



Photo: VDOT sign announcing funding of the I-64 gap widening project.

**Note: the Patricia A. Paige Memorial Highway Dedication Ceremony has been rescheduled for Tuesday, May 7, 2024, at noon at the New Kent Interstate 64 East Bound Rest Area & Welcome Center.**

More information can be found [here](#).

## Central Virginia Transportation Authority (CVTA)



### NOTES

This meeting is open to the public. Members of the public are invited to attend in person or virtually. Please alert the CVTA at [information@cvtava.org](mailto:information@cvtava.org) if electronic transmission of this meeting fails for the public. Please refer to our [Statement Regarding Virtual Meeting Participation by Members of the Public](#) for more information.

Check out our complete [Public Participation Guide](#) online to learn about the different ways you can stay connected and involved.

Meetings are also live streamed and archived on our YouTube Channel at [Plan RVA - YouTube](#).

Members of the public are invited to submit public comments either verbally or in writing. Written comments can be submitted through the Q&A/Chat function on Zoom by email to [information@CVTAVA.org](mailto:information@CVTAVA.org). Written comments will be read aloud or summarized during the meeting when possible and will be included in the meeting minutes. Verbal comments will be taken during the Public Comment Period on the agenda. Please indicate by raising your hand (in-person participants, where applicable) or through the Q&A/Chat functions on Zoom (virtual participants) if you would like to comment. When acknowledged by the Chairman, please clearly state your name so that it may be recorded in the meeting minutes.

Powered By:



*PlanRVA is where the region comes together to look ahead. Established in 1969, PlanRVA promotes cooperation across the region's nine localities and supports programs and organizations like the Richmond Regional Transportation Planning Organization, Central Virginia Transportation Authority, the Emergency Management Alliance of Central Virginia, Lower Chickahominy Watershed Collaborative and Don't Trash Central Virginia.*

# AGENDA

## CENTRAL VIRGINIA TRANSPORTATION AUTHORITY

Friday, April 26, 2024, 9:00 a.m.  
PlanRVA James River Boardroom,  
424 Hull Street, Suite 300, Richmond, VA 23224 and via Zoom

If you wish to participate in this meeting virtually, please register via Zoom at the following link:  
[https://planrva-org.zoom.us/webinar/register/WN\\_yhQG1bRuTY2A4m6se\\_sO4w](https://planrva-org.zoom.us/webinar/register/WN_yhQG1bRuTY2A4m6se_sO4w)

**Call to Order** (Stoney)

**Pledge of Allegiance** (Stoney)

**Certification of a Quorum** (Scott)

**Welcome and Introductions** (Stoney)

### A. **ADMINISTRATION**

**1. Confirmation of Member Participation from a Remote Location**

(as needed) (Stoney)

**Action requested (if there are member requests to participate remotely): motion to confirm that the Chair's decision to approve or disapprove the member(s) request to participate from a remote location was in conformance with the CVTA Policy for Remote Participation of Members; and, the voice of the remotely participating member(s) can be heard by all persons at the primary or central meeting location (voice vote).**

**2. Consideration of Amendments to the Agenda**

(Stoney)

**3. Approval of CVTA Meeting Minutes – March 29, 2024 – page 5**

(Stoney/5 minutes)

**Action requested: motion to approve meeting minutes as presented (voice vote).**

**4. Open Public Comment Period**

**5. CVTA Chairman's Report**

(Stoney/5 minutes)

**B. PUBLIC HEARING – FY2025 CVTA ADMINISTRATIVE AND OPERATING EXPENSE BUDGET** – page 12

**Requested action: motion to adopt FY25 Administrative & Operating Expense Budget (roll call vote).**

**C. ACTION ITEMS**

**1. GRTC Regional Public Transportation Plan**

*(Torres/15 minutes)*

**Requested action: motion to accept the 2024 GRTC Regional Public Transportation Plan (voice vote).**

**2. Henrico County Standard Project Agreements**

*(Parsons/10 minutes)*

**a. CVTA-0021 – Green City Connector Trail and Bridge** – page 16

**b. CVTA-0026 – N. Gayton Road Interchange at I-64** – page 22

**c. CVTA-0035 – Magellan Parkway Bridge & Approach Section** – page 28

**d. CVTA-0037 – Brook Road Improvements – Villa Park to Hilliard Road** – page 33

**e. CVTA-0040 – Woodman Road – Mountain Road to Hungary Road** – page 39

**Requested action: motion to approve and authorize the execution of each Henrico County Standard Project Agreements individually (roll call vote).**

**3. FY25 Meeting Schedule** – page 44

*(Parsons/5 minutes)*

**Requested action: motion to approve the FY25 meeting schedule as presented (voice vote).**

**4. Invitation to Governor to Address the CVTA** – page 47

*(Parsons/5 minutes)*

**Requested action: motion to authorize letter of invitation to Governor Youngkin to address the CVTA (voice vote).**

**D. REPORTS**

**1. CVTA Finance Committee Update**

*(10 minutes)*

**a. Finance Committee Chair’s Report** *(Carroll)*

**b. Financial Activities and Investment Reports** *(Parsons)* – page 48

**2. CVTA Executive Director’s Report**

*(Parsons/5 minutes)*

**a. Joint Annual Meeting – June 13, 2024**

**b. Quarterly Report (Q2) - Locality Expenditures** – page 51

*(Parsons/5 minutes)*

**Information Item.**

**3. CVTA Technical Advisory Committee (TAC) Update**

*(Clarke/15 minutes)*

**a. TAC Chair’s Report**

**4. Agency Updates**

*Parsons/5 minutes)*

- a. **PlanRVA Report** – page 56
- b. **RRTPO Report** - page 57

**E. OTHER BUSINESS**

- 1. **Newsletter: The Better Together Connector (linked)**  
Information item.
- 2. **CVTA Member Comments**

**F. ADJOURNMENT**

## CENTRAL VIRGINIA TRANSPORTATION AUTHORITY MEETING MINUTES

**Friday, March 29, 2024, 9:00 a.m.**  
**PlanRVA James River Boardroom and via Zoom**  
**424 Hull Street, Suite 300, Richmond, VA 23224**

### Members Present:

Jurisdiction/ Agency	Member	Present	Absent	Designee	Present	Absent
<b>Town of Ashland</b>	John H. Hodges, <b>Vice Chair</b>	X		Daniel McGraw		
<b>Charles City County</b>	Byron Adkins, Sr.	X		Ryan Patterson		
<b>Chesterfield County</b>	Kevin P. Carroll	X		James Holland		
<b>Goochland County</b>	Neil Spoonhower			Tom Winfree	X	
<b>Hanover County</b>	Sean Davis			Ryan Hudson		
<b>Henrico County</b>	Tyrone Nelson	X		Vacant		
<b>New Kent County</b>	John Moyer			Amy Pearson	X	
<b>Powhatan County</b>	Steve McClung	X		Mark Kinney		
<b>City of Richmond</b>	Mayor Levar M. Stoney, <b>Chair</b>			Kristen Nye	X	
<b>VA House of Delegates</b>	Delegate Rae Cousins	X		N/A		
<b>Senate of Virginia</b>	Senator Ghazala F. Hashmi	X (virtual)		N/A		
<b>Commonwealth Transportation Board</b>	J. Rex Davis	X		N/A		

### Non-Voting Ex-Officio

Agency	Member	Present	Absent	Designee	Present	Absent
<b>CRAC</b>	Perry J. Miller	X		John Rutledge		
<b>GRTC</b>	Sheryl Adams	X		Adrienne Torres		
<b>RMTA</b>	Joi Taylor Dean			N/A		
<b>VDRPT</b>	Jennifer DeBruhl			Zach Trogden	X	
<b>VDOT</b>	Stephen Brich			Dale Totten (A)		
				Mark Riblett (A)	X	
<b>Virginia Port Authority</b>	Stephen A. Edwards			Cathie J. Vick		
				Barbara Nelson	X (virtual)	

The technology used for the CVTA meeting was a web-hosted service created by Zoom and YouTube Live Streaming and was open and accessible for participation by members of the public. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

### Call to Order

The Central Virginia Transportation Authority (CVTA) Vice Chair, John Hodges, presided and called the March 29, 2024, CVTA meeting to order at 9:14 a.m.



## **Pledge of Allegiance**

The Pledge of Allegiance was led by Vice Chair Hodges.

## **Welcome and Introductions**

Vice Chair Hodges welcomed all attendees.

### **A. ADMINISTRATION**

#### **1. Confirmation of Member Participation from a Remote Location**

Vice Chair Hodges reported that two members requested approval to participate remotely:

- Barbara Nelson, for the following reason: principal residence location more than 60 miles from the meeting location.
- Ghazala Hashmi for the following reason: a personal matter; specifically, a scheduling conflict that prevents in person attendance.

Vice Chair Hodges announced his approval of the requests to participate remotely.

On motion by Kevin Carroll, seconded by Tyrone Nelson, the members of the Authority voted unanimously to approve the members' requests to participate from a remote location were in conformance with the CVTA Policy for Remote Participation of member; and, the voice of the remotely participating members could be heard by all persons at the primary or central meeting location (voice vote).

The quorum was updated to show the presence of the remote members.

#### **2. Consideration of Amendments to the Meeting Agenda**

Mr. Parsons requested that the order for Items B.-1 and B.-2 be switched.

On motion by Amy Pearson, seconded by Kevin Carroll, the members of the Authority voted to approve the CVTA meeting agenda as amended (voice vote).

#### **3. Approval of the February 23, 2024, CVTA Meeting Minutes**

On motion by Steve McClung, seconded by Byron Adkins, the members of the Authority voted to approve the CVTA meeting minutes as amended (voice vote; John Hodges and Amy Pearson abstained).

#### **4. Open Public Comment Period**

There were no citizens present in-person or virtually wishing to offer public comments.

#### **5. CVTA Chairman's Report**

Vice Chair Hodges commended PlanRVA on the success of the Transportation Forum that was held March 15<sup>th</sup> at Main Street Station.

GRTC's Link microtransit ribbon-cutting event in Ashland was a success and he is looking forward to the program's success.

#### **6. Executive Director's Report**

Chet Parsons, Executive Director, reported on two letters that were distributed: a letter of support for the City of Richmond's grant application for Fall Line Trail funding and a letter of intent to sign a memorandum of agreement with PlanRVA for a climate pollution reduction grant application.

He reminded members that he is collecting information from each Authority member as to whether they wish to receive the stipend that is available for meeting attendance.

Delegate Rae Cousins joined the meeting at 9:25 a.m.

## **B. ACTION ITEMS**

### **2. FY 2024 Administrative and Operating Budget – Revision 01**

Mr. Parsons explained the proposed budget revision and reported that it was reviewed by the Finance Committee and Authority approval was recommended.

On motion by Kevin Carroll, the members of the Authority voted to approve the FY 2024 Administrative and Operating Budget – Revision 01 (roll call vote; see Appendix A).

### **1. Request for Authorization to Advertise a Public Hearing for April 26, 2024, for the FY2025 Administrative & Operating Budget**

Mr. Parsons explained that staff is preparing the FY25 budget. The expectation is that the budget will closely resemble the FY24 budget but will include funds for a stand-alone CVTA website. The Finance Committee will review the draft budget at its April meeting, prior to the April 26, 2024, Authority meeting. The committee recommended authorizing advertisement of the public hearing.

On motion by Kevin Carroll, the members of the Authority voted to authorize advertisement of a public hearing for April 26, 2024, for the FY2025 Administrative & Operating Budget and for a public review period to be held from April 11, 2024, through April 25, 2024 (voice vote).

### **3. Financial Policies and Procedures Update**

Mr. Parsons provided an overview of the proposed changes to the Financial Policies and Procedures. Most of the changes are adjustments to account for the Executive Director position being filled. There is also a change in the regional revenue section to address potential bonding.

It was suggested that the wording in paragraph 2, start of the second sentence, be changed to “for debt-funded projects approved by the CVTA,”.

On motion by J. Rex Davis, seconded by Amy Pearson, the members of the Authority voted to approve the Financial Policies and Procedures as amended (voice vote).

### **4. 2024 CVTA Regional Allocations Plan**

Mr. Parsons presented this request and explained that the Authority approved a dollar amount on February 23, 2024, for the list of projects. The allocations plan assigns the funds over the seven-year period, based on the information provided in each funding application.

On motion by Kristen Nye, seconded by Amy Pearson, the members of the Authority voted to approve the 2024 Regional Allocations Plan as presented (roll call vote; see Appendix A).

## **C. COMMITTEE REPORTS**

### **1. CVTA Finance Committee Update**

#### **a. Finance Committee Chair's Report**

Mr. Parsons reported that the committee addressed the previous action items on today's agenda at their last meeting. The committee was also introduced to representatives from Kaufman and Canoles, the newly selected bond council firm.

#### **b. Financial Activity and Investment Reports**

Mr. Parsons reviewed the financial activity and investment reports and highlighted key figures in the reports.

### **2. CVTA Technical Advisory Committee (TAC) Update**

#### **a. TAC Chair's Report**

Dironna Moore Clarke, CVTA TAC Chair, came forward and provided an overview of TAC activity. She reported that the committee met on March 11<sup>th</sup> and received an update on the Fall Line Trail wayfinding plan. Localities have been asked to submit the destinations they want included in the plan to CVTA staff. Funding sources for wayfinding and other ongoing trail expenses are being explored.

The regional framework parking lot items were also reviewed by the TAC and the group will continue the review over the next months. Project readiness and regional benefit are two areas that the group is reviewing for potential improvements to the framework document.

An engineering on-call bench for third party cost estimate reviews is being explored.

There was discussion about possible artwork that will be added along the Fall Line Trail. There has not been a particular firm selected to provide and install artwork. Seeking input from localities' art councils was suggested.

### **3. Agency Updates**

#### **a. PlanRVA Report**

#### **b. RRTPO Report**

Mr. Parsons noted that these reports were included in the agenda packet.

## **D. OTHER BUSINESS**

### **1. CVTA Member Comments**

Amy Pearson announced that the naming ceremony for the Patricia A. Paige Memorial Highway is being held April 3<sup>rd</sup> at 12 p.m. at the New Kent Rest Area and Welcome Center, located at I-64 east, mile marker 213.

Steve McClung asked staff to look into what funds might be available for blue-ways or waterways. Mr. Parsons noted that this can be explored with VDOT and other sources.

Kristen Nye reported that Chair Stoney has requested that a draft press release be prepared along with a video highlighting the key projects funded in round 3 for leveraging and implementation of projects planned for the next six years. It should also highlight how the region has increased the spending power of the CVTA by providing \$232M in regional transportation investments for this round and to fund major projects in the region.



Kevin Carroll commented that Chesterfield County has the capability to produce such a video. He offered those services to the CVTA and the City of Richmond.

Mark Riblett commented that VDOT's spring 6-year plan public meeting is scheduled for April 18<sup>th</sup> at 4:00 p.m. at the Richmond District office.

Tom Winfree commented on the statue of Secretariat that is being unveiled in Ashland tomorrow. Vice Chair Hodges reported that there will be a free showing of the Secretariat movie tomorrow at 11:00 a.m. and a ribbon cutting at 2:00 p.m.

**E. ADJOURNMENT**

Vice Chair Hodges adjourned the meeting at 10:05 a.m.

