



CENTRAL VIRGINIA TRANSPORTATION AUTHORITY

MINUTES OF ACTION MEETING

Friday, July 16, 2021

8:30 a.m.

PlanRVA James River Board Room

Members Present:

Jurisdiction/Agency	Member	Present	Absent
Town of Ashland	Daniel McGraw (Designee)	x	
Charles City County	William G. Coad (virtual)	x	
Chesterfield County	Kevin P. Carroll, Vice Chair	x	
Goochland County	Neil Spoonhower	x	
Hanover County	W. Canova Peterson	x	
Henrico County	Frank J. Thornton, Chair	x	
New Kent County	Patricia A. Paige	x	
Powhatan County	David T. Williams	x	
City of Richmond	Mayor Levar M. Stoney	x	
VA House of Delegates	Delegate Delores McQuinn		x
Senate of Virginia	Senator Jennifer L. McClellan	x	
Commonwealth Transportation Board	Carlos M. Brown		x

Non-Voting Ex-Officio

Agency	Member	Present	Absent
VDRPT	Jennifer DeBruhl (Designee)	x	
VDOT	Shane Mann (Designee)	x	
Virginia Port Authority	Barbara Nelson (Designee)	x	
GRTC Transit System	Julie Timm	x	
RMTA	Joi Taylor Dean	x	

The technology used for this meeting was a web-hosted service created by YouTube Live Streaming and was open and accessible for participation by members of the public. Voting record tables are attached to the action meeting minutes in Appendix A. A recording of this meeting is available on the [Plan RVA YouTube Channel](#).

CALL TO ORDER

The Central Virginia Transportation Authority (CVTA) Chairman, Frank J. Thornton, presided and called the July 16, 2021 Central Virginia Transportation Authority action meeting to order at 8:31 a.m.

ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM

Nicole Mueller, Program Coordinator for the RRTPO at PlanRVA, took attendance by roll call and certified that a quorum was present.

A. ADMINISTRATION

1. Consideration of Amendments to the Action Meeting Agenda

There were no requested changes to the meeting agenda.

On motion of David T. Williams, seconded by Patricia A. Paige, the Authority unanimously approved the July 16, 2021 meeting agenda as presented (voice vote).

2. Approval of June 25, 2021 CVTA Action Meeting Minutes

There were no comments or corrections to the June 25, 2021 CVTA action meeting minutes.

On motion of W. Canova Peterson, seconded by Kevin P. Carroll, the Authority unanimously approved the minutes of the June 25, 2021 CVTA action meeting as presented (voice vote).

3. Open Public Comment Period

There were no requests to address the CVTA.

4. CVTA Chairman's Report

Chair Thornton introduced Barbara Nelson, who was attending the meeting in place of Stephen Edwards, a new non-voting ex officio member on the Authority representing the Virginia Port Authority.

B. COMMITTEE REPORTS

5. CVTA Finance Committee Update

a. Memorandum of Agreement (MOA) – CVTA/Localities

At their May 28th meeting, the Authority approved the MOA for official distribution to the localities for their action. Staff provided an update on the local review of the draft MOA with member localities. Once all MOA's have been signed, this item will come back to the Authority in September for final approval/authorization by the Chairman.

6. CVTA Technical Advisory Committee Update

a. Regional Project Prioritization

CVTA TAC Chair Eure provided an update on the work efforts of the Regional Priorities Subcommittee.

b. Transit Service Governance Report

The Central Virginia Transportation Authority has a responsibility under the Code of Virginia to assess the current form of transit governance of services in the region. The specific language in the Code is as follows:

... That the Central Virginia Transportation Authority, as created by Chapter 37 (§ 33.2-3700 et seq.) of Title 33.2 of the Code of Virginia, as created by this act, shall evaluate the governance structure of transit service in the Richmond region, including the evaluation of establishing a transportation district pursuant to Chapter 19 (§ 33.2-1900 et seq.) of Title 33.2 of the Code of Virginia, and report the results of such evaluation to the Governor and the General Assembly no later than December 1, 2020.

An extension for the completion of the Transit Service Governance Report was granted to June 30, 2021. In coordination with the Secretary's office, additional time was provided to ensure the completion of a satisfactory report prior to September 1, 2021. The CVTA Transit Service Governance Subcommittee served as a steering committee, guiding the work of an AECOM team to develop the report. The committee worked closely with the CVTA TAC to ensure the report met the demands of the Code of Virginia. The CVTA TAC recommended acceptance of the report as complete.

On motion of Levar M. Stoney, seconded by Kevin P. Carroll, the Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution as presented (Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) accepts the report as complete, fulfilling the requirements of the Code of Virginia, and transmit the accepted report to the Governor and General Assembly upon acceptance.

7. CVTA Nominating Committee Report

The CVTA Nominating Committee, chaired by Ms. Patricia Paige, met on May 25th, June 29th, and July 1st to consider candidates for nomination and election as Chair and Vice Chair of the Authority and, per CVTA revised Bylaws, for appointment by the Authority of the two at-large seats on the CVTA Finance Committee.

Following their deliberations, the Nominating Committee took action to approve the following nominees:

Mr. Frank J. Thornton to serve as Chair
Mr. Kevin P. Carroll to serve as Vice Chair

Mr. W. Canova Peterson to serve on the Finance Committee
Mr. Carlos M. Brown to serve on the Finance Committee

Chairman Thornton requested CVTA Administrator Mr. Chet Parsons to conduct the elections of officers to the Authority and appointees to the Finance Committee.

C. OTHER BUSINESS

8. Election of CVTA Officers

The CVTA Nominating Committee, chaired by Ms. Patricia A. Paige, met on May 25, 2021, June 29, 2021, and July 1, 2021 to consider candidates for nomination and election as Chair and Vice Chair of the Authority and, per your revised Bylaws, for appointment by the Authority of the two at-large seats on the CVTA Finance Committee. In accordance with the CVTA Bylaws, additional nominations to these positions may be made by any CVTA member. There were no additional nominations. Mr. Parson's deferred to Ms. Paige to move the nominees for election to Chair and Vice Chair of the CVTA.

Ms. Patricia A. Paige moved to elect Mr. Frank J. Thornton and Mr. Kevin P. Carroll as CVTA Chair and CVTA Vice Chair, respectively, for Fiscal Year 2022.

Mrs. Mueller conducted a roll call vote on the motion. The motion passed unanimously.

Ms. Patricia A. Paige moved to appoint Mr. W. Canova Peterson and Mr. Carlos M. Brown to the CVTA Finance Committee for Fiscal Year 2022.

Mrs. Mueller conducted a roll call vote on the motion. The motion passed unanimously.

Chairman Thornton congratulated those elected and appointed.

9. Draft FY22 Authority Meeting Schedule and Format

On motion of David T. Williams, seconded by Levar M. Stoney, the Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution:

RESOLVED, that the Central Virginia Transportation Authority (CVTA) adopts the FY22 schedule for regular Authority meeting dates as presented.

Next CVTA Authority Meeting: September 24, 2021

The next action meeting will be held on September 24, 2021, beginning at 8:30 a.m. in the conference room of the Central Virginia Waste Management Authority (CVWMA) in Richmond, Virginia.

D. ADJOURNMENT

Chairman Thornton adjourned the meeting at 9:35 a.m. on July 16, 2021.

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