

THOMAS JEFFERSON PLANNING DISTRICT COMMISSION (TJPDC)

DRAFT Minutes, September 3, 2026

COMMISSIONERS PRESENT	IN PERSON	REMOTE	STAFF PRESENT	IN PERSON	REMOTE
Albemarle County			Christine Jacobs, Executive Director	x	
Ned Galloway	x		David Blount, Deputy Director	x	
Mike Pruitt	x		Laura Greene, Finance Director		
Fluvanna County			Laurie Jean Talun, Regional Program Manager	x	
Tony O'Brien	x		Isabella O'Brien, Regional Environmental Planner II	x	
Tim Hodge	x		Joe Klodzinski, VATI Administrative Assistant	x	
Greene County			Khansa Ghumman, Regional Housing VISTA	x	
Tim Goolsby					
James Higgins	x				
Louisa County					
Tommy Barlow	x				
Manning Woodward	x				
Nelson County					
Ernie Reed	x		GUESTS/PUBLIC PRESENT		
Jesse Rutherford					
City of Charlottesville					
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:



City of Charlottesville

Albemarle County

Fluvanna County

Greene County

Louisa County

Nelson County

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

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

3. ADMINISTRATION:

a. Appointments:

- i. **Central Virginia Regional Housing Partnership (TJPDC Member)**
- ii. **TJPDC Corporation (Fluvanna Member)**

Motion/Action: On a motion by Mike Pruitt, seconded by Ned Gallaway, the Commission unanimously appointed Commissioner Jen Fleisher to the CVRHP. On a motion by Tim Hodge, seconded by Ernie Reed, the Commission unanimously appointed Commissioner Tony O'Brien as Fluvanna representative to the TJPDC Corporation.

4. PRESENTATIONS AND PUBLIC HEARINGS:

a. Virginia Telecommunication Initiative (VATI) Six-Month Update

Joe Klodzinski, VATI Administrative Assistant, Regional Program Manager, presented an overview of the TJPDC's two VATI broadband projects, highlighting budget and financial management activities to date and multiple site visits to observe fiber construction throughout the region. He noted that the number of "passings" achieved by the project had increased 19% since the last update to the Commission. Work on the VATI 2022 project is nearing completion.

b. Watershed Improvement Program (WIP) Annual Funding Update and Resolution for Chesapeake Bay Watershed Implementation Funding

Isabella O'Brien, Regional Environmental Planner II, provided an overview of the Chesapeake Bay Watershed Improvement Program (WIP), to include the 2026 scope of work and its successes; the STEW Map data dashboard; and a proposed 2027 scope of work for funding. She also briefly explained the proposed resolution.

Motion/Action: On a motion by Tim Hodge, seconded by Jen Fleisher, the Commission unanimously approved the Resolution for Chesapeake Bay Watershed Implementation Funding.

c. Public Hearing: Solid Waste Management Plan

Isabella O'Brien presented the draft FY27 Solid Waste Management Plan at the August meeting. Commissioners were provided two email comments that had been received, one related to incentivizing recycling and the second related to the overall substance of the plan.

Chair Payne opened the Public Hearing for the Solid Waste Management Plan at 7:33 pm. There was no one from the public who wished to speak. The public hearing was closed.

d. HOME and Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER) Presentation, Public Hearing and Resolution Adopting the 2025 HOME-CDBG CAPER

Laurie Jean Talun, Regional Program Manager, gave an overview of HOME-funded activities and the population served during Program Year 2025. About \$1.6 million was spent on 16 homeowner rehabilitation projects, one homebuyer unit and four rental units. Additionally, the public comment period for the draft CAPER was held September 1 -16.

Public Hearing – HOME and CDBG CAPER

Chair Payne opened the public hearing for the HOME and CDBG CAPER at 7:36 pm. There was no one from the public who wished to speak, nor were any comments submitted in advance of the meeting. The public hearing was closed.

Resolution – HOME and CDBG CAPER

Motion/Action: On a motion by Tony O'Brien, seconded by Tim Hodge, the Commission unanimously approved the Resolution for the HOME and CDBG CAPER, as presented.

e. Housing Preservation Grant (HPG) Pre-Application Statement of Activities and Intergovernmental Review (IGR)

Christine Jacobs introduced and presented this item, noting that TJPDC has administered this grant since 2015, and that the new funding opportunity is for \$83,819 in USDA HPG funding, which would be used for small and medium skill renovations on homes for income-eligible households. TJPDC also is applying for up to \$50,000 in HPG declared disaster funds from a previous year. An Intergovernmental Review is required for the grants.

Public Hearing – Housing Preservation Grants

Chair Payne opened the public hearing for the Housing Preservation Grants at 7:39. There was no one from the public in attendance who made comments, nor were any comments submitted in advance of the meeting. The public hearing was closed.

Resolutions – Intergovernmental Review and Project Support for Housing Preservation Grants (Disaster Grant and HPG Grant)

Motion/Action: On a motion by Tim Hodge, second by Tony O'Brien, the Commission unanimously approved the IGR for the Disaster Grant, as presented. On a motion by Mike Pruitt, second by Tim Hodge, the Commission unanimously approved the IGR for the HPG Grant, as presented.

5. *CONSENT AGENDA:

- a. Minutes of the 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

Motion/Action: On a motion by James Higgins seconded by Mike Pruitt, the Commission unanimously approved the Consent Agenda as presented.

6. NEW BUSINESS:

a. Draft FY28 Projected Budget and Local Revenue Requests

Christine Jacobs gave an overview of the TJPDC's three-part budget approval process. She presented the FY28 Projected Operating Budget, FY28 Projected Revenues and FY28 Projected Per Capita and Local Contributions. The draft budget of \$3,548,321 is balanced and includes only known and highly likely revenue sources. Several one-time funding sources, mostly federal funding, won't be available in FY28. She noted that the budget at this point would draw \$147,178 from reserves in order to balance, but that the projected budget likely will have a number of changes prior to its official adoption in May, 2026, as additional grants and programs are identified. The draft budget includes an anticipated indirect cost rate of \$.41 is anticipated and a per capita rate of \$0.72 for local contributions, which is the last of the two cents per year increases that were approved by the Commission in 2022. An updated budget will be presented for action at the Commission's October meeting.

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 upcoming RRBC Conference, and of ongoing meetings being held with state officials about the Rural Health Transformation initiative. As the state is interested in PDCs cooperating regionally, TJPDC met with the Rappahannock-Rapidan Regional Commission, with whom we work cooperatively. She noted that this is anticipated to be five-year program, with ongoing opportunities to refine the process in future years.

9. OTHER BUSINESS:

a. Roundtable Discussion by Jurisdiction

b. Next Meeting – October 1, 2026, 7:00 pm

Items for next meeting:

- i. August Financials
- ii. Blue Ridge Cigarette Tax Board Update (Six Months)
- iii. Draft FY28 Projected Annual Budget and Local Revenue Resolution—Consideration/Approval
- iv. HOME and CDBG CAPER Draft Presentation and Public Hearing, Resolution

- v. Final Solid Waste Management Plan—Resolution (Consent)
- vi. Transportation Assistance Fund—Guidelines/Promotion
- vii. Rural Long Range Plan Update
- viii. Resolution Authorizing Signing DRPT Master Agreement

10. ADJOURNMENT:

Motion/Action: The meeting was declared adjourned at 8:50 pm.

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