**Motion as presented:** Approve the FY 2024 Administrative and Operating Budget – Revision 01  
**First:** Kevin Carroll  
**Second:** N/A (Finance Committee recommendation)

Select location of proposed service/facility =

Members	Population*	Weighted Votes	UNWEIGHTED				Voting Check	Population "Yays"
			"Yay"	"Nay"	Abstain	Absent		
Ashland	7,873	1	1				Ok	7,873
Charles City	6,773	1	1				Ok	6,773
Chesterfield	364,548	4	1				Ok	364,548
Goochland	24,727	2	1				Ok	24,727
Hanover	102,106	3				1	Ok	-
Henrico	334,389	4	1				Ok	334,389
New Kent	22,945	2	1				Ok	22,945
Powhatan	30,333	2	1				Ok	30,333
Richmond	226,610	4	1				Ok	226,610
Delegate		1	1				Ok	
Senator		1	1				Ok	
CTB Member		1	1				Ok	
<b>* Census 2020</b>	<b>1,120,304</b>	<b>26</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>12</b>	<b>1,018,198</b>

WEIGHTED	
"Yay"	"Nay"
1	0
1	0
4	0
2	0
0	0
4	0
2	0
2	0
4	0
1	0
1	0
1	0
<b>23</b>	<b>0</b>

OVERALL VOTE =

Voting Check	VALID
Quorum Present	YES
4/5 Population in Affirmative	PASS

A "Valid" vote requires all 12 members to have their vote marked "Yay", "Nay", "Abstain" or marked "Absent".

**Quorum:**

A majority of the voting members of the Authority (or designees) shall constitute a quorum. There are 12 voting members, therefore at least 7 members must be present to constitute a quorum.

Quorum Present

**Rule:**

Decisions of the Authority shall require an affirmative vote of those present and voting whose votes represent at least four-fifths of the population embraced by the Authority; however, no motion to fund a specific facility or service shall fail because of this population criterion if such facility or service is not located or to be located or provided or to be provided within the county or city whose chief elected officer's or elected official's, or its respective designee's, sole negative vote caused the facility or service to fail to meet the population criterion.

- A. Four-fifths of the pop. embraced by the Authority =
- B. Pop. of voting members (cities & counties) present & voting in the affirmative =

896,243  
 1,018,198 ←

If B. is less than A., vote **FAILS**.

If B. is greater than or equal than A., motion **PASSES**.  
 If B. is less than A., motion **FAILS**.  
 \*\*If pop. criteria is not met, check to see if exception described in the rule applies.

Motion as presented: Approve the 2024 Regional Allocations Plan as presented  
 First: Kristen Nye  
 Second: Amy Pearson

Select location of proposed service/facility =

Members	Population*	Weighted Votes	UNWEIGHTED				Voting Check	Population "Yays"
			"Yay"	"Nay"	Abstain	Absent		
Ashland	7,873	1	1				Ok	7,873
Charles City	6,773	1	1				Ok	6,773
Chesterfield	364,548	4	1				Ok	364,548
Goochland	24,727	2	1				Ok	24,727
Hanover	102,106	3				1	Ok	-
Henrico	334,389	4	1				Ok	334,389
New Kent	22,945	2	1				Ok	22,945
Powhatan	30,333	2	1				Ok	30,333
Richmond	226,610	4	1				Ok	226,610
Delegate		1	1				Ok	
Senator		1	1				Ok	
CTB Member		1	1				Ok	
* Census 2020	<b>1,120,304</b>	<b>26</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>12</b>	<b>1,018,198</b>

WEIGHTED	
"Yay"	"Nay"
1	0
1	0
4	0
2	0
0	0
4	0
2	0
2	0
4	0
1	0
1	0
1	0
<b>23</b>	<b>0</b>

OVERALL VOTE = **PASS**

Voting Check	VALID
Quorum Present	YES
4/5 Population in Affirmative	PASS

A "Valid" vote requires all 12 members to have their vote marked "Yay", "Nay", "Abstain" or marked "Absent". **VALID**

**Quorum:**  
 A majority of the voting members of the Authority (or designees) shall constitute a quorum. There are 12 voting members, therefore at least 7 members must be present to constitute a quorum.

Quorum Present **YES**

**Rule:**  
 Decisions of the Authority shall require an affirmative vote of those present and voting whose votes represent at least four-fifths of the population embraced by the Authority; however, no motion to fund a specific facility or service shall fail because of this population criterion if such facility or service is not located or to be located or provided or to be provided within the county or city whose chief elected officer's or elected official's, or its respective designee's, sole negative vote caused the facility or service to fail to meet the population criterion.

A. Four-fifths of the pop. embraced by the Authority =  
 B. Pop. of voting members (cities & counties) present & voting in the affirmative =

896,243  
 1,018,198 ← **PASS**

If B. is less than A., vote **FAILS**.

If B. is greater than or equal than A., motion **PASSES**.  
 If B. is less than A., motion **FAILS**.  
 \*\*If pop. criteria is not met, check to see if exception described in the rule applies.

## CVTA AGENDA 4/26/24; ITEM B.

### FY 2025 Administrative and Operating Budget

#### Central Virginia Transportation Authority

**BACKGROUND:** As part of its duties prescribed in the Code of Virginia and under its adopted bylaws, the Central Virginia Transportation Authority is required to develop an annual budget. The specific language in the CVTA bylaws is as follows:

*Budget and Fiscal Year. After a duly convened public hearing held in accordance with the requirements of Virginia Code § 33.2-3706(A), the Authority shall adopt an annual budget for each fiscal year, which budget shall provide for all the revenues and the operating, capital, and administrative expenses of the Authority for the fiscal year. The fiscal year of the Authority will commence on July 1st each year and will terminate on the following June 30th. The annual budget for a fiscal year shall, except in the case of the Authority's first fiscal year, be adopted before such fiscal year begins. The Executive Director is authorized to administer the administrative budget approved by the Authority and may, in the exercise of that authority, but subject to the advice and consent of the chair of the Finance Committee, implement adjustments to the amounts allocated to line items within the administrative budget, provided that, after giving effect to those adjustments, the aggregate amount of the administrative budget is equal to or less than the then applicable Authority-approved administrative budget.*

Highlighted changes between FY24 and FY25, referenced from the notes in the right column of the budget table:

- Slight increase in administration and staffing to cover coordinated PlanRVA assumptions regarding cost of living adjustments and additional staff coverage for financial and administrative management.
- Reduction in fees for financial advisors, bond preparation services, and bond counsel – aside from the quarterly advisory fees with PFM from the March 2022 Financial Advisory Services agreement, any additional fees incurred to assist in preparing CVTA for bond issuance would be included in that cost.
- Contracted services update to finalize and publish the Fall Line Trail Wayfinding Plan with AB Design in first half of FY25 and develop task orders in new PlanRVA engineering on-call bench for off-year existing project support and next round of regional funding in FY26.
- Increase in technology and support services to include:
  - Use of PlanRVA communications and engagement bench consultants to develop approach for CVTA standalone website.
  - Focus on technology: priority data to share with the public and stakeholders, innovative web tools to engage the community and educate them on the importance of the CVTA.

- RFP for website development, award and production of contract to create a new CVTA website that can be easily maintained by staff.
- Development of video content that supports storytelling about the impact of CVTA and regional project highlights.
- Increases in specialty software licenses to assist in data visualization, audience polling, and presentations. Includes subscription fees for Executive Director to continue professional development through access to best practices data.
- Increase in public engagement to cover development of enhanced tools for sharing the CVTA story with the public and external partners, data visualization (such as live dashboards, charts, and graphs), survey tools and real-time polling/ preference surveys.

---

**REQUESTED ACTION:** motion to approve the FY 2025 Administrative and Operating Budget.

---

**CVTA RESOLUTION:** The following resolution is presented for Authority approval:

**Resolved,** that the Central Virginia Transportation Authority (CVTA) approves the FY 2025 Administrative and Operating Budget.

CAP  
Attachments

Account (QBO)	CATEGORY	FY2025 Draft	FY2024 (amended 3/24)	FY2025 budget notes
<b>Personnel</b>				
6110 Salaries	Admin & Staffing	\$ 486,500.00	\$ 458,220.00	Based on FY25 updated staff hours and projected needs. Includes coordinated PlanRVA assumptions regarding COLA and additional staff coverage for financial and administrative management
7100 Professional Fees	Member Compensation	\$ 6,000.00	\$ 5,500.00	Updated based on new member feedback following November 2024 elections
<b>Professional Services</b>				
7730 Contracted Services	Audit	\$ 19,000.00	\$ 19,000.00	FY25 remains the same - last year of agreement
7721 General Counsel	General Legal Counsel	\$ 48,000.00	\$ 48,000.00	FY25 remains the same
7730 Contracted Services	Financial Advisors	\$ 20,000.00	\$ 82,000.00	PFM advisory budget = \$5K per quarter according to the March 20222 Financial Advisory Services agreement
7640 Insurance	Insurance	\$ 3,200.00	\$ 2,843.00	Renewal
7730 Contracted Services	Bond Preparation Services	\$ -	\$ 55,000.00	Any fees incurred to help prepare CVTA for bonding would be included in the bond issuance
7730 Contracted Services	Bond Counsel	\$ -		Any fees incurred to help prepare CVTA for bonding would be included in the bond issuance
7730 Contracted Services	Contracted Services	\$ 110,000.00	\$ 128,307.00	Finalize and publish Wayfinding Plan with AB Design in first half of FY25 Develop prioritization process task orders for off-year existing project support and next round of regional funding in FY26 through mechanisms added in new PlanRVA engineering on-call bench
<b>Technology &amp; Communications</b>				
7226 Technnology Services	Technology Services & Support	\$ 50,000.00	\$ 2,400.00	CVTA website and video development. Use of PlanRVA communications and engagement bench consultants to develop approach for CVTA standlaone website. Focus on technology: priority data to share with the public and stakeholders, innovative web tools to engage the community and educate them on CVTA importance. RFP for website development, award and production of contract to create a new CVTA website that is easily maintained by staff. Development of video content that supports storytelling about impact of CVTA and regional project highlights. Upgrade for Executive Director computer.



Account (QBO)	CATEGORY	FY2025 Draft	FY2024 (amended 3/24)	FY2025 budget notes
<b>Administrative</b>				
7236 Meeting Expense	Meetings Expenses	\$ 4,000.00	\$ 3,500.00	Monthly CVTA meetings, annual transportation forum, joint annual meeting, PlanRVA Day (all in cooperation with PlanRVA and RRTPO). Covers cost of refreshments, AV / technology, and other costs as identified for specific meetings
7222 Software	Memberships/Subscriptions/Licenses	\$ 15,000.00	\$ 3,600.00	Professional memberships, software subscriptions/licenses. Includes specialty software licenses to assist in data visualization, audience polling, and presentations. Includes subscription fees for Executive Director to continue professional development through access to best practices data
7235 Supplies	Office Expenses & Supplies	\$ 500.00	\$ 750.00	
6590 Training	Professional Development & Training	\$ 10,000.00	\$ 8,000.00	Conferences, skills training / refreshers. Includes registration, course fees, and materials for professional development
7250 Public Outreach/Adv.	Public Engagement	\$ 30,000.00	\$ 10,000.00	Covers development of enhanced tools for sharing the CVTA story with the public and external partners. Data visualization, such as live dashboards, charts, and graphs. Survey tools and real-time polling and preference surveys Development of a consistent and data-driven annual report
7425 Travel	Travel	\$ 10,000.00	\$ 3,000.00	Travel costs for statewide meetings, constituent meetings, conferences, continuing education, national seminars and member events
	Contingency	\$ 20,000.00		Flexible funding set-aside for budget adjustments as needed - requirements established in the CVTA Financial Policies and Procedures

**TOTAL \$ 832,200.00 \$ 831,720.00**

**STANDARD PROJECT ADMINISTRATION AGREEMENT**  
**CVTA Regionally Funded Projects**

CVTA Project ID	Project Name	UPC	Local Government
CVTA-0021	Green City Connector Trail and Bridge	-	LOCALITY

THIS AGREEMENT is hereby executed and made effective as of the date of the last (latest) signature set forth below, by and between the LOCALITY, VIRGINIA, hereinafter referred to as the LOCALITY and the Central Virginia Transportation Authority, hereinafter referred to as the CVTA. The CVTA and the LOCALITY are collectively referred to as the "Parties."

WHEREAS, the LOCALITY has expressed its desire to administer the work described in Appendix A, and such work for each improvement shown in Appendix A is hereinafter referred to as the "Project;" and

WHEREAS, the funds shown in Appendix A have been allocated to finance the Project; and

WHEREAS, the LOCALITY is committed to the development and delivery of the Project in an expeditious manner; and

WHEREAS, the Parties have concurred in the LOCALITY's administration of the Project as shown in Appendix A in accordance with applicable federal, state, and local laws and regulations.

NOW THEREFORE, in consideration of the mutual premises contained herein, the Parties hereto agree as follows:

1. The representations, covenants and recitations set forth in the foregoing recitals are material to this Agreement and are hereby incorporated into and made a part of this Agreement as though they were fully set forth in this Section 1.
2. The LOCALITY shall:
  - a. Be responsible for all activities necessary to complete the noted phase(s) of the Project as shown in Appendix A, as expressly required by federal, state, and local laws and regulations, or as otherwise agreed to, in writing, between the Parties. Every phase of the Project will be designed and constructed to meet or exceed current American Association of State Highway and Transportation Officials standards when the facilities are locally maintained and shall further comply with all supplementary standards established by the Virginia Department of Transportation when the facilities are maintained by the Virginia Department of Transportation.

- b. Maintain accurate and complete records of the Project's development and retain documentation of all expenditures and make such information available for inspection or auditing by the CVTA upon request. Records and documentation for the Project shall be maintained for no less than three (3) years following the CVTA's acceptance of the final voucher on the Project.
  - c. Submit quarterly progress and expenditure reports, and invoices with supporting documentation to the CVTA in the form prescribed by the CVTA. The supporting documentation shall include copies of vendor and contractor invoices paid by the LOCALITY, an up-to-date Project summary and schedule, and a cash flow summary of all payment requests, payments, and adjustments in a form prescribed by the CVTA.
  - d. Requests for reimbursement shall be made within 90 days after any eligible project expenses are incurred by the LOCALITY. Reimbursement for eligible expenditures shall not exceed funds allocated each year for the Project by the CVTA. Additional funds for eligible expenditures for the Project may be requested and shall be approved on case-by case basis, per paragraph 4 below.
  - e. Provide, or have others provide, maintenance of the Project upon completion, unless otherwise agreed to by the Parties. Where the Project results in physical construction, the LOCALITY will continue to operate and maintain the Project, or have others operate and maintain the Project, in accordance with the final constructed design and applicable standards. The LOCALITY agrees that any modification of the approved design features, without the approval of the CVTA or agencies with proper oversight, may, at the discretion of the CVTA, result in restitution either physically or monetarily as determined by the CVTA.
3. The CVTA shall:
- a. Upon receipt of the LOCALITY's invoices pursuant to paragraph 2.c, reimburse the LOCALITY the cost of eligible Project expenses, as described in Appendix A. Such reimbursements shall be payable by the CVTA within 30 days of an acceptable submission by the LOCALITY.
  - b. Audit the LOCALITY's Project records and documentation as may be required to verify LOCALITY compliance with applicable policies, laws, and regulations.
4. Nothing in this Agreement shall obligate the Parties hereto to expend or provide any funds in excess of funds agreed upon in this Agreement or as shall have been included in an annual or other lawful appropriation. CVTA funding is limited to the allocated funding identified in the Appendix A of this Agreement, or other sources of funding allocated to the project by the CVTA and is allocable only upon LOCALITY's compliance with all requirements of this Agreement. In the event the cost of all or part of the Project is anticipated to exceed the allocation shown on Appendix A, the Parties agree to cooperate in seeking additional funding for the Project or to terminate the Project before Project costs exceed the allocated amount. Any requested increase in CVTA funding is subject to CVTA policy and procedures applicable to the funding source and is not guaranteed.

If the CVTA elects to allocate additional funds, such additional funds shall be paid from federal, state, and/or CVTA revenues, in proportions as agreed by the Parties at the time, with the goal of expending state or federal funds first before expending LOCALITY and/or CVTA revenues.

