

## CVTA FINANCE COMMITTEE MEETING MINUTES

**Wednesday, April 10, 2024, 9:00 a.m.**

**PlanRVA James River Boardroom  
424 Hull Street, Suite 300, Richmond, VA 23224**

**Members Present:**

<b>Jurisdiction/Agency</b>	<b>Member</b>	Present	Absent
<b>Chesterfield County</b>	Kevin P. Carroll, Chair	X	
<b>Henrico County</b>	Tyrone Nelson, Vice Chair	X	
<b>New Kent County</b>	John Moyer	X	
<b>Powhatan County</b>	Steve McClung	X	
<b>City of Richmond</b>	Kristen Nye	X	
<b>Commonwealth Transportation Board</b>	J. Rex Davis	X	

*The technology used for the CVTA Finance Committee 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](#).*

**Welcome and Introductions**

Chair Kevin Carroll called the CVTA Finance Committee meeting to order at 9:05 a.m. and led the attendees in the Pledge of Allegiance.

**Certification of a Quorum**

Janice Scott, PlanRVA, took roll call of attendance and certified that a physical quorum was present.

**ADMINISTRATION**

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

Chair Carroll reported that there were no members requesting to participate remotely.

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

There were no requested amendments to the agenda.

**3. Approval of March 13, 2024, CVTA Finance Committee Action Meeting Minutes**

On motion by Steve McClung, seconded by John Moyer, the members of the CVTA Finance Committee voted unanimously to approve the meeting minutes as presented (voice vote).

**4. Open Public Comment Period**

There were no public comments received and no requests to address the committee.

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

Chair Carroll did not have a formal report.

## **6. CVTA Activities Report**

### **a. Financial Activities and Investment Reports**

Mr. Parsons gave an overview of the monthly financial activities and investment reports and offered to answer any questions.

### **b. TAC Activities Report**

Dironna Moore Clarke, CVTA TAC Chair, came forward and gave a report of the recent TAC activity. She reported that the Virginia Capital Trail Foundation and SportsBackers are interested in providing management of the Fall Line Trail. TAC and the Fall Line Working Group are working to determine what the needs will be and what the best management format will be.

TAC members met on April 8<sup>th</sup> and recommended approval of the GRTC Regional Public Transportation Plan, reviewed the SPA agreements, and reviewed the regional framework parking lot items.

## **7. Draft CVTA FY25 Administrative & Operating Budget**

Mr. Parsons presented the draft proposed administrative and operating budget. He clarified that the plan is to contract out the development of the future CVTA website. There was a discussion about possible utilizing locality staff in the process. Staff was asked to compile additional information about funding options and have it available when the full Authority reviews the proposed budget.

On motion by Kristen Nye, seconded by John Moyer, the members of the CVTA Finance Committee voted unanimously to recommend approval of the Draft CVTA FY25 Administrative & Operating Budget as presented (voice vote).

## **8. Henrico County Standard Project Agreements**

Mr. Parsons reported that the agreements are for regional projects that have been approved by the Authority.

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

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

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

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

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

On motion by Tyrone Nelson, seconded by Kevin Carroll, the members of the CVTA Finance Committee voted unanimously to recommend approval of the five Henrico County Standard Project Agreements as presented (voice vote).

## **9. Quarterly Report (Q2) - Locality Expenditures**

Mr. Parsons provided an overview of the quarterly report for locality expenditures through the second quarter and offered to answer any questions. The reports are posted on the [meeting web page](#).

## **OTHER BUSINESS**

### **1. CVTA Finance Committee Member Comments**

There were no member comments.

### **2. Next Meeting**

The next meeting is scheduled for May 8, 2024, at 9:00 a.m. in the PlanRVA James River Board Room, 424 Hull St., Suite 300, Richmond, VA 23224 and via Zoom.

### **3. Adjournment**

The meeting was adjourned at 9:38 a.m.