

**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY
TECHNICAL ADVISORY COMMITTEE (TAC)**

**ZOOM MEETING SUMMARY
January 10, 2022**

Members and Alternates Present:

Town of Ashland		Charles City County		Chesterfield County	
Nora Amos	X	Rhonda Russell	X	Barbara K. Smith	X
		Gary Mitchell	X	Chessa D. Walker (A)	X
Goochland County		Hanover County		Henrico County	
Thomas M. Coleman	X	Joseph E. Vidunas	X	Todd Eure, FY22 Chair	X
		J. Michael Flagg (A)		Sharon Smidler (A)	X
New Kent County		Powhatan County		City of Richmond	
Justin M. Stauder	X	Bret Schardein	X	Dironna Moore Clarke FY22 Vice Chair	X
Kelli Le Duc (A)		Vacant (A)		Travis A. Bridewell (A)	
VDRPT*		VDOT*		Virginia Port Authority	
Jennifer B. DeBruhl	X	R. Shane Mann	X	Barbara Nelson	
Tiffany T. Dubinsky (A)	X	Mark Riblett (A)	X		
		Liz McAdory (A)			
GRTC Transit System*					
Adrienne Torres	X	RMTA*		PlanRVA/RRTPO*	
Patricia Robinson (A)	X	Joi Taylor Dean	X	Chet Parsons	X

*Non-voting members

The technology used for this 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. Voting record tables are included in Appendix A. A recording of this meeting is available on the [Plan RVA YouTube Channel](#).

CALL TO ORDER, WELCOME AND INTRODUCTIONS

The Central Virginia Transportation Authority (CVTA) Technical Advisory Committee (TAC) Chair, Mr. Todd Eure, presided and called the January 10, 2022, CVTA Technical Advisory Committee (TAC) regular meeting to order at 1:00 p.m.

ROLL CALL & CERTIFICATION OF A QUORUM

Janice Firestone, Transportation Program Coordinator, took attendance by roll call and certified that a quorum was present.

STATEMENT REGARDING VIRTUAL MEETINGS

Chet Parsons, PlanRVA, shared the statement on virtual meetings.

1. Consideration of Amendments to the Action Meeting Agenda

There were no requested changes to the meeting agenda. Seeing and hearing no objections the January 10, 2022, agenda was approved by acclamation as presented.

2. Approval of December 13, 2021, CVTA TAC Action Meeting Minutes

On motion of Barbara Smith, seconded by Rhonda Russell, the CVTA TAC unanimously approved the minutes of the December 13, 2021, action meeting by acclamation as presented (voice vote).

3. Open Public Comment Period

There were no requests to address the CVTA Technical Advisory Committee.

4. CVTA Technical Advisory Committee Chairman's Report

There was no report from the Chairman.

5. CVTA TAC Staff Update

a. Finance Committee Update

Mr. Parsons reported that the Finance Committee reported on the items heard at the recent Finance Committee meeting.

Eric Gregory, Hefty Wiley, reported that the Fall Line Trail S.P.A.'s between the localities and CVTA are being drafted. He asked members to be in touch with their local legal councils to determine how they want to proceed. The agreements need to be in place as soon as possible, especially with the funding decisions set to be made at the General Assembly.

There was discussion about making the agreements generic so that they can be used for other projects as well.

6. FY21 annual certification and FY23 expenditure plans – review of GRTC and locality reporting requirements/establishment of tentative submission deadline

Mr. Parsons reported that there are two reporting requirements, the expenditure plans and the annual certification reports. The certification reports are not finalized yet but will need to be done as soon as possible. There is a template cover sheet along with the SPA.

There was discussion about the requirement that the Finance Committee review the annual certification reports. The CVTA will pass a resolution of acceptance for the reports after the Finance Committee Review.

The certification reports should be submitted within the next 30 days. No report is necessary if there were no expenditures.

7. Regional Project Prioritization

a. Update on FY23-26 project applications

Staff is currently setting applications up for review and scoring. Everything is on schedule to complete this by the end of February.

b. Update on member bench contract utilization for third-party estimates

The DRPT bench contract can't be used on this effort. VDOT is looking at the possibility of using the VDOT bench contract.

- c. Revised VDOT regional project funding estimates
Mr. Parsons reported that the estimates are trending down.
- d. Schedule refinement
The January and March CVTA meetings are expected to be cancelled.

8. Fall Line Working Group – review of upcoming meeting agenda

Chair Eure reported that the meeting agenda is being developed for the January 12th meeting.

9. CVTA TAC Member Comments

Ms. Torres was welcomed back.

10. Next Meeting: February 14, 2022

11. Adjournment

Chairman Eure adjourned the meeting at 1: 58 p.m.

CAP/jf