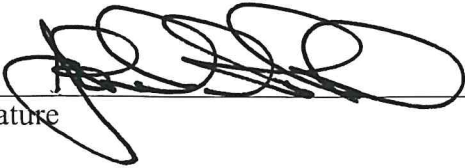
5. In the event there is a significant reduction in costs, the LOCALITY and CVTA will work reasonably and in good faith to amend Appendix A fairly to reflect the effect of the reduction, with the goal of applying the savings to supplant LOCALITY and CVTA funding commitments, and to maximize the use of federal and state funds on the Project. If federal or state funding not previously available for the Project becomes available for any portion of the Project, then the LOCALITY and CVTA will work reasonably and in good faith to fairly allocate the additional funding, with the goal of applying the additional funding to supplant LOCALITY and CVTA funding commitments, and to maximize the use of state and federal funds on the Project.
6. Nothing in this Agreement shall be construed as a waiver of the LOCALITY's or CVTA's sovereign immunity.
7. The Parties mutually agree and acknowledge, in entering this Agreement, that the individuals acting on behalf of the Parties are acting within the scope of their official authority and capacity and the Parties agree that neither Party will bring a suit or assert a claim against any official, officer, or employee of either Party, in their individual or personal capacity, for a breach or violation of the terms of this Agreement or to otherwise enforce the terms and conditions of this Agreement. The foregoing notwithstanding, nothing in this Agreement shall prevent the enforcement of the terms and conditions of this Agreement by or against either Party in a competent court of law.
8. The Parties mutually agree that no provision of this Agreement shall create in the public, or in any person or entity other than the Parties, rights as a third party beneficiary hereunder, or authorize any person or entity, not a party hereto, to maintain any action for, without limitation, personal injury, property damage, breach of contract, or return of money, or property, deposit(s), cancellation or forfeiture of bonds, financial instruments, pursuant to the terms of this Agreement or otherwise. Notwithstanding any other provision of this Agreement to the contrary, unless otherwise provided, the Parties agree that the LOCALITY and the CVTA shall not be bound by any agreements between either Party and other persons or entities concerning any matter which is the subject of this Agreement, unless and until the LOCALITY and the CVTA has, in writing, received a true copy of such agreement(s) and has affirmatively agreed, in writing, to be bound by such Agreement.
9. This Agreement may be terminated by either Party upon 30 days advance written notice to the other Party. Eligible Project expenses incurred through the date of termination shall be reimbursed in accordance with paragraph 3.a., subject to the limitations established in this Agreement and Appendix A. Upon termination and unless otherwise agreed to, the CVTA shall retain ownership of plans and specifications. Right-of-way acquired with CVTA funding shall be transferred to the jurisdiction in which the Project is located, unless otherwise agreed. The LOCALITY may retain plans, specifications, and right-of-way if all CVTA funds expended for the project are reimbursed to the CVTA.

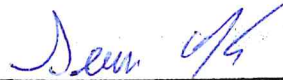
10. Prior to taking any action alleging breach of this Agreement, the CVTA shall provide notice to the LOCALITY with a specific description of the LOCALITY's breach of this Agreement. Upon receipt of a notice of breach, the LOCALITY will be provided the opportunity to cure such breach or to provide a plan to cure to the satisfaction to the CVTA. If, within sixty (60) days after receipt of the written notice of breach, the LOCALITY has neither cured the breach, nor is diligently pursuing a cure of the breach, then upon receipt by the LOCALITY of a written notice from the CVTA stating that the breach has neither been cured, nor is the LOCALITY diligently pursuing a cure, the CVTA may exercise any remedies it may have under this Agreement or at law or in equity.
11. The LOCALITY and CVTA acknowledge and agree that this Agreement has been prepared jointly by the Parties and shall be construed in accordance with its fair meaning and not strictly for or against any Party.
12. This Agreement, when properly executed, shall be binding upon both Parties, their successors, and assigns.
13. This Agreement may be modified only in writing by mutual agreement of the Parties.

The remainder of this page is BLANK

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the day, month, and year first herein written.

**LOCALITY, VIRGINIA:**

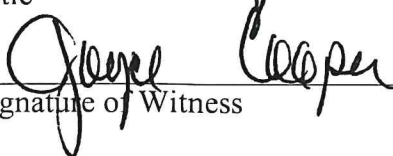
  
\_\_\_\_\_  
Signature

**APPROVED AS TO FORM**  
  
\_\_\_\_\_  
**COUNTY ATTORNEY**

Mr. John Vitthoulkas  
\_\_\_\_\_  
Typed or printed name of signatory

County Manager  
\_\_\_\_\_  
Title

3/28/24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature of Witness

3/28/24  
\_\_\_\_\_  
Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this agreement.

**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY:**

\_\_\_\_\_  
Chair  
Central Virginia  
Transportation Authority

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Date

**Attachments**

- Appendix A
- Appendix B



**APPENDIX A - Locally Administered**

**Project Details**

Locality:	<b>Henrico County</b>
CVTA Project Name:	<b>Green City Connector Trail and Bridge</b>
CVTA Project Number:	<b>CVTA-0021</b>
UPC Number (If Applicable):	<b>N/A</b>
CVTA Program Coordinator	<b>Chet Parsons</b>
Local Program Manager:	<b>Todd Eure</b>
Scope of Services:	<b>RW, CN (PE if needed)</b>
Allocated Project Funding Amount:	<b>\$9,978,000</b>

**Schedule**

Milestone	Anticipated Date
Project Scoping Meeting	Complete
Survey	Complete
Utility Designation (If Applicable)	8/12/2024
Geotechnical Engineering Report	8/1/2024
Conceptual Design Phase Submittal (If Applicable)	Complete
Approved NEPA Document (If Applicable)	Not Applicable
Preliminary Design Phase Submittal	Complete
Citizen Information Meeting (If Applicable)	Not Applicable
Post Willingness (if Applicable)	Not Applicable
Public Hearing (If Applicable)	8/15/2024
Utility Field Inspection (If Applicable)	9/24/2024
ROW Design Phase Submittal (If Applicable)	9/30/2024
ROW Acquisition	6/16/2025
Relocate Utilities (If Applicable)	12/1/2025
Final Construction Design Phase Submittal	3/15/2025
Draft Invitation for Bid Submittal	11/1/2025
Invitation for Bid Advertisement	12/2/2025
Environmental Permits Obtained (If Applicable)	8/20/2025
Begin Construction	2/2/2026
End Construction	2/2/2028

**STANDARD PROJECT ADMINISTRATION AGREEMENT**  
**CVTA Regionally Funded Projects**

CVTA Project ID	Project Name	UPC	Local Government
CVTA-0026	N. Gayton Road Interchange at I-64	-	LOCALITY

THIS AGREEMENT is hereby executed and made effective as of the date of the last (latest) signature set forth below, by and between the LOCALITY, VIRGINIA, hereinafter referred to as the LOCALITY and the Central Virginia Transportation Authority, hereinafter referred to as the CVTA. The CVTA and the LOCALITY are collectively referred to as the "Parties."

WHEREAS, the LOCALITY has expressed its desire to administer the work described in Appendix A, and such work for each improvement shown in Appendix A is hereinafter referred to as the "Project;" and

WHEREAS, the funds shown in Appendix A have been allocated to finance the Project; and

WHEREAS, the LOCALITY is committed to the development and delivery of the Project in an expeditious manner; and

WHEREAS, the Parties have concurred in the LOCALITY's administration of the Project as shown in Appendix A in accordance with applicable federal, state, and local laws and regulations.

NOW THEREFORE, in consideration of the mutual premises contained herein, the Parties hereto agree as follows:

1. The representations, covenants and recitations set forth in the foregoing recitals are material to this Agreement and are hereby incorporated into and made a part of this Agreement as though they were fully set forth in this Section 1.
2. The LOCALITY shall:
  - a. Be responsible for all activities necessary to complete the noted phase(s) of the Project as shown in Appendix A, as expressly required by federal, state, and local laws and regulations, or as otherwise agreed to, in writing, between the Parties. Every phase of the Project will be designed and constructed to meet or exceed current American Association of State Highway and Transportation Officials standards when the facilities are locally maintained and shall further comply with all supplementary standards established by the Virginia Department of Transportation when the facilities are maintained by the Virginia Department of Transportation.

- b. Maintain accurate and complete records of the Project's development and retain documentation of all expenditures and make such information available for inspection or auditing by the CVTA upon request. Records and documentation for the Project shall be maintained for no less than three (3) years following the CVTA's acceptance of the final voucher on the Project.
  - c. Submit quarterly progress and expenditure reports, and invoices with supporting documentation to the CVTA in the form prescribed by the CVTA. The supporting documentation shall include copies of vendor and contractor invoices paid by the LOCALITY, an up-to-date Project summary and schedule, and a cash flow summary of all payment requests, payments, and adjustments in a form prescribed by the CVTA.
  - d. Requests for reimbursement shall be made within 90 days after any eligible project expenses are incurred by the LOCALITY. Reimbursement for eligible expenditures shall not exceed funds allocated each year for the Project by the CVTA. Additional funds for eligible expenditures for the Project may be requested and shall be approved on case-by case basis, per paragraph 4 below.
  - e. Provide, or have others provide, maintenance of the Project upon completion, unless otherwise agreed to by the Parties. Where the Project results in physical construction, the LOCALITY will continue to operate and maintain the Project, or have others operate and maintain the Project, in accordance with the final constructed design and applicable standards. The LOCALITY agrees that any modification of the approved design features, without the approval of the CVTA or agencies with proper oversight, may, at the discretion of the CVTA, result in restitution either physically or monetarily as determined by the CVTA.
3. The CVTA shall:
- a. Upon receipt of the LOCALITY's invoices pursuant to paragraph 2.c, reimburse the LOCALITY the cost of eligible Project expenses, as described in Appendix A. Such reimbursements shall be payable by the CVTA within 30 days of an acceptable submission by the LOCALITY.
  - b. Audit the LOCALITY's Project records and documentation as may be required to verify LOCALITY compliance with applicable policies, laws, and regulations.
4. Nothing in this Agreement shall obligate the Parties hereto to expend or provide any funds in excess of funds agreed upon in this Agreement or as shall have been included in an annual or other lawful appropriation. CVTA funding is limited to the allocated funding identified in the Appendix A of this Agreement, or other sources of funding allocated to the project by the CVTA and is allocable only upon LOCALITY's compliance with all requirements of this Agreement. In the event the cost of all or part of the Project is anticipated to exceed the allocation shown on Appendix A, the Parties agree to cooperate in seeking additional funding for the Project or to terminate the Project before Project costs exceed the allocated amount. Any requested increase in CVTA funding is subject to CVTA policy and procedures applicable to the funding source and is not guaranteed.

If the CVTA elects to allocate additional funds, such additional funds shall be paid from federal, state, and/or CVTA revenues, in proportions as agreed by the Parties at the time, with the goal of expending state or federal funds first before expending LOCALITY and/or CVTA revenues.

5. In the event there is a significant reduction in costs, the LOCALITY and CVTA will work reasonably and in good faith to amend Appendix A fairly to reflect the effect of the reduction, with the goal of applying the savings to supplant LOCALITY and CVTA funding commitments, and to maximize the use of federal and state funds on the Project. If federal or state funding not previously available for the Project becomes available for any portion of the Project, then the LOCALITY and CVTA will work reasonably and in good faith to fairly allocate the additional funding, with the goal of applying the additional funding to supplant LOCALITY and CVTA funding commitments, and to maximize the use of state and federal funds on the Project.
6. Nothing in this Agreement shall be construed as a waiver of the LOCALITY's or CVTA's sovereign immunity.
7. The Parties mutually agree and acknowledge, in entering this Agreement, that the individuals acting on behalf of the Parties are acting within the scope of their official authority and capacity and the Parties agree that neither Party will bring a suit or assert a claim against any official, officer, or employee of either Party, in their individual or personal capacity, for a breach or violation of the terms of this Agreement or to otherwise enforce the terms and conditions of this Agreement. The foregoing notwithstanding, nothing in this Agreement shall prevent the enforcement of the terms and conditions of this Agreement by or against either Party in a competent court of law.
8. The Parties mutually agree that no provision of this Agreement shall create in the public, or in any person or entity other than the Parties, rights as a third party beneficiary hereunder, or authorize any person or entity, not a party hereto, to maintain any action for, without limitation, personal injury, property damage, breach of contract, or return of money, or property, deposit(s), cancellation or forfeiture of bonds, financial instruments, pursuant to the terms of this Agreement or otherwise. Notwithstanding any other provision of this Agreement to the contrary, unless otherwise provided, the Parties agree that the LOCALITY and the CVTA shall not be bound by any agreements between either Party and other persons or entities concerning any matter which is the subject of this Agreement, unless and until the LOCALITY and the CVTA has, in writing, received a true copy of such agreement(s) and has affirmatively agreed, in writing, to be bound by such Agreement.
9. This Agreement may be terminated by either Party upon 30 days advance written notice to the other Party. Eligible Project expenses incurred through the date of termination shall be reimbursed in accordance with paragraph 3.a., subject to the limitations established in this Agreement and Appendix A. Upon termination and unless otherwise agreed to, the CVTA shall retain ownership of plans and specifications. Right-of-way acquired with CVTA funding shall be transferred to the jurisdiction in which the Project is located, unless otherwise agreed. The LOCALITY may retain plans, specifications, and right-of-way if all CVTA funds expended for the project are reimbursed to the CVTA.

10. Prior to taking any action alleging breach of this Agreement, the CVTA shall provide notice to the LOCALITY with a specific description of the LOCALITY's breach of this Agreement. Upon receipt of a notice of breach, the LOCALITY will be provided the opportunity to cure such breach or to provide a plan to cure to the satisfaction to the CVTA. If, within sixty (60) days after receipt of the written notice of breach, the LOCALITY has neither cured the breach, nor is diligently pursuing a cure of the breach, then upon receipt by the LOCALITY of a written notice from the CVTA stating that the breach has neither been cured, nor is the LOCALITY diligently pursuing a cure, the CVTA may exercise any remedies it may have under this Agreement or at law or in equity.
11. The LOCALITY and CVTA acknowledge and agree that this Agreement has been prepared jointly by the Parties and shall be construed in accordance with its fair meaning and not strictly for or against any Party.
12. This Agreement, when properly executed, shall be binding upon both Parties, their successors, and assigns.
13. This Agreement may be modified only in writing by mutual agreement of the Parties.

The remainder of this page is BLANK

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the day, month, and year first herein written.

**LOCALITY, VIRGINIA:**

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
COUNTY ATTORNEY

Mr. John Vitthoulkas  
\_\_\_\_\_  
Typed or printed name of signatory

County Manager  
\_\_\_\_\_  
Title

3/28/24  
\_\_\_\_\_  
Date

Joyce Coops  
\_\_\_\_\_  
Signature of Witness

3/28/24  
\_\_\_\_\_  
Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this agreement.

