy .	$3,038	$2,043	$5,015	$5,002
Rent	$107,343	$132,652	$157,906	$162,562
Equip/Data Use	$51,296	$52,748	$47,760	$47,579
Depreciation	$0	$0	$0	$8,332
Telephone	$16,836	$16,811	$17,387	$17,387
Travel-Vehicle	$40,424	$39,742	$49,467	$51,487
Janitorial	$1,751	$5,741	$13,200	$14,355
Professional Development	$33,274	$17,915	$21,276	$25,460
Total Direct Costs	*$408,874*	*$403,253*	*$584,715*	*$504,676*
Total Operating Expenses	$1,840,431	$2,090,821	$2,483,918	$2,365,721
Other/Pass-Through Expenses				
HOME Pass Through	$350,494	$1,353,327	$1,283,451	$1,045,163
HPG Pass Through	$190,063	$87,619	$15,572	$11,874
Cigarette Tax Pass Through	$3,167,406	$3,274,559	$0	$0
VATI Broadband Pass Through	$38,036,495	$33,271,991	$15,174,438	$40,000
Other Grants Pass Through	$1,715,253	$466,911	$285,636	$85,563
Total Other/Pass-Through Expenses	*$43,459,711*	*$38,454,407*	*$16,759,097*	*$1,182,600*
TOTAL EXPENSES	$45,300,142	$40,545,228	$19,243,015	$3,548,321
NET INCOME	**$170,615**	**$108,520**	**$0**	**$0**

Planning District Commission

Regional Vision ▪ Collaborative Leadership ▪ Professional Service

MEMORANDUM

To: TJPD Commissioners
From: Christine Jacobs, Executive Director
Date: September 3, 2026
Re: Executive Director's Report

Purpose: To review the current agenda packet and inform Commissioners of agency activities since August 6, 2026. Items with an asterisk (*) require action from the Commission.

1. **Call to Order**
   a. Call to Order, Roll Call – *Chair Payne, David Blount*
   b. *Vote to Allow Electronic Participation, if needed – *Chair Payne, David Blount*

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 David Blount)*

3. **Administration**
   a. ***TJPDC Appointments**
      i. *Central Virginia Regional Housing Partnership (CVRHP) – TJPDC Member
      ***Recommended Action:** Staff recommends a motion to appoint Jen Fleisher to serve as the TJPDC voting member of the Central Virginia Regional Housing Partnership.

      ii. *TJPDC Corporation – Fluvanna Member
      ***Recommended Action:** Staff recommends a motion to appoint (Tim Hodge or Tony O'Brien) to serve as the Fluvanna voting member of the TJPDC Corporation.

4. **Presentations and Public Hearings**
   a. **Presentation: Virginia Telecommunication Initiative (VATI) Six-Month Update** – *Joe Klodzinski*
   Staff will update the commission on the administration of the VATI 2022 and VATI 2024 programs. A copy of the staff's presentation is included in the meeting materials.

   b. **Presentation:**
      i. **Watershed Improvement Program (WIP) Annual Funding Update –** *Isabella O'Brien*
      Staff will provide an overview of the WIP program, the 2026 scope of work, and the proposed 2027 scope of work. A copy of staff's presentation is included in the meeting materials.
      ii. *** Resolution for Chesapeake Bay Watershed Implementation Funding –** *Isabella O'*Brien
      Staff intend to pursue additional Chesapeake Bay Watershed Local Implementation Funding to continue implementation of programs such as septic assistance serving income-qualified homeowners and a regional rain barrel workshop program that promotes stormwater management, water conservation, and public education. A

copy of a draft resolution supporting the application and administration of implementation funding is included in the meeting materials.

***Recommended Action:** Staff recommends a motion to approve the resolution authorizing application and acceptance of Chesapeake Bay Watershed Local Implementation Funding, if awarded.

c. ***Public Hearing: Solid Waste Management Plan**– *Christine Jacobs*
The Thomas Jefferson Solid Waste Planning Unit (SWPU) includes the City of Charlottesville and the counties of Albemarle, Fluvanna, and Greene. The SWPU conducts an annual census of solid waste and recycling activities within the unit and submits an annual report to the Virginia Department of Environmental Quality. Additionally, the SWPU maintains the Five-Year Solid Waste Management Plan (9VAC20-130-120. Planning Requirements). Staff presented a draft of the Solid Waste Management Plan in the August TJPD Commission meeting. The plan was open for public comment in the month of August, and presentations were/will be given to each of the four Solid Waste Planning Unit's governing boards prior to adoption. This serves as the SWPU's public hearing on the draft. Upon securing approval from the SWPU governing bodies, the plan will return to the Commission on the consent agenda in the October 1, 2026, meeting for final approval before submitting to DEQ on or before October 24, 2026.

The Solid Waste Management Plan materials can be found at the links below.

