

CENTRAL VIRGINIA TRANSPORTATION AUTHORITY MEETING MINUTES

Friday, September 29, 2023, 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
Town of Ashland	John H. Hodges, Vice Chair	X		Daniel McGraw		X
Charles City County	Byron Adkins, Sr.		X	William Coada		X
Chesterfield County	Kevin P. Carroll	X		Christopher Winslow		X
Goochland County	Neil Spoonhower (virtual)	X		Susan Lascolette		X
Hanover County	W. Canova Peterson	X		Sean M. Davis		X
Henrico County	Frank J. Thornton	X		Patricia S. O'Bannon		X
New Kent County	Patricia A. Paige	X		John Lockwood		X
Powhatan County	Michael W. Byerly		X	Steve McClung		X
City of Richmond	Mayor Levar M. Stoney, Chair	X		Michael Jones		X
VA House of Delegates	Delegate Roxann Robinson	X		N/A		
Senate of Virginia	Senator Ghazala F. Hashmi	X		N/A		
Commonwealth Transportation Board	J. Rex Davis		X	N/A		

Non-Voting Ex-Officio

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

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) Chairman, Levar M. Stoney, presided and called the September 29, 2023, Central Virginia Transportation Authority meeting to order at 8:13 a.m.

Pledge of Allegiance

The Pledge of Allegiance was led by Chair Stoney.

Welcome and Introductions

Chair Stoney welcomed all attendees.

A. ADMINISTRATION

1. Confirmation of Member Participation from a Remote Location

Chair Stoney reported that Barbara Nelson requested approval to participate remotely for the following reason: principal residence location more than 60 miles from the meeting location.

Chair Stoney announced his approval of the request to participate remotely.

On motion by W. Canova Peterson, seconded by Roxann Robinson, the Authority voted unanimously to approve the member's 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 member 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 member.

2. Consideration of Amendments to the Meeting Agenda

There were no requested amendments to the agenda.

3. Approval of July 14, 2023, CVTA Meeting Minutes

On motion by Ghazala Hashmi, seconded by Kevin Carroll, members of the Authority voted to approve the CVTA meeting minutes as presented (voice vote; Patricia Paige, John Hodges and Roxann Robinson 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

Chair Stoney expressed his excitement for the CVTA and what the Authority will accomplish in the coming years. He noted the collaboration of Authority members will be the key to its success.

B. ACTION ITEMS

1. Bond Counsel RFP

Eric Gregory, legal counsel, explained the request for issuance of the Bond Counsel RFP.

On motion by Patricia Paige, the members of the CVTA Authority voted to authorize issuance of the Bond Counsel RFP (voice vote).

2. Round 3 Regional Funding: Third-Party Cost Estimate Verification

Chet Parsons, Executive Director, presented this request and explained that this cycle is currently underway. A third-party cost estimate verifier was used to ensure the cost estimates are consistent. The RFP has been issued and bids have been received. Today is the deadline for the member localities to submit the project applications.

Frank Thornton made a motion, seconded by John Hodges, to authorize the Executive Director to work directly with proposers to secure a contract verifying cost estimates for Round 3 Regional Project applications following the close of the application window (voice vote).

W. Canova Peterson offered a friendly amendment to specify that the approval is contingent upon the contract not exceeding the approved dollar amount. Mr. Thornton and Mr. Hodges agreed to the amendment and the matter passed by roll call vote (see Appendix A).

3. CVTA-VDOT SPA Requests ([link to document](#))

Mr. Parsons explained that the request is for approval of the projects listed with the understanding that the agreements will be streamlined and brought back to the Authority for approval later this year.

Mr. Gregory clarified the amended motion that is being requested. He also clarified that the funding has been allocated; this is to authorize the execution of the contracts. The modified SPA has been brought before the Authority; final edits are being made.

On motion by Kevin P. Carroll, seconded by Frank Thornton, members of the CVTA Authority voted to adopt the following resolution (voice vote):

It is hereby RESOLVED, that the CVTA approves the projects for execution and administration between Central Virginia Transportation Authority and Virginia Department of Transportation for the following projects:

- CVTA Project 0016: I-64 at Ashland Rd (Rte 623) Interchange – DDI
- CVTA Project 0017: I-64 at Oilville Rd (Rte 617) Interchange
- CVTA Project 0018: Bottoms Bridge Park and Ride
- CVTA Project 0020: Rte 288 NB Hard Shoulder Running
- CVTA Project 0023: Mayo Bridge Replacement
- CVTA Project 0024: POV Richmond Marine Terminal Access Improvements at I-95/Bells Road
- CVTA Project 0026: Short Pump Area Transportation Improvements
- CVTA Project 0033: W Broad Street Improvements - Short Pump
- CVTA Project 0039: Staples Mill Road Improvements
- CVTA Project 0045: I-64 Widening

It is further RESOLVED, that the CVTA authorizes the Chairman to execute the modified Standard Project Agreement, as agreed to with VDOT, and authorizes CVTA staff to take all actions necessary and prudent to fulfill its terms, subject to approval by legal counsel.