**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY:**

\_\_\_\_\_  
Chair  
Central Virginia  
Transportation Authority

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Date

- Attachments**  
Appendix A  
Appendix B



**APPENDIX A - Locally Administered**

**Project Details**

Locality:	<b>Henrico County</b>
CVTA Project Name:	<b>N. Gayton Road Interchange at I-64</b>
CVTA Project Number:	<b>CVTA-0026</b>
UPC Number (If Applicable):	<b>Not Applicable</b>
CVTA Program Coordinator:	<b>Chet Parsons</b>
Local Program Manager:	<b>Todd Eure</b>
Scope of Services:	<b>Initial Survey and Preliminary PE</b>
Allocated Project Funding Amount:	<b>\$3,185,000</b>

**Schedule**

Milestone	Anticipated Date
Project Scoping Meeting	Not Applicable
Survey	4/30/2024
Utility Designation (If Applicable)	Not Applicable
Geotechnical Engineering Report	Not Applicable
Conceptual Design Phase Submittal (If Applicable)	3/30/2025
Approved NEPA Document (If Applicable)	8/5/2025
Preliminary Design Phase Submittal	Not Applicable
Citizen Information Meeting (If Applicable)	Not Applicable
Post Willingness (if Applicable)	Not Applicable
Public Hearing (If Applicable)	Not Applicable
Utility Field Inspection (If Applicable)	Not Applicable
ROW Design Phase Submittal (If Applicable)	Not Applicable
ROW Acquisition	Not Applicable
Relocate Utilities (If Applicable)	Not Applicable
Final Construction Design Phase Submittal	Not Applicable
Draft Invitation for Bid Submittal	Not Applicable
Invitation for Bid Advertisement	Not Applicable
Environmental Permits Obtained (If Applicable)	Not Applicable
Begin Construction	Not Applicable
End Construction	Not Applicable

**STANDARD PROJECT ADMINISTRATION AGREEMENT**  
**CVTA Regionally Funded Projects**

CVTA Project ID	Project Name	UPC	Local Government
CVTA-0035	Magellan Parkway Bridge and Approach Section	-	LOCALITY

THIS AGREEMENT is hereby executed and made effective as of the date of the last (latest) signature set forth below, by and between the LOCALITY, VIRGINIA, hereinafter referred to as the LOCALITY and the Central Virginia Transportation Authority, hereinafter referred to as the CVTA. The CVTA and the LOCALITY are collectively referred to as the "Parties."

WHEREAS, the LOCALITY has expressed its desire to administer the work described in Appendix A, and such work for each improvement shown in Appendix A is hereinafter referred to as the "Project;" and

WHEREAS, the funds shown in Appendix A have been allocated to finance the Project; and

WHEREAS, the LOCALITY is committed to the development and delivery of the Project in an expeditious manner; and

WHEREAS, the Parties have concurred in the LOCALITY's administration of the Project as shown in Appendix A in accordance with applicable federal, state, and local laws and regulations.

NOW THEREFORE, in consideration of the mutual premises contained herein, the Parties hereto agree as follows:

1. The representations, covenants and recitations set forth in the foregoing recitals are material to this Agreement and are hereby incorporated into and made a part of this Agreement as though they were fully set forth in this Section 1.
2. The LOCALITY shall:
  - a. Be responsible for all activities necessary to complete the noted phase(s) of the Project as shown in Appendix A, as expressly required by federal, state, and local laws and regulations, or as otherwise agreed to, in writing, between the Parties. Every phase of the Project will be designed and constructed to meet or exceed current American Association of State Highway and Transportation Officials standards when the facilities are locally maintained and shall further comply with all supplementary standards established by the Virginia Department of Transportation when the facilities are maintained by the Virginia Department of Transportation.

If the CVTA elects to allocate additional funds, such additional funds shall be paid from federal, state, and/or CVTA revenues, in proportions as agreed by the Parties at the time, with the goal of expending state or federal funds first before expending LOCALITY and/or CVTA revenues.

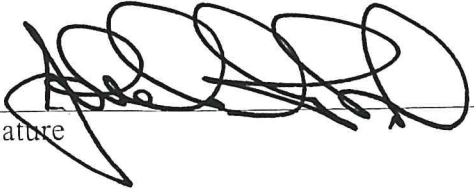
5. In the event there is a significant reduction in costs, the LOCALITY and CVTA will work reasonably and in good faith to amend Appendix A fairly to reflect the effect of the reduction, with the goal of applying the savings to supplant LOCALITY and CVTA funding commitments, and to maximize the use of federal and state funds on the Project. If federal or state funding not previously available for the Project becomes available for any portion of the Project, then the LOCALITY and CVTA will work reasonably and in good faith to fairly allocate the additional funding, with the goal of applying the additional funding to supplant LOCALITY and CVTA funding commitments, and to maximize the use of state and federal funds on the Project.
6. Nothing in this Agreement shall be construed as a waiver of the LOCALITY's or CVTA's sovereign immunity.
7. The Parties mutually agree and acknowledge, in entering this Agreement, that the individuals acting on behalf of the Parties are acting within the scope of their official authority and capacity and the Parties agree that neither Party will bring a suit or assert a claim against any official, officer, or employee of either Party, in their individual or personal capacity, for a breach or violation of the terms of this Agreement or to otherwise enforce the terms and conditions of this Agreement. The foregoing notwithstanding, nothing in this Agreement shall prevent the enforcement of the terms and conditions of this Agreement by or against either Party in a competent court of law.
8. The Parties mutually agree that no provision of this Agreement shall create in the public, or in any person or entity other than the Parties, rights as a third party beneficiary hereunder, or authorize any person or entity, not a party hereto, to maintain any action for, without limitation, personal injury, property damage, breach of contract, or return of money, or property, deposit(s), cancellation or forfeiture of bonds, financial instruments, pursuant to the terms of this Agreement or otherwise. Notwithstanding any other provision of this Agreement to the contrary, unless otherwise provided, the Parties agree that the LOCALITY and the CVTA shall not be bound by any agreements between either Party and other persons or entities concerning any matter which is the subject of this Agreement, unless and until the LOCALITY and the CVTA has, in writing, received a true copy of such agreement(s) and has affirmatively agreed, in writing, to be bound by such Agreement.
9. This Agreement may be terminated by either Party upon 30 days advance written notice to the other Party. Eligible Project expenses incurred through the date of termination shall be reimbursed in accordance with paragraph 3.a., subject to the limitations established in this Agreement and Appendix A. Upon termination and unless otherwise agreed to, the CVTA shall retain ownership of plans and specifications. Right-of-way acquired with CVTA funding shall be transferred to the jurisdiction in which the Project is located, unless otherwise agreed. The LOCALITY may retain plans, specifications, and right-of-way if all CVTA funds expended for the project are reimbursed to the CVTA.

10. Prior to taking any action alleging breach of this Agreement, the CVTA shall provide notice to the LOCALITY with a specific description of the LOCALITY's breach of this Agreement. Upon receipt of a notice of breach, the LOCALITY will be provided the opportunity to cure such breach or to provide a plan to cure to the satisfaction to the CVTA. If, within sixty (60) days after receipt of the written notice of breach, the LOCALITY has neither cured the breach, nor is diligently pursuing a cure of the breach, then upon receipt by the LOCALITY of a written notice from the CVTA stating that the breach has neither been cured, nor is the LOCALITY diligently pursuing a cure, the CVTA may exercise any remedies it may have under this Agreement or at law or in equity.
11. The LOCALITY and CVTA acknowledge and agree that this Agreement has been prepared jointly by the Parties and shall be construed in accordance with its fair meaning and not strictly for or against any Party.
12. This Agreement, when properly executed, shall be binding upon both Parties, their successors, and assigns.
13. This Agreement may be modified only in writing by mutual agreement of the Parties.

The remainder of this page is BLANK

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the day, month, and year first herein written.

**LOCALITY, VIRGINIA:**

  
\_\_\_\_\_  
Signature

**APPROVED AS TO FORM**

  
\_\_\_\_\_  
**COUNTY ATTORNEY**

Mr. John Vitthoulkas  
\_\_\_\_\_  
Typed or printed name of signatory

County Manager  
\_\_\_\_\_  
Title

3/28/24  
\_\_\_\_\_  
Date

Jayce Cooper  
\_\_\_\_\_  
Signature of Witness

3/28/24  
\_\_\_\_\_  
Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this agreement.

**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY:**

\_\_\_\_\_  
Chair  
Central Virginia  
Transportation Authority  
Date

\_\_\_\_\_  
Signature of Witness  
Date

**Attachments**

- Appendix A
- Appendix B

**APPENDIX A - Locally Administered**

**Project Details**

Locality:	<b>Henrico County</b>
CVTA Project Name:	<b>Magellan Parkway Bridge and Approach Section</b>
CVTA Project Number:	<b>CVTA-0035</b>
UPC Number (If Applicable):	<b>N/A</b>
CVTA Program Coordinator	<b>Chet Parsons</b>
Local Program Manager:	<b>Todd Eure</b>
Scope of Services:	<b>RW, CN</b>
Allocated Project Funding Amount:	<b>\$18,572,000</b>

**Schedule**

Milestone	Anticipated Date
Project Scoping Meeting	Complete
Survey	Complete
Utility Designation (If Applicable)	Complete
Geotechnical Engineering Report	Complete
Conceptual Design Phase Submittal (If Applicable)	Complete
Approved NEPA Document (If Applicable)	Not Applicable
Preliminary Design Phase Submittal	Complete
Citizen Information Meeting (If Applicable)	Not Applicable
Post Willingness (if Applicable)	Not Applicable
Public Hearing (If Applicable)	Complete
Utility Field Inspection (If Applicable)	Complete
ROW Design Phase Submittal (If Applicable)	Complete
ROW Acquisition	4/1/2024
Relocate Utilities (If Applicable)	Not Applicable
Final Construction Design Phase Submittal	5/15/2024
Draft Invitation for Bid Submittal	5/15/2024
Invitation for Bid Advertisement	6/15/2024
Environmental Permits Obtained (If Applicable)	6/15/2024
Begin Construction	11/1/2024
End Construction	9/30/2026

**STANDARD PROJECT ADMINISTRATION AGREEMENT**  
**CVTA Regionally Funded Projects**

CVTA Project ID	Project Name	UPC	Local Government
CVTA-0037	Brook Road Improvements – Villa Park to Hilliard Road	-	LOCALITY

THIS AGREEMENT is hereby executed and made effective as of the date of the last (latest) signature set forth below, by and between the LOCALITY, VIRGINIA, hereinafter referred to as the LOCALITY and the Central Virginia Transportation Authority, hereinafter referred to as the CVTA. The CVTA and the LOCALITY are collectively referred to as the “Parties.”

WHEREAS, the LOCALITY has expressed its desire to administer the work described in Appendix A, and such work for each improvement shown in Appendix A is hereinafter referred to as the “Project;” and

WHEREAS, the funds shown in Appendix A have been allocated to finance the Project; and

WHEREAS, the LOCALITY is committed to the development and delivery of the Project in an expeditious manner; and

WHEREAS, the Parties have concurred in the LOCALITY's administration of the Project as shown in Appendix A in accordance with applicable federal, state, and local laws and regulations.

NOW THEREFORE, in consideration of the mutual premises contained herein, the Parties hereto agree as follows:

1. The representations, covenants and recitations set forth in the foregoing recitals are material to this Agreement and are hereby incorporated into and made a part of this Agreement as though they were fully set forth in this Section 1.
2. The LOCALITY shall:
  - a. Be responsible for all activities necessary to complete the noted phase(s) of the Project as shown in Appendix A, as expressly required by federal, state, and local laws and regulations, or as otherwise agreed to, in writing, between the Parties. Every phase of the Project will be designed and constructed to meet or exceed current American Association of State Highway and Transportation Officials standards when the facilities are locally maintained and shall further comply with all supplementary standards established by the Virginia Department of Transportation when the facilities are maintained by the Virginia Department of Transportation.



- b. Maintain accurate and complete records of the Project's development and retain documentation of all expenditures and make such information available for inspection or auditing by the CVTA upon request. Records and documentation for the Project shall be maintained for no less than three (3) years following the CVTA's acceptance of the final voucher on the Project.
  - c. Submit quarterly progress and expenditure reports, and invoices with supporting documentation to the CVTA in the form prescribed by the CVTA. The supporting documentation shall include copies of vendor and contractor invoices paid by the LOCALITY, an up-to-date Project summary and schedule, and a cash flow summary of all payment requests, payments, and adjustments in a form prescribed by the CVTA.
  - d. Requests for reimbursement shall be made within 90 days after any eligible project expenses are incurred by the LOCALITY. Reimbursement for eligible expenditures shall not exceed funds allocated each year for the Project by the CVTA. Additional funds for eligible expenditures for the Project may be requested and shall be approved on case-by case basis, per paragraph 4 below.
  - e. Provide, or have others provide, maintenance of the Project upon completion, unless otherwise agreed to by the Parties. Where the Project results in physical construction, the LOCALITY will continue to operate and maintain the Project, or have others operate and maintain the Project, in accordance with the final constructed design and applicable standards. The LOCALITY agrees that any modification of the approved design features, without the approval of the CVTA or agencies with proper oversight, may, at the discretion of the CVTA, result in restitution either physically or monetarily as determined by the CVTA.
3. The CVTA shall:
- a. Upon receipt of the LOCALITY's invoices pursuant to paragraph 2.c, reimburse the LOCALITY the cost of eligible Project expenses, as described in Appendix A. Such reimbursements shall be payable by the CVTA within 30 days of an acceptable submission by the LOCALITY.
  - b. Audit the LOCALITY's Project records and documentation as may be required to verify LOCALITY compliance with applicable policies, laws, and regulations.
4. Nothing in this Agreement shall obligate the Parties hereto to expend or provide any funds in excess of funds agreed upon in this Agreement or as shall have been included in an annual or other lawful appropriation. CVTA funding is limited to the allocated funding identified in the Appendix A of this Agreement, or other sources of funding allocated to the project by the CVTA and is allocable only upon LOCALITY's compliance with all requirements of this Agreement. In the event the cost of all or part of the Project is anticipated to exceed the allocation shown on Appendix A, the Parties agree to cooperate in seeking additional funding for the Project or to terminate the Project before Project costs exceed the allocated amount. Any requested increase in CVTA funding is subject to CVTA policy and procedures applicable to the funding source and is not guaranteed.


- If the CVTA elects to allocate additional funds, such additional funds shall be paid from federal, state, and/or CVTA revenues, in proportions as agreed by the Parties at the time, with the goal of expending state or federal funds first before expending LOCALITY and/or CVTA revenues.
5. In the event there is a significant reduction in costs, the LOCALITY and CVTA will work reasonably and in good faith to amend Appendix A fairly to reflect the effect of the reduction, with the goal of applying the savings to supplant LOCALITY and CVTA funding commitments, and to maximize the use of federal and state funds on the Project. If federal or state funding not previously available for the Project becomes available for any portion of the Project, then the LOCALITY and CVTA will work reasonably and in good faith to fairly allocate the additional funding, with the goal of applying the additional funding to supplant LOCALITY and CVTA funding commitments, and to maximize the use of state and federal funds on the Project.
  6. Nothing in this Agreement shall be construed as a waiver of the LOCALITY's or CVTA's sovereign immunity.
  7. The Parties mutually agree and acknowledge, in entering this Agreement, that the individuals acting on behalf of the Parties are acting within the scope of their official authority and capacity and the Parties agree that neither Party will bring a suit or assert a claim against any official, officer, or employee of either Party, in their individual or personal capacity, for a breach or violation of the terms of this Agreement or to otherwise enforce the terms and conditions of this Agreement. The foregoing notwithstanding, nothing in this Agreement shall prevent the enforcement of the terms and conditions of this Agreement by or against either Party in a competent court of law.
  8. The Parties mutually agree that no provision of this Agreement shall create in the public, or in any person or entity other than the Parties, rights as a third party beneficiary hereunder, or authorize any person or entity, not a party hereto, to maintain any action for, without limitation, personal injury, property damage, breach of contract, or return of money, or property, deposit(s), cancellation or forfeiture of bonds, financial instruments, pursuant to the terms of this Agreement or otherwise. Notwithstanding any other provision of this Agreement to the contrary, unless otherwise provided, the Parties agree that the LOCALITY and the CVTA shall not be bound by any agreements between either Party and other persons or entities concerning any matter which is the subject of this Agreement, unless and until the LOCALITY and the CVTA has, in writing, received a true copy of such agreement(s) and has affirmatively agreed, in writing, to be bound by such Agreement.
  9. This Agreement may be terminated by either Party upon 30 days advance written notice to the other Party. Eligible Project expenses incurred through the date of termination shall be reimbursed in accordance with paragraph 3.a., subject to the limitations established in this Agreement and Appendix A. Upon termination and unless otherwise agreed to, the CVTA shall retain ownership of plans and specifications. Right-of-way acquired with CVTA funding shall be transferred to the jurisdiction in which the Project is located, unless otherwise agreed. The LOCALITY may retain plans, specifications, and right-of-way if all CVTA funds expended for the project are reimbursed to the CVTA.