- Draft 2026 - 2031 Solid Waste Management Plan
- Appendix A - Local Resolutions
- Appendix B - Public Engagement Materials and Results
- Appendix C - Applied Policy Project
- Appendix D - Regional Implementation Plan

d. **Presentation:** HOME and Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report (CAPER) Presentation – *Laurie Jean Talun*

The US Housing and Urban Development's (HUD) 5-year Consolidated Plan is designed to help local jurisdictions to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from HUD's Community and Planning Development formula block grant programs: Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, Emergency Solutions Grant (ESG) Program, and Housing Opportunities for Persons with AIDS (HOPWA) Program.

The Consolidated Plan is carried out through Annual Action Plans, which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan. Grantees report on accomplishments and progress toward Consolidated Plan goals in the Consolidated Annual Performance and Evaluation Report (CAPER).

The TJPDC serves as the Administrator for the Regional HOME Consortium for our region (with the City of Charlottesville identified as the Lead Agency). The CAPER includes accomplishments of the HOME program as well as entitlement program accomplishments for the City of Charlottesville for the CDBG, HOPWA, and ESG programs.

The public comment period on the CAPER is September 1, 2026, through September 16, 2026. The CAPER will be considered by the City Council at a first hearing on September 8, 2026, and a second hearing on Sept3ember 21, 2026 before submitting it to HUD for approval on or before September 25, 2026.

The draft CAPER is available at https://tjpdc.org/public-comment-draft-caper-py25/ starting September 1, 2026. Included in the meeting materials is a copy of staff's presentation and a draft resolution for consideration.

*** This item requires a public hearing.**

***Recommended Action**: Staff recommends a motion to adopt the Program Year 2025 HOME-CDBG Consolidated Annual Performance Evaluation Report (CAPER).

e. **Presentation:** Housing Preservation Grant (HPG) Pre-Application Statement of Activities Intergovernmental Reviews (IGR) – *Christine Jacobs*

The US Department of Agriculture (USDA) released a Notice of Funding Opportunity (NOFO) for the FY2026 Housing Preservation Grants (HPG). The TJPDC has been administering the HPG program since 2015. For the annual application, the TJPDC is applying for $83,819 (half of the Virginia allocation). A draft Statement of Activities is included in the meeting materials. Additionally, the TJPDC is applying for a new grant to USDA's Rural Development office for HPG FY23 Disaster Funding, in the amount of $50,000 to help people repair homes that were damaged by the winter ice storm in January of 2022. A draft Statement of Activities for the HPG Disaster application is included in the meeting materials.

Additionally, under US Executive Order 12372 of July 14, 1982, an Intergovernmental Review (IGR) is required to provide opportunities for consultation with state and local governments directly affected by federal financial assistance. The TJPDC is the designated regional entity for IGRs in Virginia's Region Ten. Included in the meeting materials are copies of the Intergovernmental Review request and Resolutions of Support for each application.

***Recommended Action**: Staff recommends a motion to adopt the Resolution of Intergovernmental Review and Project Support for the FY2026 Housing Preservation Grant.

***Recommended Action**: Staff recommends a motion to adopt the Resolution of Intergovernmental Review and Project Support for the FY2023 Housing Preservation Grant Disaster Funding.

5. *Consent Agenda – *Chair Payne*

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

a. ***Minutes of August 6, 2026, Commission Meeting**
b. ***July Financial Reports**
    i. July Dashboard Report
    ii. July Consolidated Profit & Loss Statement
    iii. July Balance Sheet
    iv. July Accrued Revenue Report

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

6. ***New Business**
   a. *** Draft FY28 Projected Budget and Local Revenue Requests –** *Christine Jacobs*

   Each fall, the TJPDC prepares a projected budget for the following fiscal year to be submitted to local governments with the next year's local funding requests. The Draft FY2028 Projected Budget is balanced with the assumption of only known or highly anticipated revenue sources and expenses. To balance the budget, a one-time reserve transfer in the amount of $147,178 ($8,331.58 capital reserve for building renovations and $138,846.42 one-time savings reserve transfer) is required. The FY28 projected budget will likely have significant changes prior to its official adoption in May of 2027 as additional grants and programs are identified. In the past several years, the budgeted reserve transfer was not utilized as the funding gap was closed prior to final budget adoption. However, with several significant one-time programs closing in FY27 (VATI, VA Housing Development Grant, Regional Housing Study, Regional Housing Summit, etc.), with continued uncertainty around federal funding and programmatic changes, there may be a shortfall in FY28 that requires a one-time reserve transfer to cover expenses.

