

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

**ZOOM MEETING MINUTES
March 13, 2023**

Members and Alternates Present:

Voting Members								
Town of Ashland			Charles City County			Chesterfield County		
Nora Amos	X	Gary Mitchell		Barbara K. Smith, Vice Chair	X			
		Rhonda Russell (A)	X	Chessa D. Walker (A)	X			
Goochland County			Hanover County			Henrico County		
Austin Goynes	X	Joseph E. Vidunas	X	Todd Eure	X			
Thomas M. Coleman (A)	X	J. Michael Flagg (A)		Sharon Smidler (A)				
New Kent County			Powhatan County			City of Richmond		
Amy Inman	X	Bret Schardein	X	Dironna Moore Clarke, Chair	X			
Kelli Le Duc (A)		Vacant (A)						
VDRPT			VDOT			Virginia Port Authority		
Tiffany T. Dubinsky	X	Dale Totten		Barbara Nelson	X			
Daniel Wagner (A)	X	Mark Riblett (A)						
		Liz McAdory (A)		PlanRVA/RRTPO				
GRTC Transit System				Chet Parsons	X			
Adrienne Torres		RMTA*						
Sam Sink (A)	X	Joi Taylor Dean	X					

The technology used for the CVTA TAC 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](#).

Virtual participation of this meeting by members of the committee is authorized under the City of Richmond Res. No. 2020-R025, - declaration of a local emergency due to the potential spread of COVID-19, adopted March 16, 2020. The resolution is available [here](#).

1. Welcome and Introductions

The Central Virginia Transportation Authority (CVTA) Technical Advisory Committee (TAC) Chair, Dironna Moore Clarke, presided and called the March 13, 2023, CVTA Technical Advisory Committee (TAC) regular meeting to order at 1:05 p.m.

2. Roll Call & Certification of a Quorum

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

3. Consideration of Amendments to the Agenda

There was a request to add two discussion items, CVTA TAC Regional PE-Only Projects and a CVTA SPA Update, to the agenda.

On motion by Barbara K. Smith, seconded by Austin Goyne, the CVTA TAC unanimously approved the meeting agenda as amended (roll call vote).

Town of Ashland	Vote	Charles City County	Vote	Chesterfield County	Vote
Nora Amos	Aye	Rhonda Russell	Aye	Barbara K. Smith, Vice Chair	Aye
Goochland County		Hanover County		Henrico County	
Austin Goyne	Aye	Joseph E. Vidunas	Aye	Todd Eure	Aye
New Kent County		Powhatan County		City of Richmond	
Amy Inman	Aye	Bret Schardein	Aye	Dironna Moore Clarke Chair	Aye

4. Approval of February 13, 2023, CVTA TAC Meeting Minutes

On motion by Barbara K. Smith, seconded by Amy Inman, the CVTA TAC unanimously approved the meeting minutes of the January 9, 2023, meeting as presented (voice vote).

5. Public Comment Period

There were no requests to address the committee.

6. CVTA TAC Chair’s Report

Chair Clarke did not have a formal report.

7. CVTA TAC Regional PE-Only Projects (added to agenda)

Barbara K. Smith reported on a request from Chesterfield to be able to move forward with a project for PE-only. During the last round, of the CVTA Regional Funding process, Chesterfield submitted two funding requests - one for PE-only funds and one for leveraging - for the following two projects: Rt. 360 (Woodlake – Otterdale) Widening and Rt. 10/I-95 Interchange Improvements, Ph II. Both projects were selected for leveraging funds, but neither projects are included in the Smart Scale recommended funding scenario and are unlikely to receive Smart Scale funding this round.

Committee members discussed the following:

- Two million was requested for PE on the project but it was not funded because leveraging was funded. Staff clarified that the original PE estimate was slightly higher than two million.
- Projects that were selected for leveraging but are not in the recommended funding scenario for SmartScale this round.
- Should this be considered for this project only or for other localities that have projects with similar situation.
- Suggestion to do this through a change in the policy; the Project Selection and Allocation Framework document is currently being amended now.

8. SPA Update (added to agenda)

Chet Parsons reported that the document has been updated and went to the CVTA Finance Committee last week. That committee recommended the document be distributed to the full authority for consideration. It is being send to the authority members (as well as TAC members) this afternoon.

9. Project Selection and Allocation Framework

It was noted that this item will be a discussion item for today and will also be on the April agenda to finalize a recommendation to the authority.

Chessa Walker highlighted and the group discussed the summary of the parking lot items.

- Having CVTA regional funding cycles will be on alternate years, opposite of SmartScale.
- Staff will present the project selection schedule to the TAC. No formal schedule for application deadlines will be included because there will be changes from cycle to cycle. A clarifying note will be added to make it clear that the end of the CVTA period coincides with the start of SmartScale.
- Eligibility: each locality may submit one priority highway project that does not meet the eligibility requirements listed. This item was discussed and may be reworded.
- Suggestion to form a subcommittee to address the needs of the smaller localities.
- Clarifying comment for bridge project eligibility (will state bridges must be in poor condition or structurally deficient)
- Discussion about eliminating the dollar threshold for the PE-only projects. Dollars will be capped at 30%. This is just for PE-only, regionally eligible projects. There was a discussion about whether to allow this to fall under the one priority highway project allowance.
- Project screening: how to handle estimate validation. Third-party review all estimates? Put a table together to show original estimate versus third-party estimate to be reviewed by TAC. It was noted that the RRTPO is also considering the matter of VDOT's construction workbook.
- Normalization: adding a statement that evaluation will be done for outliers.
- Project selection guidelines: will be sent out for member review. There was discussion about the need for the guidelines to be data driven.
- Leveraging text: the second paragraph is being updated to address giving up funds and adding PE-only (30% of plan development). The new draft language will be sent out for comments/edits to be discussed further in April (this will change the date the group takes action on a recommendation to the authority to May).

10. CVTA TAC Member Comments

There were no comments from members.

11. Next Meeting: Monday, April 10, 2023, at 1:00 p.m.

12. Adjournment

Chair Clarke adjourned the meeting at 3:32 p.m.