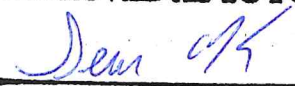
10. Prior to taking any action alleging breach of this Agreement, the CVTA shall provide notice to the LOCALITY with a specific description of the LOCALITY's breach of this Agreement. Upon receipt of a notice of breach, the LOCALITY will be provided the opportunity to cure such breach or to provide a plan to cure to the satisfaction to the CVTA. If, within sixty (60) days after receipt of the written notice of breach, the LOCALITY has neither cured the breach, nor is diligently pursuing a cure of the breach, then upon receipt by the LOCALITY of a written notice from the CVTA stating that the breach has neither been cured, nor is the LOCALITY diligently pursuing a cure, the CVTA may exercise any remedies it may have under this Agreement or at law or in equity.
11. The LOCALITY and CVTA acknowledge and agree that this Agreement has been prepared jointly by the Parties and shall be construed in accordance with its fair meaning and not strictly for or against any Party.
12. This Agreement, when properly executed, shall be binding upon both Parties, their successors, and assigns.
13. This Agreement may be modified only in writing by mutual agreement of the Parties.

The remainder of this page is BLANK

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the day, month, and year first herein written.

**LOCALITY, VIRGINIA:**

  
\_\_\_\_\_  
Signature

**APPROVED AS TO FORM**  
  
\_\_\_\_\_  
**COUNTY ATTORNEY**

Mr. John Vithoulkas  
Typed or printed name of signatory

County Manager  
Title

3/28/24  
Date

Joyce Cooper  
Signature of Witness

3/28/24  
Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this agreement.

**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY:**

\_\_\_\_\_  
Chair  
Central Virginia  
Transportation Authority

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Date

**Attachments**

- Appendix A
- Appendix B

**APPENDIX A - Locally Administered**

**Project Details**

Locality:	<b>Henrico County</b>
CVTA Project Name:	<b>Brooks Road Improvements - Villa Park Drive to Hilliard Road</b>
CVTA Project Number:	<b>CVTA-0037</b>
UPC Number (If Applicable):	<b>Not Applicable</b>
CVTA Program Coordinator:	<b>Chet Parsons</b>
Local Program Manager:	<b>Todd Eure</b>
Scope of Services:	<b>PE, RW, CN</b>
Allocated Project Funding Amount:	<b>\$10,416,000</b>

**Schedule**

Milestone	Anticipated Date
Project Scoping Meeting	Complete
Survey	Complete
Utility Designation (If Applicable)	Complete
Geotechnical Engineering Report	7/15/2024
Conceptual Design Phase Submittal (If Applicable)	Not Applicable
Approved NEPA Document (If Applicable)	Not Applicable
Preliminary Design Phase Submittal	4/15/2024
Citizen Information Meeting (If Applicable)	Not Applicable
Post Willingness (if Applicable)	Not Applicable
Public Hearing (If Applicable)	9/12/2024
Utility Field Inspection (If Applicable)	8/12/2024
ROW Design Phase Submittal (If Applicable)	11/15/2024
ROW Acquisition	9/20/2025
Relocate Utilities (If Applicable)	2/17/2026
Final Construction Design Phase Submittal	11/30/2025
Draft Invitation for Bid Submittal	3/28/2026
Invitation for Bid Advertisement	4/15/2026
Environmental Permits Obtained (If Applicable)	Not anticipated
Begin Construction	7/15/2026
End Construction	2/1/2028

**STANDARD PROJECT ADMINISTRATION AGREEMENT**  
**CVTA Regionally Funded Projects**

CVTA Project ID	Project Name	UPC	Local Government
CVTA-0040	Woodman Road – Mountain Road to Hungary Road	121403	LOCALITY

THIS AGREEMENT is hereby executed and made effective as of the date of the last (latest) signature set forth below, by and between the LOCALITY, VIRGINIA, hereinafter referred to as the LOCALITY and the Central Virginia Transportation Authority, hereinafter referred to as the CVTA. The CVTA and the LOCALITY are collectively referred to as the “Parties.”

WHEREAS, the LOCALITY has expressed its desire to administer the work described in Appendix A, and such work for each improvement shown in Appendix A is hereinafter referred to as the “Project;” and

WHEREAS, the funds shown in Appendix A have been allocated to finance the Project; and

WHEREAS, the LOCALITY is committed to the development and delivery of the Project in an expeditious manner; and

WHEREAS, the Parties have concurred in the LOCALITY's administration of the Project as shown in Appendix A in accordance with applicable federal, state, and local laws and regulations.

NOW THEREFORE, in consideration of the mutual premises contained herein, the Parties hereto agree as follows:

1. The representations, covenants and recitations set forth in the foregoing recitals are material to this Agreement and are hereby incorporated into and made a part of this Agreement as though they were fully set forth in this Section 1.
2. The LOCALITY shall:
  - a. Be responsible for all activities necessary to complete the noted phase(s) of the Project as shown in Appendix A, as expressly required by federal, state, and local laws and regulations, or as otherwise agreed to, in writing, between the Parties. Every phase of the Project will be designed and constructed to meet or exceed current American Association of State Highway and Transportation Officials standards when the facilities are locally maintained and shall further comply with all supplementary standards established by the Virginia Department of Transportation when the facilities are maintained by the Virginia Department of Transportation.



- b. Maintain accurate and complete records of the Project's development and retain documentation of all expenditures and make such information available for inspection or auditing by the CVTA upon request. Records and documentation for the Project shall be maintained for no less than three (3) years following the CVTA's acceptance of the final voucher on the Project.
  - c. Submit quarterly progress and expenditure reports, and invoices with supporting documentation to the CVTA in the form prescribed by the CVTA. The supporting documentation shall include copies of vendor and contractor invoices paid by the LOCALITY, an up-to-date Project summary and schedule, and a cash flow summary of all payment requests, payments, and adjustments in a form prescribed by the CVTA.
  - d. Requests for reimbursement shall be made within 90 days after any eligible project expenses are incurred by the LOCALITY. Reimbursement for eligible expenditures shall not exceed funds allocated each year for the Project by the CVTA. Additional funds for eligible expenditures for the Project may be requested and shall be approved on case-by case basis, per paragraph 4 below.
  - e. Provide, or have others provide, maintenance of the Project upon completion, unless otherwise agreed to by the Parties. Where the Project results in physical construction, the LOCALITY will continue to operate and maintain the Project, or have others operate and maintain the Project, in accordance with the final constructed design and applicable standards. The LOCALITY agrees that any modification of the approved design features, without the approval of the CVTA or agencies with proper oversight, may, at the discretion of the CVTA, result in restitution either physically or monetarily as determined by the CVTA.
3. The CVTA shall:
- a. Upon receipt of the LOCALITY's invoices pursuant to paragraph 2.c, reimburse the LOCALITY the cost of eligible Project expenses, as described in Appendix A. Such reimbursements shall be payable by the CVTA within 30 days of an acceptable submission by the LOCALITY.
  - b. Audit the LOCALITY's Project records and documentation as may be required to verify LOCALITY compliance with applicable policies, laws, and regulations.
4. Nothing in this Agreement shall obligate the Parties hereto to expend or provide any funds in excess of funds agreed upon in this Agreement or as shall have been included in an annual or other lawful appropriation. CVTA funding is limited to the allocated funding identified in the Appendix A of this Agreement, or other sources of funding allocated to the project by the CVTA and is allocable only upon LOCALITY's compliance with all requirements of this Agreement. In the event the cost of all or part of the Project is anticipated to exceed the allocation shown on Appendix A, the Parties agree to cooperate in seeking additional funding for the Project or to terminate the Project before Project costs exceed the allocated amount. Any requested increase in CVTA funding is subject to CVTA policy and procedures applicable to the funding source and is not guaranteed.



10. Prior to taking any action alleging breach of this Agreement, the CVTA shall provide notice to the LOCALITY with a specific description of the LOCALITY's breach of this Agreement. Upon receipt of a notice of breach, the LOCALITY will be provided the opportunity to cure such breach or to provide a plan to cure to the satisfaction to the CVTA. If, within sixty (60) days after receipt of the written notice of breach, the LOCALITY has neither cured the breach, nor is diligently pursuing a cure of the breach, then upon receipt by the LOCALITY of a written notice from the CVTA stating that the breach has neither been cured, nor is the LOCALITY diligently pursuing a cure, the CVTA may exercise any remedies it may have under this Agreement or at law or in equity.
11. The LOCALITY and CVTA acknowledge and agree that this Agreement has been prepared jointly by the Parties and shall be construed in accordance with its fair meaning and not strictly for or against any Party.
12. This Agreement, when properly executed, shall be binding upon both Parties, their successors, and assigns.
13. This Agreement may be modified only in writing by mutual agreement of the Parties.

The remainder of this page is BLANK

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the day, month, and year first herein written.

**LOCALITY, VIRGINIA:**

  
\_\_\_\_\_  
Signature

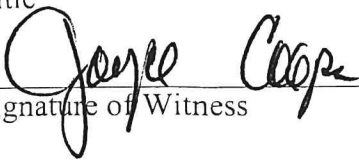
**APPROVED AS TO FORM**

  
\_\_\_\_\_  
**COUNTY ATTORNEY**

Mr. John Vitthoukias  
\_\_\_\_\_  
Typed or printed name of signatory

County Manager  
\_\_\_\_\_  
Title

3/28/24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature of Witness

3/28/24  
\_\_\_\_\_  
Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this agreement.

**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY:**

\_\_\_\_\_  
Chair  
Central Virginia  
Transportation Authority  
Date

\_\_\_\_\_  
Signature of Witness  
Date

- Attachments**  
Appendix A  
Appendix B

**APPENDIX A - Locally Administered**

**Project Details**

Locality:	<b>Henrico County</b>
CVTA Project Name:	<b>Woodman Road Improvements - Mountain Road To Hungary Road</b>
CVTA Project Number:	<b>CVTA-0040</b>
UPC Number (If Applicable):	<b>121403</b>
CVTA Program Coordinator:	<b>Chet Parsons</b>
Local Program Manager:	<b>Todd Eure</b>
Scope of Services:	<b>RW,CN</b>
Allocated Project Funding Amount:	<b>\$27,848,000</b>

**Schedule**

Milestone	Anticipated Date
Project Scoping Meeting	3/1/24
Survey	Complete
Utility Designation (If Applicable)	Complete
Geotechnical Engineering Report	5/10/25
Conceptual Design Phase Submittal (If Applicable)	12/21/23
Approved NEPA Document (If Applicable)	Not Applicable
Preliminary Design Phase Submittal	8/1/24
Citizen Information Meeting (If Applicable)	Not Applicable
Post Willingness (if Applicable)	Not Applicable
Public Hearing (If Applicable)	11/1/24
Utility Field Inspection (If Applicable)	4/1/25
ROW Design Phase Submittal (If Applicable)	4/12/26
ROW Acquisition	11/8/27
Relocate Utilities (If Applicable)	4/20/28
Final Construction Design Phase Submittal	1/4/28
Draft Invitation for Bid Submittal	3/2/28
Invitation for Bid Advertisement	3/30/28
Environmental Permits Obtained (If Applicable)	12/31/27
Begin Construction	5/8/28
End Construction	5/8/30



## CVTA FY25 PROPOSED MEETING SCHEDULE

MEETING DATE	TIME	LOCATION
Friday, July 12, 2024	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
August - no meeting		
Friday, September 27, 2024	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
Friday, October 25, 2024	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
November - no meeting		
Friday, December 6, 2024 (note: tentative; may be moved for Joint Annual Meeting or End of Year Breakfast)	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
Friday, January 31, 2025	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
Friday, February 28, 2025	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
Friday, March 28, 2025	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
Friday, April 25, 2025	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
May - no meeting		
June 6, 2025 (note: tentative, depending on Joint Annual Meeting scheduling)	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224

## CVTA FINANCE COMMITTEE FY25 PROPOSED MEETING SCHEDULE

MEETING DATE (all are on Wednesdays)	TIME	LOCATION
July 10, 2024	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
August 14, 2024	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
September 11, 2024	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
October 9, 2024	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
November 13, 2024	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
December 11, 2024	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
January 8, 2025	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
February 12, 2025	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
March 12, 2025	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
April 9, 2025	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
May 14, 2025	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224
June 11, 2025	9:00 a.m.	PlanRVA James River Boardroom 424 Hull Street, Suite 300, Richmond, VA 23224

## CVTA TECHNICAL ADVISORY COMMITTEE (TAC) FY24 PROPOSED MEETING SCHEDULE

MEETING DATE (all are on Mondays)	TIME	LOCATION
July 8, 2024	1:00 p.m.	Virtual, via Zoom*
August 12, 2024	1:00 p.m.	Virtual, via Zoom*
September 9, 2024	1:00 p.m.	Virtual, via Zoom*
October 7, 2024 (one week early due to Columbus Day)	1:00 p.m.	Virtual, via Zoom*
November 4, 2024 (one week early due to Veterans Day)	1:00 p.m.	Virtual, via Zoom*
December 9, 2024	1:00 p.m.	Virtual, via Zoom*
January 13, 2025	1:00 p.m.	Virtual, via Zoom*
February 10, 2025	1:00 p.m.	Virtual, via Zoom*
March 10, 2025	1:00 p.m.	Virtual, via Zoom*
April 14, 2025	1:00 p.m.	Virtual, via Zoom*
May 12, 2025	1:00 p.m.	Virtual, via Zoom*
June 9, 2025	1:00 p.m.	Virtual, via Zoom*

\*subject to change if current virtual meeting participation guidelines change.

## CVTA FALL LINE WORKING GROUP FY24 PROPOSED MEETING SCHEDULE

MEETING DATE (all are on Wednesdays)	TIME	LOCATION
July 10, 2024 (one week later due to Independence Day)	9:00 a.m.	Virtual, via Zoom*
August 7, 2024	9:00 a.m.	Virtual, via Zoom*
September 4, 2024	9:00 a.m.	Virtual, via Zoom*
October 2, 2024	9:00 a.m.	Virtual, via Zoom*
November 6, 2024	9:00 a.m.	Virtual, via Zoom*
December 4, 2024	9:00 a.m.	Virtual, via Zoom*
January 8, 2025 (one week later due to New Years Day)	9:00 a.m.	Virtual, via Zoom*
February 5, 2025	9:00 a.m.	Virtual, via Zoom*
March 5, 2025	9:00 a.m.	Virtual, via Zoom*
April 2, 2025	9:00 a.m.	Virtual, via Zoom*
May 7, 2025	9:00 a.m.	Virtual, via Zoom*
June 4, 2025	9:00 a.m.	Virtual, via Zoom*

\*subject to change if current virtual meeting participation guidelines change.

## Members

Town of Ashland

Charles City  
County

Chesterfield  
County

Goochland  
County

Hanover County

Henrico County

New Kent  
County

Powhatan  
County

City of  
Richmond

VA House of  
Delegates

Senate of VA

Commonwealth  
Transportation  
Board

VDRPT  
VDOT  
GRTC  
RMTA

Port of Virginia

Governor Glenn Youngkin  
P.O. Box 1475  
Richmond, VA 23218

April 26, 2024

Dear Governor Youngkin,

The Central Virginia Transportation Authority (CVTA) was formed in the summer of 2020 and in the span of four short years has made three major regional commitments of transportation funds.

The CVTA is committed to collaborative decision-making related to allocation of the 35% regional funds under its purview. Following the guidance set forth in the Virginia State Code, projects are scored according to an objective and quantifiable analysis and these projects have been prioritized for the region and eligible for regional revenue funding. We continue to be excited about the region being able to leverage regional dollars to improve our competitiveness and ability to raise the quality of life for our citizens.