   The draft FY28 budget assumes a $0.72 per capita rate as approved by the commission in their September 1, 2022, meeting and 5% or 7% rate increases in each of the local contributions for programs as approved during the local revenues analysis completed in FY26. Indirect costs for FY28 will be determined using the actual indirect cost rate from FY26 (tentatively 41% pending audit). The budget includes a placeholder Cost of Living Adjustment (COLA) increase in the amount of 3.8% which will be reevaluated when this year's COLA is officially published and the funding gap is reassessed. Further, the budget assumes staffing 15.5 FTEs. It is important to note that to date, not all staff are fully allocated in the FY28 budget, and as such, if the budget were to be approved, there would be a direct impact on the indirect cost rate (that would be applied to the FY30 budget).

   As it stands, the projected budget has $3,548,321 in revenues and expenses. Staff asks that the Commissioners thoroughly review, comment, and ask questions prior to consideration for adoption in the October meeting. Included in the meeting materials is the draft projected total budget, revenues by source, and local per capita and local contribution requests.

   The FY28 draft budget does not require action in the September meeting. A final version will come before the commission in their October meeting for consideration for adoption.

7. **Old Business**
   a. None

8. **Executive Director's Monthly Report**
   a. **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 August are as follows:

- 1,716 miles of field data collection.
- 4,892 miles of fiber design.
- 2,474 miles of make ready construction.
- 15 communications huts set.
- 2,278 miles of aerial fiber placement.
- 1,349 miles of underground fiber placement.
- 3,273 miles of splicing.
- 36,334 passings

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

Virginia Telecommunications Initiative (VATI) 2024: The TJPDC 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 August VATI 24 project progress report are as follows:

- Field data collection, fiber design, aerial and underground construction, fiber splicing, and installations are underway.
- 173,462 linear feet of fiber completed.
- 479 passings.

Site Visits: On a continuing basis, TJPDC staff conduct site visits to monitor ongoing work across the project area.

- On July 31, TJPDC staff visited multiple sites in Madison County to observe completed fiber installation in VATI 24 project locations.
  On August 27, TJPDC staff visited multiple sites in southern Greene County to observe completed overhead fiber installation in both the VATI 22 and the VATI 24 project locations.

b. **TRANSPORTATION**

Rural Transportation

- Effective July 1, 2026, a new Commonwealth Transportation Board (CTB) member was appointed for the VDOT Culpeper District. Jim Moye of Mineral, VA, is Senior Vice President and Senior Counsel of the American Bankers Association.

Charlottesville-Albemarle Regional Transit Authority

- The CARTA board met August 23, 2026, for a special session to review the draft priorities in the Transit Prioritization study. The plan is expected to be finalized by October 2026.

Charlottesville-Albemarle Metropolitan Planning Organization

- Staff received notification that the Rivanna River Bicycle and Pedestrian Crossing Preliminary Engineering BUILD application was not selected for funding this round. Staff notified FHWA that they would like to participate in an official 'debrief' to learn more about the scoring outcomes.

- Staff continue to confirm the state's understanding of Smart Scale projects submitted for Round VI of Smart Scale. This is the final step before the applications undergo scoring for OIPI staff recommendations to the Commonwealth Transportation Board.

PATH/Mobility Management

- PATH was awarded $50,000 by the Virginia Department of Rail and Public Transportation (DRPT) to expand its Transportation Assistance Fund (TAF). Beginning in October 2026, the funding will enable PATH to help more older adults and people with disabilities reach critical appointments when no other transportation options are available.
- PATH updated its website to provide accessible information about all transportation services available for the residents of Planning District 10. Currently, www.pathva.org is the only website covering all transportation options in the region.

c. **ENVIRONMENT**

Watershed Improvement Program

- The TJPDC launched the next phase of the Regional Stewardship Mapping and Assessment Project (STEW-MAP)— an critical tool to better understand and strengthen the network of people and organizations caring for our region's natural resources and communities. The TJPDC first completed a regional STEW-MAP inventory in 2023–2024. Since then, new organizations have emerged, partnerships have evolved, and stewardship efforts have expanded across the region. This project will update that information to reflect today's stewardship landscape and create a more complete picture of the people and organizations working to care for our communities and natural resources. This effort is being conducted in partnership with Biophilic Cities at the University of Virginia. With support from the RK Mellon Foundation, Biophilic Cities is exploring how philanthropic and other private funding can support priorities for planning and designing communities with abundant and accessible nature as an element of daily urban life. The aim is to develop a decision-making framework to help funders better understand, support, and invest in urban nature initiatives.
- A kickoff event for local environmental stewards and leaders was held at UVA Campbell Hall on August 21, sharing information about the project and exploring opportunities for collaboration and partnership.

