

## CENTRAL VIRGINIA TRANSPORTATION AUTHORITY MEETING MINUTES

**Friday, December 1, 2023, 9:00 a.m.**  
**PlanRVA James River Boardroom and via Zoom**  
**424 Hull Street, Suite 300, Richmond, VA 23224X**

### Members Present:

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

### Non-Voting Ex-Officio

Agency	Member	Present	Absent	Designee	Present	Absent
<b>CRAC</b>	Perry J. Miller	X		N/A		
<b>GRTC</b>	Sheryl Adams	X		Adrienne Torres		X
<b>RMTA</b>	Joi Taylor Dean	X		N/A		
<b>VDRPT</b>	Jennifer DeBruhl		X	Zach Trogden	X	
<b>VDOT</b>	Stephen Brich		X	Dale Totten (A)		X
				Mark Riblett (A)	X	
<b>Virginia Port Authority</b>	Stephen A. Edwards		X	Cathie J. Vick		X
				Barbara Nelson		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 December 1, 2023, Central Virginia Transportation Authority meeting to order at 9:10 a.m.

## **Pledge of Allegiance**

The Pledge of Allegiance was led by Chair Stoney.

## **Welcome and Introductions**

Chair Stoney welcomed all attendees, including the members of the inaugural CVTA who were present, Mr. Carlos Brown and Ms. Jennifer Mitchell.

## **A. ADMINISTRATION**

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

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

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

Chet Parsons, Executive Director, announced that an additional item under Item C.-2. Is requested:

On motion by John Hodges seconded by Neil Spoonhower, the members of the Authority voted unanimously to amend the agenda to add Item C.-2.-b. Authorization to advertise a public hearing for February 23, 2024, on the FY25-FY30 Draft Funding Scenario (voice vote).

### **3. Approval of September 29, 2023, CVTA Meeting Minutes**

Joi Taylor Dean requested that the minutes be amended to show that she was present on September 29<sup>th</sup>.

On motion by Neil Spoonhower, seconded by Frank Thornton, the members of the Authority voted to approve the CVTA meeting minutes as amended (voice vote).

### **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 reported the passing of Patricia Paige and read an excerpt of a letter sent to the New Kent Chronicle.

#### **a. FY24 Authority Group Photograph**

A group photo was taken of all members present.

## **B. ACTION ITEMS**

### **1. Special Recognition**

On motion by Kevin Carroll, seconded by Byron Adkins, the members of the Authority voted to adopt a resolution recognizing Frank J. Thornton for his service to the CVTA and to the region (voice vote).

The resolution was read and presented. Mr. Thornton addressed the group and shared his appreciation to the members of the Authority. He expressed his pride in having been part of the CVTA.

## **2. CVTA-Locality SPA Request (City of Richmond)**

Dironna Moore Clarke, TAC Chair, came forward and presented the request for approval of the SPA.

On motion by Kevin Carroll, seconded by John Hodges, the members of the Authority voted to approve the CVTA-Locality agreement for CVTA-0007 (Fall Line Trail – Bryan Park Segment) (roll call vote; see Appendix A).

## **3. CVTA Regional Projects Cycle – Status Update**

Mr. Parsons reviewed the current allocation plan, available funding, and candidate project database.

On motion by W. Canova Peterson, seconded by Kevin P. Carroll, the members of the Authority voted to recommend the Finance Director's Working Group, including VDOT and PFM, be asked to advise Executive Director in planning for bonding capacity needs (voice vote).

## **4. Closed Session - CVTA Bond Counsel Solicitation - Update**

On motion duly made and seconded, the members of the Authority voted unanimously to convene in closed session pursuant to Virginia Freedom of Information Act Section 2.2-3711 (A) (29), for the purpose of discussing the award of a public contract involving the expenditure of public fund and discussion of the terms or scope of such contract for special bond counsel for the CVTA, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, and which requires discussion and consultation with legal counsel, pursuant to Section 2.2-3711 (A) (8), during which all recording of the meeting will cease (voice vote).

Chair Stoney asked staff and guests to leave the meeting. The recording and livestream of the meeting was stopped. Members entered closed session at 9:35 a.m. At the conclusion of the closed session, Chair Stoney reconvened the public meeting (10:20 a.m.).

Each member of the Authority voted to certify that, to the best of their knowledge, only public matters lawfully exempted from open meeting requirements and that only such public business matters as were identified in the motion by which the closed session was convened, were heard, discussed, or considered (roll call vote; see Appendix A)).

Eric Gregory, legal counsel, reported on the responses to the RFP for bond counsel.

On motion by Kevin Carroll, seconded by Frank Thornton, the members of the Authority voted unanimously to direct the Finance Committee work with staff to further review the bond council RFP proposals, make a final determination on engaging a firm, and direct the Executive Director to engage the chosen firm and enter into a contract with that firm to provide the bond council services (voice vote).