To date, the CVTA has been able to achieve the following milestones:

- Distributed \$340.4 million back to our nine member jurisdictions for local transportation needs.
- Distributed \$102.1 million to GRTC to fund regional public transportation.
- Retained \$238.3 million for competitive application serving priority regional transportation projects. Through three rounds of funding, we have been able to support 64 regionally-significant projects serving our region, including the completion of the I-64 Gap in New Kent County.

The impact of these projects will be felt for generations and we greatly appreciate the support you and your office have given to the Authority and its continued quest for transportation funding. **I would like to personally invite you and Secretary Miller to attend an upcoming meeting of the CVTA to address the members regarding transportation and our opportunity to make central Virginia successful.**

Thank you very much for the opportunity to provide this update on the CVTA. Please have your staff coordinate the schedule through Chet Parsons, CVTA Executive Director, at 804-924-7039 or [chet@cvtava.org](mailto:chet@cvtava.org).

Sincerely,

Levar Stoney  
Mayor, City of Richmond  
Chair, Central Virginia Transportation Authority



**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY**  
**Tax Collections and Allocations**  
**For the Fiscal Year Ended June 30, 2024**

	June Tax Activity 09/30/23	July Tax Activity 10/31/23	August Tax Activity 11/30/23	September Tax Activity 12/31/23	October Tax Activity 01/31/24	November Tax Activity 02/29/24	December Tax Activity 03/31/24	YTD	LTD
<b>Local Distribution Fund</b>									
Receipt of Taxes:									
Sales and Use Tax	\$ 13,837,841	\$ 14,286,440	\$ 13,761,213	\$ 13,474,547	\$ 13,902,477	\$ 15,478,075	\$ 11,873,394	\$ 96,613,987	\$ 507,064,283
Local Fuels Tax	3,842,244	4,369,570	4,550,281	5,197,880	4,486,802	4,231,148	5,381,251	32,059,176	175,840,299
Total Receipt of Taxes	<u>17,680,085</u>	<u>18,656,010</u>	<u>18,311,494</u>	<u>18,672,427</u>	<u>18,389,279</u>	<u>19,709,223</u>	<u>17,254,645</u>	<u>128,673,164</u>	<u>682,904,582</u>
Cash Outflows & Transfers:									
Transfers:									
Operating Fund	325,048	-	-	-	-	-	-	325,048	2,019,768
Regional Fund	6,074,263	6,442,722	6,450,584	6,580,670	6,436,248	6,898,228	6,039,126	44,921,840	238,309,685
Payments to GRTC	2,603,256	2,798,402	2,746,724	2,800,864	2,758,392	2,956,383	2,588,197	19,252,217	102,132,722
Total transfers	<u>9,002,567</u>	<u>9,241,124</u>	<u>9,197,308</u>	<u>9,381,534</u>	<u>9,194,640</u>	<u>9,854,611</u>	<u>8,627,322</u>	<u>64,499,106</u>	<u>342,462,175</u>
Local Distributions:									
Ashland	28,669	34,903	30,933	35,497	33,312	34,764	29,833	227,910	1,151,197
Charles City	39,251	-	-	22,696	46,691	51,433	40,817	200,888	1,972,938
Chesterfield	2,582,822	2,716,292	2,674,022	2,709,791	2,691,537	2,860,908	2,631,447	18,866,820	98,070,862
Goochland	203,589	205,763	263,704	259,466	229,874	247,323	202,930	1,612,648	8,507,710
Hanover	1,223,007	1,341,443	1,193,624	1,358,534	1,291,206	1,346,945	1,141,201	8,895,961	47,171,132
Henrico	2,775,521	3,002,053	2,843,311	2,813,901	2,937,878	3,206,706	2,673,025	20,252,394	108,903,772
New Kent	153,946	219,171	232,394	251,885	180,673	208,777	189,729	1,436,576	8,021,457
Powhatan	195,798	223,703	209,877	226,538	217,450	216,679	197,638	1,487,683	7,624,159
Richmond	1,474,916	1,671,559	1,666,322	1,612,584	1,566,018	1,681,077	1,520,702	11,193,178	59,019,181
Total local distributions	<u>8,677,519</u>	<u>9,414,887</u>	<u>9,114,187</u>	<u>9,290,893</u>	<u>9,194,640</u>	<u>9,854,611</u>	<u>8,627,322</u>	<u>64,174,058</u>	<u>340,442,408</u>
Local Distribution Fund ending balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (0)</u>
<b>Operating Fund</b>									
Beginning balance, July 1, 2023								\$ 678,669	
Transfer from Local Distribution Fund	\$ 325,048	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	325,048	
Prior year accounts payable	-	-	-	-	-	-	-	-	
Payment of operating costs	-	-	-	(144,461)	-	(184,017)	(175,564)	(504,042)	
Interest income	2,630	3,772	4,102	3,639	3,634	2,620	2,451	22,848	
Operating Fund ending balance	<u>\$ 327,678</u>	<u>\$ 3,772</u>	<u>\$ 4,102</u>	<u>\$ (140,822)</u>	<u>\$ 3,634</u>	<u>\$ (181,397)</u>	<u>\$ (173,113)</u>	<u>\$ 522,523</u>	
<b>Regional Fund</b>									
Beginning balance, July 1, 2023								\$ 198,993,043	
Transfer from Local Distribution Fund	\$ 6,074,263	\$ 6,442,722	\$ 6,450,584	\$ 6,580,670	\$ 6,436,248	\$ 6,898,228	\$ 6,039,126	44,921,840	
Payment for regional projects	(234,759)	-	(219,126)	(79,657)	(38,698)	(264,855)	(21,182)	(858,276)	
Interest income	582,074	632,530	646,572	2,335,844	2,104,915	1,197,867	968,049	8,467,851	
Receivable Due from Locality	-	86,881	(41,561)	(45,321)	-	-	-	0	
Regional Fund ending balance	<u>\$ 6,421,578</u>	<u>\$ 7,162,133</u>	<u>\$ 6,836,469</u>	<u>\$ 8,791,536</u>	<u>\$ 8,502,465</u>	<u>\$ 7,831,241</u>	<u>\$ 6,985,993</u>	<u>\$ 251,524,458</u>	

Notes:

\* Activity month is reported. CVTA receives funds three months after the activity month.



# MONTHLY INVESTMENT REPORT

REBECCA R. LONGNAKER, CPA, MGT  
 INVESTMENT OFFICER  
 424 Hull Street, Suite 300  
 Richmond, VA 23224  
 Office: 804-748-1201  
 Email: longnakerr@chesterfield.gov  
 www.chesterfield.gov/treasurer

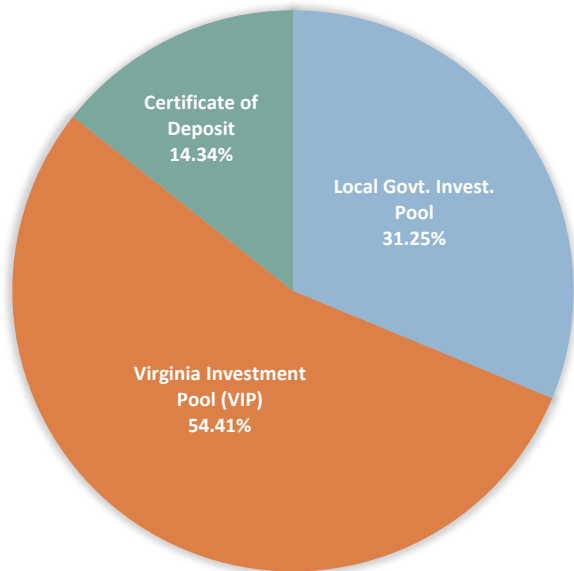
## FEBRUARY 2024

This investment report for February 2024 is presented in accordance with the Investment Policy of the Treasurer of Chesterfield County, Virginia. The objective of the policy is to obtain the highest possible yield on available financial assets, consistent with constraints imposed by safety objectives, cash flow considerations and the laws of the Commonwealth of Virginia that restrict the placement of public funds. All investments held are in compliance with this policy.

### Investments at a glance (as of 2/29/2024)

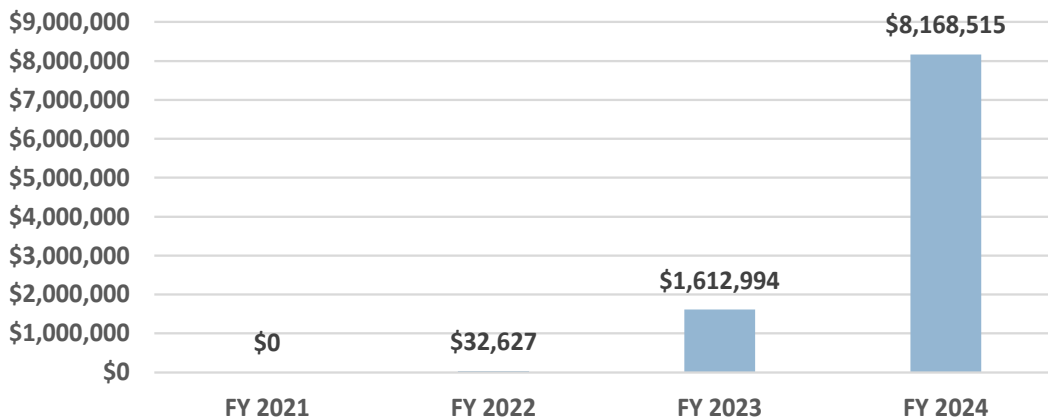
Total Book Value	\$244,134,101.33
Average Days to Maturity	35
Yield to Maturity 365 Day Equivalent	5.34%

## Investment Type Allocation



Portfolio Mix	Balance
Local Govt. Invest. Pool (LGIP)	\$76,297,364.46
Virginia Investment Pool (VIP)	\$132,825,486.87
Federal Agency Discount	\$0.00
Federal Agency Coupon	\$0.00
Corporate Bond	\$0.00
Commercial Paper	\$0.00
Certificate of Deposit	\$35,011,250.00
US Treasury Discount	\$0.00
<b>Total</b>	<b>\$244,134,101.33</b>

## Cumulative Interest Earnings FY2024



Interest earnings through February 2024 reflect the highest yields since inception. Short term yields continue to remain high to combat inflation. Cash flow projections provided by the financial advisory committee will determine how long maturities may be invested.

# Benchmark Comparisons

The 91-Day Treasury Bill, 6-Month Treasury Bill and the Virginia Treasury Prime Liquidity are used as benchmarks for Central Virginia Transportation Authority's (CVTA) portfolio performance. The portfolio outperformed all of the yield benchmarks and two out of three of the year over year benchmarks for the month of February. High inflation continues to keep short term yields high.

YIELD BENCHMARKING			
	CURRENT YIELD	YEAR AGO	YoY CHANGE
Portfolio	5.54%	4.57%	0.96% pts
91-day T-Bill	5.44%	4.79%	0.65% pts
6-month T-Bill	5.28%	4.97%	0.31% pts
Va. Treas. Prime Liq.	4.82%	3.85%	0.97% pts

## Compliance Report

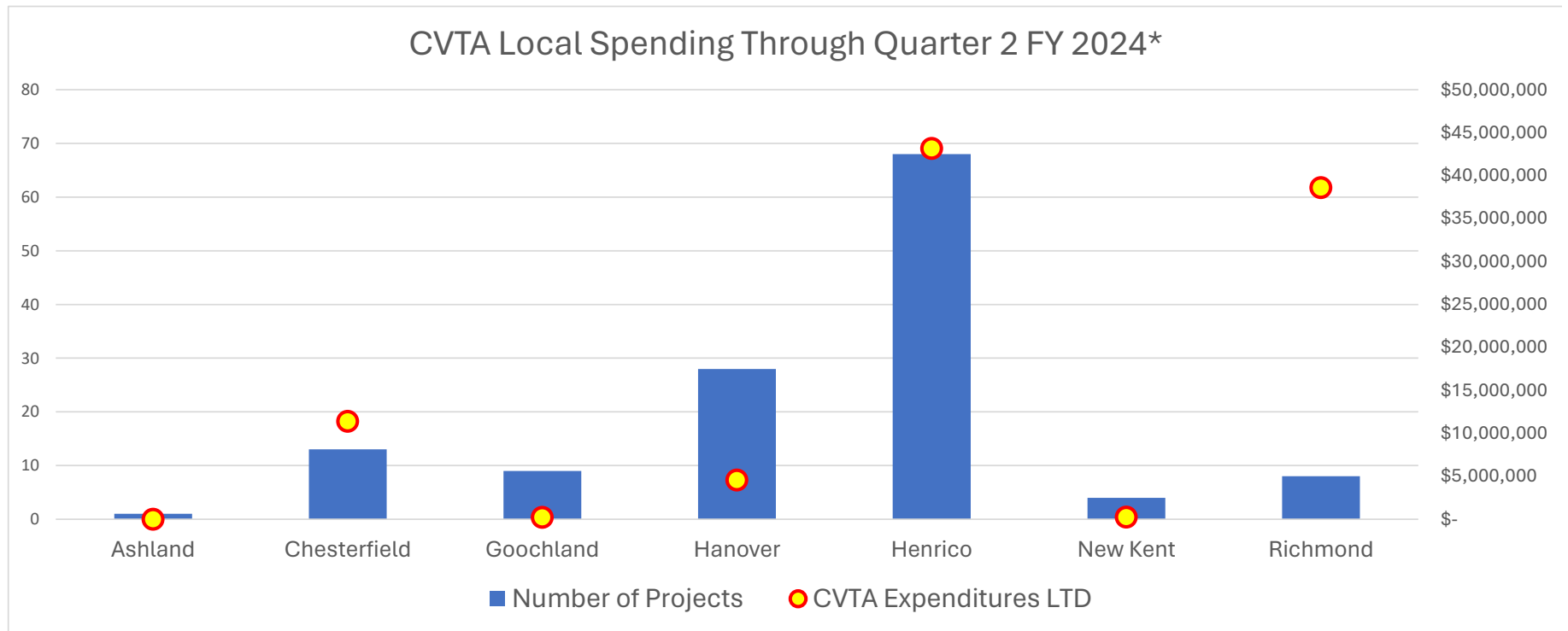
The Treasurer's Investment Policy specifies limits on categories of investments to obtain diversification and avoid incurring unreasonable risk inherent in over-investing in specific instruments. CVTA's Investment Portfolio is in compliance with the Treasurer's Investment Policy.