Solid Waste

- The update to the Solid Waste Management Plan for the Thomas Jefferson Solid Waste Planning Unit (Albemarle, Charlottesville, Fluvanna, and Greene) is due to DEQ October of 2026. The plan was open for public comment August 1, before going to local boards in September for plan adoption.
- Schedule of Local Presentations
  - August 11: Greene County Presentation (5:30)
  - August 17: Charlottesville Presentation (4:00)
  - August 19: Fluvanna Presentation (6:00)
  - September 2: Albemarle Presentation (1:00)
  - September 3: TJPDC Public Hearing & Presentation (7:00)
  - September 8: Charlottesville (Consent Agenda 4:00) & Greene Adoption (5:30)
  - September 16: Albemarle (Consent Agenda 1:00) & Fluvanna Adoption (6:00)
  - October 1: TJPDC Adoption (7:00)
  - Before October 24: Final Submission to DEQ

Rivanna River Basin Commission

- The Rivanna River Basin Commission's Annual Conference will be held on September 30 at The Center at Belvedere. The conference will bring together technical experts, local stewards, policymakers, and community stakeholders to discuss watershed stewardship and access, share innovative approaches to protecting our waterways, and strengthen regional collaboration in support of a healthy Rivanna River Basin.
- Registration: **https://rrbc2026.eventbrite.com**

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 opportunities for comment.

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

d. **HOUSING**

Housing Preservation grant

- Staff are currently working to close out the 2024 grant.
- Staff will submit an application to US Department of Agriculture for the 2026 Housing Preservation Grant (pending approval from the Commission).

e. **RURAL HEALTH TRANSFORMATION**

- Staff met with DMAS staff responsible for executing contracts for the Rural Health Transformation funds on Wednesday, August 26, 2026. DMAS staff indicated that they are interested in having PDCs cooperate to submit super-regional applications that serve a larger footprint.
- On Friday, August 28, TJPDC staff met with Rappahannock Rapidan Regional Commission Staff (RRRC) to consider submitting a joint application.
- The "Connected Care, Closer to Home" funding opportunity includes the following initiatives:

Table 23. Initiative Summary: Connected Care, Closer to Home

Sub-Initiative Design	Uses of Funds	5Y Budget
Mobile and Hybrid Care Grants to rural healthcare providers to fund purchase and build out of mobile care units, telehealth kiosks, "clinics in a box", e-consults, and development of "hubs". Providers would leverage a "hub and spoke" model to provide community-based care while enabling connection to larger facilities and specialists.	• Equipment (e.g., vans for mobile units, screening equipment, basic diagnostic equipment) • Initial time-limited personnel costs • Data infrastructure needed for mobile units, telehealth kiosks, etc. • Minor renovations to existing buildings • Technical assistance for development of care models and value-based payment models • Training for physicians and clinical staff	$260.2M
Community Paramedicine Grants to EMS Councils to support local EMS in training, staffing, and equipping to expand scope of services to include those not currently reimbursable via other means, such as in-home preventative care to high-risk community members and treat-in-place services to prevent unnecessary ED visits and provide high quality on-site care.	• Reimbursement of services provided not currently reimbursable (treat in place) • Training for EMTs and paramedics in preventative screenings, telehealth, and tele-presence • Tech infrastructure and equipment for screenings, telehealth & tele-presence communication • Technical assistance for new services • Technical assistance for payment model implementation	$84.4M
Innovative Maternal Care Grants to collaboratives of maternal and family medicine practices, community-based organizations, and health systems to support an array of pre-natal, L&D, and postpartum care in rural communities.	• Equipment, technology, and IT infrastructure for maternal health providers • Technical assistance for providers to utilize remote patient monitoring and tele-presence • Technical assistance in sustainability to fund go-forward costs into operating budgets and expenses	$62.7M

- The intended key stakeholders for sub-initiatives include:

Table 24. Initiative Specific Stakeholders: Connected Care Closer to Home

Sub-Initiative	Key Specific Stakeholders
Mobile and Hybrid Care	Health care providers, community areas that will serve as homes to mobile units, kiosks, "clinics in a box", etc., mobile health technology companies
Community Paramedicine	EMS councils & agencies, health systems, mobile health technology companies
Innovative Maternal Care	Health systems, maternal and family medicine providers, L&D units in rural hospitals, maternal health technology companies

- Estimated 5-year funding for the initiative includes:

Table 27. Sub-initiative 5-year Budgets: Connected Care Closer to Home

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Mobile and Hybrid Care	$63.9M	$53.6M	$46.6M	$44.5M	$51.6M	$260.2M
Community Paramedicine	$4.9M	$26.5M	$26.5M	$15.9M	$10.6M	$84.4M
Innovative Maternal Care	$12.3M	$14.5M	$13.2M	$10.7M	$11.9M	$62.7M
Total	**$81.1M**	**$94.6M**	**$86.3M**	**$71.1M**	**$74.1M**	**$407.2M**

- TJPDC staff intend to submit an application to DMAS, in partnership with RRRC, for funding for the eligible initiatives.

9. Round Table Discussion by Jurisdiction

10. 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 accommodation 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@tjpdc.org or visit the website www.tjpdc.org.