4. Fall Line Design Build 2 funding update–

Mr. Parsons provided an overview of the second component of the Fall Line Design Build phase. It is the southernmost portion of the trail. VDOT has developed alternate alignments to address multiple cultural resource impacts that were discovered. The Fall Line Working Group and the Technical Advisory Committee are in support of the proposed blue alignment. Chesterfield has requested the approval of a transfer of funds from the next segment, Design Build 3, to Design Build 2 so that they can move forward with this section of the trail.

On motion by Kevin P. Carroll, seconded by Roxann Robinson, the members of the Authority voted to approve the transfer of \$25 million from Design Build 3 to Design Build 2 and allow VDOT to bring the SPA agreement to CVTA TAC for recommendation (roll call vote; see Appendix A).

5. FY23 Annual Certification and FY24 Local Allocation Plan

Mr. Parsons expressed his appreciation to the localities for submitting their certifications and local allocation plans. The request is to approve the expenditures of the past year and the expected expenditures for the upcoming year.

On motion by W. Canova Peterson, seconded by Kevin Carroll, the members of the Authority voted to approve the FY23 Annual Certifications and FY24 Local Allocation Plan (voice vote).

6. CVTA Regional Projects Cycle: Round 3 schedule

Mr. Parsons noted that the schedule has been vetted by the appropriate committees. It demonstrates what actions will be requested each month by the CVTA Finance Committee, TAC and full Authority.

On motion by Frank Thornton, seconded by Kevin Carroll, the members of the Authority voted to approve the CVTA Regional Projects Cycle (Round 3) (voice vote).

C. OTHER COMMITTEE REPORTS

1. CVTA Finance Committee Update

a. Finance Committee Chair's Report

Patricia Paige, Finance Committee Chair, reported on the actions taken at the September 7th Finance Committee meeting.

b. Financial Activity and Investment Reports

Mr. Parsons reviewed the financial activity and investment reports.

2. CVTA Technical Advisory Committee (TAC) Update

a. TAC Chair's Report

Dironna Moore Clarke came forward and provided an update on the Fall Line Working Group and TAC activity, including the work on the Fall Line Trail wayfinding plan. A consensus was reached on the overall structure of the wayfinding; the group is now working on specific color choices and a preliminary placement plan. TAC members have been preparing the applications for round 3, which are due today. A spenddown plan is being developed for the Finance Committee's review as well as a "wish-list" of projects from the localities to give a better understanding of possible upcoming projects for use in determining CVTA investments in the future.

D. OTHER BUSINESS

1. CVTA Executive Director's Report

Mr. Parsons reported that the audit report was received yesterday. The report will go before the Finance Committee and then the full Authority.

On motion by Kevin Carroll, seconded by Frank Thornton, the members of the Authority voted to extend the deadline for approval of the audit report to October 31, 2023 (voice vote).

a. CVTA Member Contact Update

A form was distributed for members to provide updated contact information. It was noted that a SharePoint site is being developed for members to have access to fellow members' contact information and other documents.

b. YouTube Channel Improvements

Mr. Parson gave a brief overview of the improvements made to the PlanRVA YouTube site.

2. CVTA Member Comments

Zach Trogden commented that, with respect to the possible Federal Government shutdown, DRPT feels that it should not have a major impact on transportation in Virginia.

E. ADJOURNMENT

Chair Stoney adjourned the meeting at 9:59 a.m.

Motion as presented: **Round 3 Regional Funding: Third-Party Cost Estimate Verification**

First:
 Second:

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	-
Chesterfield	364,548	4	1				Ok	364,548
Goochland	24,727	2	1				Ok	24,727
Hanover	102,106	3	1				Ok	102,106
Henrico	334,389	4	1				Ok	334,389
New Kent	22,945	2	1				Ok	22,945
Powhatan	30,333	2				1	Ok	-
Richmond	226,610	4	1				Ok	226,610
Delegate		1	1				Ok	
Senator		1	1				Ok	
CTB Member		1				1	Ok	
* Census 2020	1,120,304	26	9	0	0	3	12	1,083,198

WEIGHTED	
"Yay"	"Nay"
1	0
0	0
4	0
2	0
3	0
4	0
2	0
0	0
4	0
1	0
1	0
0	0
22	0

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

Motion as presented: Approve the transfer of \$25 million from Design Build 3 to Design Build 2 and allow VDOT to bring the SPA agreement to CVTA TAC for recommendation

Members	Population*	Weighted Votes	UNWEIGHTED				Voting Check	Population "Yays"	WEIGHTED	
			"Yay"	"Nay"	Abstain	Absent			"Yay"	"Nay"
Ashland	7,873	1	1				Ok	7,873	1	0
Charles City	6,773	1				1	Ok	-	0	0
Chesterfield	364,548	4	1				Ok	364,548	4	0
Goochland	24,727	2	1				Ok	24,727	2	0
Hanover	102,106	3	1				Ok	102,106	3	0
Henrico	334,389	4	1				Ok	334,389	4	0
New Kent	22,945	2	1				Ok	22,945	2	0
Powhatan	30,333	2				1	Ok	-	0	0
Richmond	226,610	4	1				Ok	226,610	4	0
Delegate		1	1				Ok		1	0
Senator		1	1				Ok		1	0
CTB Member		1				1	Ok		0	0
* Census 2020	1,120,304	26	9	0	0	3	12	1,083,198	22	0
							VALID			

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

OVERALL VOTE = **PASS**

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

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**