Investment Category	Code of Virginia			Treasurer's Investment Policy			February Actual %
	Maximum Maturity	Authorized % Limit	Rating Requirement	Maximum Maturity	Authorized % Limit	Rating Requirement	
Local Government Investment Pool (LGIP)	N/A	100%	N/A	N/A	100%	N/A	31.25%
Virginia Investment Pool Trust Fund (VIP)	N/A	100%	N/A	N/A	100%	N/A	54.41%
Federal Agency Discount	No Limit	100%	N/A	5 Years	100%	N/A	0.00%
Federal Agency Coupon	No Limit	100%	N/A	5 Years	100%	N/A	0.00%
Corporate Bonds	5 Years	100%	AA/Aa	5 Years	100%	AA/Aa	0.00%
Commercial Paper	270 Days	35%	A1/P1/F1/D1	270 Days	35%	A1/P1/F1/D1	0.00%
Certificate of Deposit	5 Years	100%	A1/P1/AA/Aa	5 Years	100%	A1/P1/AA/Aa	14.34%
U.S. Treasury Discount	No Limit	100%	N/A	5 Years	100%	N/A	0.00%

## Understanding Key Investment Terms

<b>Local Government Investment Pool (LGIP)</b>	A State-administered fund that enables governmental entities to realize the economies of large-scale investing and professional funds management.
<b>Virginia Investment Pool Trust Fund (VIP)</b>	A fund, administered by the Virginia Municipal League (VML) and Virginia Association of Counties (VACo), that provides political subdivisions of the Commonwealth of Virginia the ability to pool their funds and invest under the direction and daily supervision of a professional fund manager.
<b>Federal Agency Discount</b>	Fixed income government agency obligations priced below par and maturing in more than one year.
<b>Federal Agency Coupon</b>	Fixed income government agency obligations with a stated interest rate and maturing in more than one year.
<b>Corporate Bonds</b>	Corporate Bonds are debt securities issued by publicly-held corporations to raise money for expansion or other business needs with a rating from at least two agencies of Aa by Moody's Investor Service, Inc., AA by Standard and Poors, Inc. or AA by Fitch, and a maturity of no more than five years.
<b>Commercial Paper</b>	"Prime Quality" paper with a maturity of 270 days or less and rated at least prime 1, A-1, or F-1 by the major credit rating agencies.
<b>Certificate of Deposit</b>	Negotiable certificates of deposits of domestic banks and domestic offices of foreign banks with a rating of at least A-1 or P-1 for maturities one year or less, and AA or Aa for maturities over one year and not exceeding five years.
<b>U.S. Treasury Discount</b>	Fixed income government securities priced below par and maturing in less than one year.

Jurisdiction	Number of Projects	Previous CVTA Expenditures	Expenditures					CVTA Expenditures LTD
			FY24	Q1 FY24	Q2 FY24	Q3 FY24	Q4 FY24	
Ashland	1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chesterfield	13	\$ 10,943,682	\$ 434,281	\$ 38,480	\$ 317,982	\$ 77,819	\$ -	\$ 11,377,963
Goochland	9	\$ -	\$ 217,134	\$ 34,000	\$ 168,307	\$ 14,827	\$ -	\$ 217,134
Hanover	28	\$ 4,005,150	\$ 557,713	\$ 406,368	\$ 151,344	\$ -	\$ -	\$ 4,562,863
Henrico	68	\$ 17,189,975	\$ 25,966,788	\$ 8,915,729	\$ 8,735,341	\$ 8,315,717	\$ -	\$ 43,156,763
New Kent	4	\$ 75,224	\$ 163,768	\$ 43,391	\$ 57,706	\$ 62,671	\$ -	\$ 238,992
Richmond	8	\$ 32,519,998	\$ 6,059,298	\$ 4,179,182	\$ 1,880,116	\$ -	\$ -	\$ 38,579,296



\* Includes reported spending through third quarter for Chesterfield, Goochland, Henrico, and New Kent Counties

**CVTA Quarterly Expenditures**

4/17/2024

Jurisdiction	UPC or other	Project Name	Project Detail	Funding Source	CVTA Appropriation	Previous CVTA Expenditures					CVTA Expenditures LTD	
						Expenditures	FY24	Q1 FY24	Q2 FY24	Q3 FY24		Q4 FY24
Ashland	NA	Fairground Rd/Maidens Rd Roundabout	Single lane roundabout	Multiple	\$ 2,000,000		\$ -					\$ -
Chesterfield	11187C1	Unallocated	Unallocated funds	Multiple	\$ 3,081,458		\$ -					\$ -
Chesterfield	11817C1	Nash Road	Nash Road extended	Multiple	\$ 10,000,000	\$ 296,877	\$ -					\$ 296,877
Chesterfield	11831C2	Woolridge Road	Woolridge Road extended	Multiple	\$ 6,916,000	\$ 358,052	\$ -					\$ 358,052
Chesterfield	11891C1	Otterdale Widening		Multiple	\$ 5,927,464	\$ 5,927,464	\$ -					\$ 5,927,464
Chesterfield	11948C1	Otterdale Drainage		Multiple	\$ 1,400,000		\$ -					\$ -
Chesterfield	11960C1	Woolridge Road	Woolridge Road (Watermill to Genito) widening	CVTA	\$ 12,450,000	\$ 1,023,185	\$ 345,683	\$ 38,480	\$ 270,628	\$ 36,575		\$ 1,368,868
Chesterfield	11963C1	Powwhite Parkway Extension	Powwhite Parkway Extension - Phase 1	CVTA	\$ 43,099,735	\$ 1,892,955	\$ 35,284		\$ 24,581	\$ 10,703		\$ 1,928,239
Chesterfield	11964C1	Centralia Road/Old Wrexham Road	Centralia Road/Old Wrexham Road roundabout	CVTA	\$ 5,000,000	\$ 214,283	\$ 10,767		\$ 5,995	\$ 4,772		\$ 225,050
Chesterfield	11965C1	Route 10	Route 10 (Rt 288 to Courthouse) weave study	CVTA	\$ 450,000	\$ 399,405	\$ 11,737		\$ 11,737			\$ 411,142
Chesterfield	11965C2	Route 10	Route 10 (Rt 288 to Courthouse) weave mitigation	CVTA	\$ 10,813,500		\$ 14,839			\$ 14,839		\$ 14,839
Chesterfield	11966C1	I-95/Willis Road Interchange	I-95/Willis Road Interchange - PE only	CVTA	\$ 2,000,000	\$ 831,461	\$ 7,041		\$ 5,041	\$ 2,000		\$ 838,502
Chesterfield	12037C1	360 at Turner Rd Ped Improvement		CVTA	\$ 2,400,000		\$ 3,404			\$ 3,404		\$ 3,404
Chesterfield	12062C1	Route 60 Village Enhancement		CVTA	\$ 4,000,000		\$ 5,526			\$ 5,526		\$ 5,526
Goochland	NA	CVTA Application Assistance	Preparation of applications for CVTA Regional funds	CVTA	\$ 34,000		\$ 34,000	\$ 34,000				\$ 34,000
Goochland	NA	Smart Scale Application Assistance	Preparation of applications for Smart Scale Round 6	CVTA	\$ 167,557		\$ 167,557		\$ 167,557			\$ 167,557
Goochland	NA	BLA for Fairground Rd Extension	Boundary Line Adjustment Plat for fee simple R/W	CVTA	\$ 2,000		\$ 1,110		\$ 750	\$ 360		\$ 1,110
Goochland	NA	Bridge Replacement Analysis	Conceptual review of bridge replacement	CVTA	\$ 36,000		\$ -					\$ -
Goochland	NA	Rockville Rd Concepts	Concepts for a road realignment	CVTA	\$ 11,285		\$ 1,847			\$ 1,847		\$ 1,847
Goochland	NA	Smart Scale Application Assistance	Preparation of 1 additional application for Smart Scale Round 6	CVTA	\$ 4,000		\$ -					\$ -
Goochland	NA	Rte 522 Crosswalk Study	Midblock Crosswalk Study for access to Farmer's Market	CVTA	\$ 19,293		\$ 12,620			\$ 12,620		\$ 12,620
Goochland	NA	Bulldog Way Improvements	Road improvements associated with new Elementary School	Multiple	\$ 2,000,000		\$ -					\$ -
Goochland	123290	Oilville Rd/I-64 Interchange	Single lane roundabout at I-64 off ramp to Rte 617	Multiple	\$ 662,957		\$ -					\$ -
Hanover	13551	Rt. 360 / Lee Davis Rd	Widen Rt. 360 from 4 to 8 lanes btwn Wynbrook Ln and Sujen Ct	Multiple	\$ 7,800,000	\$ 9,157	\$ 68,334	\$ 51,427	\$ 16,907			\$ 77,491
Hanover	NA	Rt. 301	Convert SB shoulder to thru/right turn lane btwn Atlee Rd & Atlee Station Rd	CVTA	\$ 5,000,000	\$ 149,536	\$ 2,690	\$ 2,018	\$ 673			\$ 152,226
Hanover	NA	Rt. 1 / Rt. 30	Add signal and turn lanes	CVTA	\$ 1,465,570	\$ 220,767	\$ 50,879	\$ 22,938	\$ 27,941			\$ 271,646
Hanover	NA	Lewistown Rd / Ashcake Rd	Convert stop-controlled intersection to a roundabout	CVTA	\$ 6,785,000	\$ 513,381	\$ 113,208	\$ 75,652	\$ 37,557			\$ 626,589
Hanover	NA	Rt. 360 / Cold Harbor Rd / Atlee Rd	Convert signalized intersection to a roundabout	CVTA	\$ 5,660,000	\$ 282,444	\$ 108,203	\$ 92,385	\$ 15,819			\$ 390,647
Hanover	109260	Pole Green Rd	Widen from 2-4 lanes btwn Bell Creek Rd & Rural Point Rd	Multiple	\$ 22,140,000	\$ -	\$ -	\$ -				\$ -
Hanover	121732	Creighton Rd-Pkwy / Walnut Grove Rd	Convert "T" intersections to a "dogbone" roundabout	CVTA	\$ 2,855,000	\$ 117,166	\$ 201,202	\$ 148,999	\$ 52,203			\$ 318,368
Hanover	115195	Atlee Station Rd (Ph. 2)	Widen from 2-4 lanes btwn Warren Ave. & Kings Charter Dr.	Multiple	\$ 5,000,000	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Greenwood Church Rd/Blanton Rd/Ashland Rd/Ashcake Rd	Convert stop-controlled intersection to a roundabout	CVTA	\$ 7,499,000	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Rt. 54 / Goddins Hill Rd	Construct left turn lane from WB Rt. 54 to SB Goddins Hill Rd	Multiple	\$ 5,052,000	\$ -	\$ -	\$ -				\$ -
Hanover	121401	Atlee Station Rd (Ph. 3)	Widen from 2-4 lanes btwn Kings Charter Dr & Sliding Hill Rd	Multiple	\$ 24,795,770	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Creighton Rd	Construct left turn lanes at Tammy Ln and Sledds Lake Rd	CVTA	\$ 4,217,000	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Atlee Rd / Mechanicsville Elementary School	Construct left turn lanes at Mechanicsville Elementary School	CVTA	\$ 1,822,000	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Meadowbridge Rd / Atlee Rd	Intersection improvement	CVTA	\$ 15,000,000	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Pouncey Tract Rd / Ashland Rd	Intersection improvement	CVTA	\$ 10,000,000	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Route 360 / Walnut Grove Rd	Intersection improvement	CVTA	\$ 10,000,000	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Route 33 (Phase 1)	Widen to 4-lanes	CVTA	\$ 35,000,000	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Project Development	Traffic studies including corridor studies, conceptual plans, cost estimates, traffic operations and safety analysis to support project development and grant applications	CVTA	\$ 450,000	\$ -	\$ -	\$ -				\$ -
Hanover	120331	Trench Widen & Paving Rehab (Various Routes)	Rehabilitate/resurface rural secondary roads (specific routes to be reviewed/selected in conjunction w/VDOT)	CVTA	\$ 42,000,000	\$ 2,677,158	\$ -	\$ -				\$ 2,677,158
Hanover	NA	Bike/Ped. Improvements	TA grant matching funds for countywide bike/ped. improvements	CVTA	\$ 1,046,000	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Paper Steets - Paving & Maintenance	Paving and limited maintence of private "paper" streets	CVTA	\$ 150,000	\$ 24,662	\$ -	\$ -				\$ 24,662

**CVTA Quarterly Expenditures**

4/17/2024

Jurisdiction	UPC or other	Project Name	Project Detail	Funding Source	CVTA Appropriation	Previous CVTA Expenditures	Expenditures FY24				CVTA Expenditures LTD	
							Q1 FY24	Q2 FY24	Q3 FY24	Q4 FY24		
Hanover	NA	Economic Development Road Improvements	Construct various improvements to support economic development (projects to be selected by the Board of Supervisors)	CVTA	\$ 12,000,000	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Railroad X-ing Safety Improvements	Local match for federal grants	Multiple	\$ 100,000	\$ -	\$ -	\$ -				\$ -
Hanover	NA	Vaughan Rd Overpass & Extension	Local match for federal grants	Multiple	\$ 1,000,000	\$ -	\$ -	\$ -				\$ -
Hanover	121413	Cool Spring Elementary School Ped. Imprv.	Ped. improvments	Multiple	\$ 51,000	\$ 8,542	\$ 4,148	\$ 3,902	\$ 245			\$ 12,689
Hanover	NA	Rt. 301 & Hanover Courthouse TAP Application	Conceptual plan and estimate for TAP grant application	CVTA	\$ 7,860	\$ -	\$ 7,860	\$ 7,860				\$ 7,860
Hanover	NA	Rt. 1 /Old Ridge Rd Traffic Signal Warrant Analysis	Traffic signal warrant analysis	CVTA	\$ 3,959	\$ 2,339	\$ 1,188	\$ 1,188				\$ 3,527
Hanover	NA	Engineering Support FTE	New position to support the development of road projects	CVTA	\$ 1,000,000	\$ -	\$ -	\$ -				\$ -
Henrico	09487	Airport Drive Sidewalk (2)		CVTA	Grouped	\$ 20,363	\$ 110,528	\$ 91,192	\$ 9,382	\$ 9,954		\$ 130,891
Henrico	08757	Bethlehem Road Improvements		CVTA	\$ 4,750,000	\$ 77,144	\$ 190,384	\$ 9,980	\$ 56,042	\$ 124,363		\$ 267,528
Henrico	08924	Bremo Road Sidewalk (2)		CVTA	Grouped	\$ 465,031	\$ 10,640	\$ 4,560	\$ 4,560	\$ 1,520		\$ 475,671
Henrico	08830	Brooks Road Improvements (2)		CVTA	Grouped		\$ 105,574	\$ 43,151	\$ 51,329	\$ 11,094		\$ 105,574
Henrico	01047	Causeway Dr Sidewalk		CVTA	\$ 120,000	\$ 200,101	\$ -					\$ 200,101
Henrico	09102	Church Rd Safety & Mobility Improvements		CVTA	\$ 2,000,000	\$ (28,945)	\$ -					\$ (28,945)
Henrico	08893	Church Road Sidewalks (2)		CVTA	Grouped		\$ 305,690	\$ 303,926	\$ 1,764			\$ 305,690
Henrico	09032	Construction Engineer Inspection Services		CVTA	\$ 4,190,000	\$ 549,892	\$ 181,533	\$ 57,027	\$ 46,107	\$ 78,399		\$ 731,425
Henrico	06837	Countywide Pedestrian Improvements		CVTA	\$ 15,655,300	\$ 904,755	\$ 148,642	\$ 58,768	\$ 48,643	\$ 41,231		\$ 1,053,397
Henrico	09389	Countywide Pedestrian Intersection Improvements		CVTA	Grouped		\$ -					\$ -
Henrico	09055	Countywide Safety Improvements		CVTA	\$ 2,250,000	\$ 879,657	\$ 1,946,575	\$ 434,215	\$ 605,368	\$ 906,991		\$ 2,826,232
Henrico	09054	Countywide Structural Calming Improvements		CVTA	\$ 2,250,000	\$ 815,657	\$ 1,818,775	\$ 826,976	\$ 769,035	\$ 222,764		\$ 2,634,432
Henrico	00985	Creighton Road Improvements		CVTA	\$ 4,650,891		\$ 6,732,252	\$ 2,949,570	\$ 1,146,091	\$ 2,636,590		\$ 6,732,252
Henrico	9602	Crosswalk Route 5 at First Colonial Parkway (2)		CVTA	Grouped		\$ 10,828			\$ 10,828		\$ 10,828
Henrico	09036	Darbytown Rd/Turner Rd Modular Roundabout		CVTA	\$ 500,000		\$ 538,393		\$ 434,766	\$ 103,627		\$ 538,393
Henrico	9597	Darbytown Rd Pedestrian Improvements		CVTA	Grouped		\$ 118,608		\$ 639	\$ 117,969		\$ 118,608
Henrico	09489	Doran Roundabout(2)		CVTA	Grouped	\$ 27,918	\$ 95,949	\$ 85,879		\$ 10,070		\$ 123,867
Henrico	08481	East Laburnum Sidewalk(2)		CVTA	Grouped		\$ 142,828	\$ 78,082	\$ 26,715	\$ 38,031		\$ 142,828
Henrico	9526	East Laburnum Ave Pedestrian Improvements		CVTA	Grouped		\$ 58,728		\$ 4,225	\$ 54,502		\$ 58,728
Henrico	09450	Eastridge Road Sidewalk (2)		CVTA	Grouped	\$ 11,517	\$ 19,318		\$ 19,318			\$ 30,835
Henrico	09015	Fall Line Trail		CVTA	\$ 7,630,000	\$ 2,319,818	\$ 1,329,002	\$ 402,123	\$ 651,704	\$ 275,174		\$ 3,648,820
Henrico	09501	Forest Avenue Pedestrian Improvements (2)		CVTA	Grouped		\$ 22,757	\$ 11,510	\$ 8,697	\$ 2,551		\$ 22,757
Henrico	08997	Four Mile Creek (Restrooms)		CVTA	\$ 314,700	\$ 414,646	\$ -					\$ 414,646
Henrico	08784	Gaskins Rd/Quicoccasin Rd		CVTA	\$ 200,000		\$ -					\$ -
Henrico	08824	Gaskins Road Sidewalk		CVTA	\$ 200,000		\$ -					\$ -
Henrico	08366	Gay Avenue Sidewalk		CVTA	\$ 1,210,000	\$ 190,639	\$ -					\$ 190,639
Henrico	09460	Glen Allen HS Intersection Improvements (2)		CVTA	Grouped	\$ 22,300	\$ 38,103		\$ 9,217	\$ 28,885		\$ 60,403
Henrico	08996	Glover Park Access Road		CVTA	\$ 3,680,000	\$ 142,708	\$ 106,999	\$ 87,538	\$ 8,986	\$ 10,476		\$ 249,707
Henrico	09570	Greenwood Glen and Magnolia Ridge Connector Trail (2)		CVTA	Grouped		\$ 52,471	\$ 727	\$ 4,057	\$ 47,688		\$ 52,471
Henrico	06633	Greenwood Road Improvements		CVTA	\$ 1,325,000	\$ 256,329	\$ 76,516	\$ 52,940	\$ 17,510	\$ 6,066		\$ 332,845
Henrico	09439	GRTC Bus Stop Improvements (2)		CVTA	Grouped	\$ (11,725)	\$ 21,470		\$ 21,470			\$ 9,745
Henrico	09034	Horsepen Rd/Glenside Drive		CVTA	\$ 590,000	\$ 1,163,108	\$ 70,481	\$ 70,481				\$ 1,233,589
Henrico	09227	Kingsridge Parkway Pedestrian Improvements		CVTA	\$ 700,000		\$ 94,679	\$ 216	\$ 51,668	\$ 42,795		\$ 94,679
Henrico	09440	Liesfeld Farm Drive (2)		CVTA	Grouped	\$ 100,979	\$ 268,101	\$ 51,327	\$ 109,568	\$ 107,205		\$ 369,080
Henrico	08164	Magellan Parkway		CVTA	\$ 16,010,000	\$ 810,678	\$ 1,098,305	\$ 547,584	\$ 157,619	\$ 393,102		\$ 1,908,983



