

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

**ZOOM MEETING MINUTES
May 13, 2024, 1:00 p.m.**

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
				Chessa D. Walker (A)	X
Goochland County		Hanover County		Henrico County	
Austin Goyne	X	Joseph E. Vidunas	X	Todd Eure	X
		Randy Hardman (A)			
Thomas M. Coleman (A)	X	Powhatan County		Sharon Smidler (A)	X
New Kent County		Bret Schardein (A)		City of Richmond	
Amy Inman	X			Dironna Moore Clarke, Chair	X
Kelli Le Duc (A)					
Non-Voting Members					
GRTC Transit System		CVTA		PlanRVA/RRTP0	
Frank Adarkwa		Chet Parsons	X	Myles Busching	X
Patricia Robinson (A)		VDOT		RMTA	
VDRPT		Dale Totten		Joi Taylor Dean	
Tiffany T. Dubinsky	X	Mark Riblett (A)		Virginia Port Authority	
Daniel Wagner (A)		Liz McAdory (A)	X	Barbara Nelson	V

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 May 13, 2024, CVTA Technical Advisory Committee (TAC) regular meeting to order at 1:00 p.m.

2. Roll Call & Certification of a Quorum

Sidd Kumar, PlanRVA, took attendance by roll call and certified that a quorum was present.

3. Consideration of Amendments to the Agenda

There were no requested changes to the agenda.

4. Approval of March 11, 2024, CVTA TAC Meeting Minutes

On motion by Austin Goynes, seconded by Sharon Smidler, the members of the CVTA Technical Advisory Committee voted unanimously to approve the meeting minutes 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. Regional Framework Parking Lot List

a. Project Selection

b. Project Submissions - Off-Year

Chessa Walker opened the discussion on project selection and project submissions (off-year). The two-year cycle key dates were reviewed. Items discussed but not resolved from the last TAC meeting were reviewed, including:

- Consideration of "benefit-only" when vetting projects for consideration. The code requires the B/C to be considered. There was discussion about weighting options under benefit-only. Considering a third data point, Benefit vs. Benefit/Cost. A test case will be run and reviewed at the next meeting.
- Project submissions – off-year (existing and new). There was discussion about how to handle out-of-cycle requests for new projects (fund availability). This item will be reviewed further at the next meeting.

8. Regional Funding Deobligation Policy

Mr. Parsons presented the draft policy and reported that legal counsel and staff reviewed best practices prior to developing the draft. He noted that the correct terminology to use is "deallocation", rather than "deobligation".

There was discussion about the following sentence in the draft: "*The CVTA shall notify the project sponsor and the Virginia Department of Transportation in writing that it intends to unilaterally deallocate funds from a project and provide both with a reasonable opportunity to respond to the proposed action.*" There was a consensus to change it to "*the project sponsor and/or the Virginia Department of Transportation*".

Staff was asked to provide and update/status on all projects that were submitted as leveraged projects to help in determining what funds might become available.

9. CVTA TAC Member Comments

Amy Inman asked for an update on the bonding package. Chair Clarke asked that this matter be added to the next agenda so the group can begin to review the projects that were listed in the long-term plan. They will review which projects are being considered by localities for the bonding package and determine if there have been changes since the list was developed.

Nora Amos commented that she recently toured the Richmond Marine Terminal. She recommended everyone try to take that tour if they're able to.

Chair Clarke asked VDOT to provide an update on whether VDOT is working on the SPA for the port project in round 3. Mr. Parsons reported that it is being drafted.

VDOT and/or staff will also provide an update on the SPA for Hanover County's submission of a port project in round 2.

Chessa Walker commented that the window for off-cycle requests will open in July, the group will need to complete its review of the matter at the next meeting. Chair Clarke commented that July is likely to be too soon. It will likely need to be pushed back to January or February.

10. Next Meeting: Monday, June 10, 2024, at 1:00 p.m.

11. Adjournment

Chair Clarke adjourned the meeting at 2:15 p.m.