**CVTA Quarterly Expenditures**

4/17/2024

Jurisdiction	UPC or other	Project Name	Project Detail	Funding Source	CVTA Appropriation	Previous CVTA Expenditures	Expenditures FY24				CVTA Expenditures LTD	
							Q1 FY24	Q2 FY24	Q3 FY24	Q4 FY24		
Henrico	09388	Maude Trevette Elementary Sidewalk (2)		CVTA	Grouped	\$ 48,693	\$ 22,789	\$ 1,661	\$ 18,706	\$ 2,422		\$ 71,482
Henrico	09500	Mayland Safety Improvements (2)		CVTA	Grouped		\$ 4,352		\$ 4,352			\$ 4,352
Henrico	09106	Messer Road Trail		CVTA	\$ 400,000	\$ 58,951	\$ 109,361	\$ 33,855	\$ 73,614	\$ 1,892		\$ 168,312
Henrico	09287/09267	Mill Road Improvements		CVTA	\$ 750,000	\$ 2,724,028	\$ 316,556	\$ 315,631	\$ 925			\$ 3,040,584
Henrico	9596	Mt Olive Road Realignment		CVTA	Grouped		\$ 39,211		\$ 3,367	\$ 35,844		\$ 39,211
Henrico	09035	N. Gayton Rd Bike/Ped Improvements		CVTA	\$ 750,000	\$ 60,459	\$ 299,059	\$ 213,001	\$ 1,198	\$ 84,860		\$ 359,518
Henrico	09522	N. Laburnum Avenue Ped & Transit Improvements (2)		CVTA	Grouped		\$ 183,490	\$ 2,352	\$ 116,026	\$ 65,112		\$ 183,490
Henrico	9387	North/South Laburnum Avenue Sidewalk		CVTA	Grouped		\$ 4,669		\$ 4,669			\$ 4,669
Henrico	09449	N. Parham Road Sidewalk Phase III (2)		CVTA	Grouped	\$ 9,478	\$ 77,603	\$ 54,557	\$ 23,046			\$ 87,081
Henrico	9614	Nuckols Trail		CVTA	Grouped		\$ 4,000		\$ 4,000			\$ 4,000
Henrico	08478	Nuckols Road Left Turn Land Phase II		CVTA	\$ 550,000	\$ 2,794	\$ -					\$ 2,794
Henrico	09490	Nuckols Road Pedestrian Improvements (2)		CVTA	Grouped		\$ 59,619	\$ 1,015		\$ 58,603		\$ 59,619
Henrico	09437	Parham Road Intersection Improvements (2)		CVTA	Grouped	\$ 72,012	\$ 118,150	\$ 72,243	\$ 29,917	\$ 15,990		\$ 190,162
Henrico	09284	Pavement Reclamation		CVTA	\$ 3,000,000		\$ 2,895,363	\$ 789,618	\$ 1,797,926	\$ 307,819		\$ 2,895,363
Henrico	09107	Raintree Drive Sidewalk		CVTA	\$ 130,000	\$ 42,131	\$ 27,920	\$ 2,100	\$ 5,050	\$ 20,770		\$ 70,051
Henrico	28001	Richmond-Henrico Turnpike		CVTA	Grouped		\$ 688,981			\$ 688,981		\$ 688,981
Henrico	08882	Sadler Place Roundabout		CVTA	\$ 600,000	\$ 46,495	\$ -					\$ 46,495
Henrico	09288	Sadler Road/Sadler Place Improvements		CVTA	\$ 3,825,000		\$ 151,180	\$ 49,902	\$ 70,978	\$ 30,300		\$ 151,180
Henrico	08163	Safety Studies		CVTA	\$ 2,025,264	\$ 631,614	\$ 878,296	\$ 277,791	\$ 315,998	\$ 284,507		\$ 1,509,910
Henrico	08150	Short Pump Area/ North Gayton Interchange Study		CVTA	\$ 600,000	\$ 131,612	\$ -					\$ 131,612
Henrico	9594	St Charles Road Extension		CVTA	Grouped		\$ 100,427		\$ 45,110	\$ 55,318		\$ 100,427
Henrico	08276	St Claire Lane Sidewalk		CVTA	\$ 2,300,000	\$ 1,358,031	\$ 835,604	\$ 210,865	\$ 624,739			\$ 2,193,635
Henrico	09493	Staples Mill & Old Staples Mill Intersection Improvements (2)		CVTA	Grouped	\$ 25,314	\$ 51,231	\$ 29,334	\$ 14,908	\$ 6,989		\$ 76,545
Henrico	09488	Staples Mill Sidewalk (2)		CVTA	Grouped	\$ 58,755	\$ 15,704	\$ 15,704				\$ 74,459
Henrico	9566	Staples Mill Road Pedestrian Improvements		CVTA	Grouped		\$ 86,155		\$ 38,917	\$ 47,239		\$ 86,155
Henrico	23005	Taylor Farm Park Shared Use Path		CVTA	\$ 2,088,000		\$ -					\$ -
Henrico	09446	Thalbro Street and Maywill Sidewalk(2)		CVTA	Grouped	\$ 41,254	\$ 166,850	\$ 108,696	\$ 48,109	\$ 10,044		\$ 208,104
Henrico	9321	Three Chopt Area Park and Road Improvements		CVTA	Grouped		\$ 1,981			\$ 1,981		\$ 1,981
Henrico	09108	VCC Connector		CVTA	\$ 400,000	\$ 61,652	\$ 160,889	\$ 90,802	\$ 30,151	\$ 39,937		\$ 222,541
Henrico	09286	Whiteside Road Roundabout		CVTA	\$ 2,500,000	\$ 2,457,382	\$ 52,731	\$ 49,902	\$ 2,829			\$ 2,510,113
Henrico	06851	Wilkinson Bridge Reconstruction		CVTA	\$ 5,965,845		\$ 2,042,010		\$ 922,705	\$ 1,119,305		\$ 2,042,010
Henrico	09447	Winfrey Road Pedestrian Improvements(2)		CVTA	Grouped	\$ 26,750	\$ 50,499	\$ 3,678	\$ 21,749	\$ 25,072		\$ 77,249
Henrico	09285	Woodman Road Improvements		CVTA	\$ 4,400,000		\$ 807,980	\$ 425,250	\$ 251,874	\$ 130,856		\$ 807,980
New Kent	NA	County Trash Pick-Up		CVTA	\$ 60,000	\$ 52,304	\$ 37,428	\$ 12,476	\$ 12,476	\$ 12,476		\$ 89,732
New Kent	NA	Bay Transit		CVTA	\$ 65,576		\$ 49,182	\$ 16,394	\$ 16,394	\$ 16,394		\$ 49,182
New Kent	NA	Route 106 Interchange Improvement Project		CVTA	\$ 174,087		\$ 35,051	\$ -	\$ 15,043	\$ 20,008		\$ 35,051
New Kent	NA	Personnel		CVTA	\$ 39,780	\$ 22,920	\$ 42,108	\$ 14,521	\$ 13,793	\$ 13,793		\$ 65,028
Richmond	107264	Paving, Traffic Calming & ADA Infrastructure	Citywide Paving Program, staff	CVTA	\$ 5,000,000	\$ 19,627,779	\$ 2,613,847	\$ 2,358,131	\$ 255,716			\$ 22,241,626
Richmond	106121	Traffic Engineering Division	Signal Modernization, Regulatory & Warning Sign Replacement (HISN)	CVTA	\$ 3,093,092	\$ 3,890,476	\$ 946,354	\$ 647,016	\$ 299,338			\$ 4,836,830
Richmond	106122	Roadway & Sidewalk Operations and Maintenance	Sidewalk Replacement and ROW maintenance citywide, Staff	CVTA	\$ 3,046,332	\$ 5,549,214	\$ 1,345,821	\$ 536,227	\$ 809,594			\$ 6,895,035
Richmond	106123	Bridge Maintenance/ Operations	P1 and P2 maintenance items including joint replacements, etc., staff	CVTA	\$ 965,001	\$ 831,696	\$ 274,869	\$ 135,416	\$ 139,453			\$ 1,106,565
Richmond	106120	ROW Maintenance /Operations	Staff	CVTA	\$ 200,000	\$ 168,908	\$ 88,802	\$ 52,247	\$ 36,555			\$ 257,710
Richmond	107266	CIP-Transportation Engineering Division	Commerce Road Improvement Project	CVTA	\$ 2,747,910	\$ -	\$ -		\$ -			\$ -



**CVTA Quarterly Expenditures**

4/17/2024

Jurisdiction	UPC or other	Project Name	Project Detail	Funding Source	CVTA Appropriation	Previous CVTA Expenditures	Expenditures FY24				CVTA Expenditures LTD	
							Q1 FY24	Q2 FY24	Q3 FY24	Q4 FY24		
Richmond	107265	Multi-Modal Transportation-Bike, Ped & Transit	BRT Redlanes, Path to Equity: Transportation Policy Guide, Bikeshare concrete pad installation and Bike station electrification, staff	CVTA	\$ 1,987,265	\$ 2,451,925	\$ 766,107	\$ 426,647	\$ 339,460			\$ 3,218,032
Richmond	108292	Speed Management Program	Program that addresses the factors of speeding through engineering, enforcement and education.	CVTA	\$ 500,000	\$ -	\$ 23,498	\$ 23,498	\$ -			\$ 23,498
					\$ 456,764,451	\$ 33,398,981	\$ 13,617,151	\$ 11,310,797	\$ 8,471,033	\$ -	\$ -	\$ 98,133,011



## PlanRVA AGENCY UPDATE CVTA Meeting - April 2024

This report provides a summary of recent and upcoming activity of the Commission and its committees. Detailed information, including meeting videos and agendas for upcoming meetings can be found on the [PlanRVA meeting webpage](#).

The Commission met on April 11<sup>th</sup> and took the following actions:

- Appointed Martha Shickle as Interim Executive Director of the Richmond Regional Transportation Planning Organization.
- Elected officers for the remainder of FY24 as follows:
  - Chair, Sean Davis
  - Vice Chair, Daniel McGraw
  - Treasurer, Jordan Stewart
  - Secretary, Byron Adkins
- Appointed members to serve on a nominating committee to develop recommendations for FY25 officers.
- Approved a budget amendment for FY24.
- Approved/adopted the Richmond-Crater Multi-Hazard Mitigation Plan, adopted locally in 2022. This approval assures the eligibility of PlanRVA to pursue certain funding opportunities in support of implementing the mitigation strategies included in the Plan.
- Cancelled the May 9, 2024, Executive Committee and Commission meetings.

### **Upcoming Meetings**

- Audit, Finance & Facilities Committee – May 13, 2024 – 10:30 a.m.
- Public Outreach & Engagement Committee – May 21, 2024 – 9:00 a.m.
- Joint Annual Meeting and PlanRVA Day – June 13, 2024 – 8:30 a.m.

### **New Staff**

PlanRVA has welcomed several new employees over the past several months. Information about all staff members can be found [here](#).

- Dorian Allen, Planner
- Ansley Heller, Planner
- Emily Williams, Grant Specialist

**[Don't forget to check out our newsletter:  
The Better Together Connector \(linked\)](#)**

## RRTPO AGENCY UPDATE CVTA Meeting – April 2024

*This report provides a summary of recent and upcoming activity of the Policy Board and its committees. Detailed information, including meeting videos and agendas for upcoming meetings can be found on the [meeting webpage](#).*

---

The Policy Board met on April 4<sup>th</sup>. The board took the following actions:

- Endorsement of Human Services Grant Program (FTA 5310) Project Endorsements from:
  - Chesterfield County Community Engagement and Resources, Mobility Services
  - Chesterfield Community Services Board
  - GRTC
  - Hanover DASH
  - Heart Havens
  - Powhatan Department of Social Services
  - Senior Connections
  - SOAR 365
- Approval of VDOT request for FY24 – FY27 Transportation Improvement Program Amendment to update the #SMART24 – I-64 Gap Widening – Segment B project (UPC 123831) project as requested by VDOT.
- Approval of FY24 Unified Planning Work Program (UPWP) Amendment to rebalance the budget to ensure agency and partner priorities can be met and to make full use of available staff time for the balance of the fiscal year.
- Approval of update to the RRTPO Public Engagement Plan.

### **Upcoming Meetings:**

#### **Policy Board – May 9, 2024 – 9:30 a.m.:**

The Authority will be asked to take action on the following:

- Approval of the FY25 GRTC Regional Transportation Plan; the TAC has reviewed the plan and is recommending approval.

#### **TAC – May 14, 2024 – 9:00 a.m.**

#### **CTAC – May 16, 2024 – 12:00 p.m.**