## **C. OTHER COMMITTEE REPORTS**

### **1. CVTA Finance Committee Update**

#### **a. Finance Committee Chair's Report**

Mr. Parsons reported that the Finance Committee met on November 15<sup>th</sup>. The group discussed the RFP for bond counsel. The next meeting is scheduled for December 13<sup>th</sup>.

#### **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**

Ms. Clarke came forward and provided an overview of the candidate project database. She reported that all localities were able to submit their list of projects. TAC will meet again on December 11<sup>th</sup>.

She also reported on the Fall Line working group is still in the process of reviewing the wayfinding plan. The group meets again on December 6<sup>th</sup>.

#### **b. Request for authorization to advertise a public hearing for February 23, 2024, on the FY25-FY30 Draft Funding Scenario**

Ms. Clarke explained the request for authorization to advertise a public hearing on the draft funding scenario. Authority members had questions and it was clarified that the list will be finalized prior to the end of the year and will be brought to the Authority for review prior to it being advertised.

On motion by Kevin Carroll, seconded by Frank Thornton, the members of the Authority voted unanimously to authorize advertisement of a public hearing for February 23, 2024, on the FY25-FY30 Draft Funding Scenario (voice vote).

## **D. OTHER BUSINESS**

### **1. Executive Director's Report**

Mr. Parson shared a press release that staff is planning to send out today memorializing Patricia Paige. He expressed condolences to the New Kent County representatives present.

He reported that the outcomes of the Moody's confidential ratings review are expected by the end of the month.

### **2. CVTA Member Comments**

Mr. Hodges commented on the ground-breaking for the I-64 widening project ground-breaking. He presented the shovel used at the event to the Authority.

Mr. Carroll reported that New Kent will be asking VDOT to name a portion of I-64 in honor of Patricia Paige. He requested the Authority issue a letter of support for New Kent's request.

On motion by Kevin Carroll, seconded by Byron Adkins, the members of the Authority voted unanimously to authorize staff to draft a letter of support of the proposal (voice vote).

Mr. Carroll also expressed his appreciation for the privilege of serving with Mrs. Paige, Mr. Peterson, Mr. Thornton and other previous members of the Authority.

Mr. Riblett reported that the CTB meetings for next week have been consolidated to Monday, December 4<sup>th</sup>. The SmartScale action is expected to be taken at that time.

Chair Stoney commended Mr. Thornton and Mr. Peterson for their service to the Authority.

Mr. Peterson thanked each member of the Authority, both current and previous, for the honor of serving on the Authority.

**E. ADJOURNMENT**

Chair Stoney adjourned the meeting at 10:38 a.m.

**Motion as presented:** Motion to approve the CVTA-Locality agreement for CVTA-0007 (Fall Line Trail – Bryan Park Segment)

Members	UNWEIGHTED				WEIGHTED					
	Population*	Weighted Votes	"Yay"	"Nay"	Abstain	Absent	Voting Check	Population "Yays"	"Yay"	"Nay"
Ashland	7,873	1	1				Ok	7,873	1	0
Charles City	6,773	1	1				Ok	6,773	1	0
Chesterfield	364,548	4	1				Ok	364,548	4	0
Goochland	24,727		1				Ok	24,727	0	0
Hanover	102,106	3	1				Ok	102,106	3	0
Henrico	334,389	1	1				Ok	334,389	0	0
New Kent	22,945	2			1		Ok	-	0	0
Powhatan	30,333	2			1		Ok	-	0	0
Richmond	226,610	4	1				Ok	226,610	4	0
Delegate					1		Ok		0	0
Senator					1		Ok		0	0
CTB Member		1			1		Ok		0	0
* Census 2020	<b>1,120,304</b>	<b>18</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>12</b>	<b>1,067,026</b>	<b>13</b>	<b>0</b>

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

**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

**OVERALL VOTE =** PASS

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

**Motion as presented:** Certification of Closed Session.

Members	UNWEIGHTED					WEIGHTED				
	Population*	Weighted Votes	"Yay"	"Nay"	Abstain	Absent	Voting Check	Population "Yays"	"Yay"	"Nay"
Ashland	7,873	1	1				Ok	7,873	1	0
Charles City	6,773	1	1				Ok	6,773	1	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	-	0	0
Powhatan	30,333	2			1		Ok	-	0	0
Richmond	226,610	4	1				Ok	226,610	4	0
Delegate		1				1	Ok		0	0
Senator		1				1	Ok		0	0
CTB Member		1				1	Ok		0	0
* Census 2020	<b>1,120,304</b>	<b>26</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>12</b>	<b>1,067,026</b>	<b>19</b>	<b>0</b>

A "Valid" vote requires all 12 members to have their vote

marked "Yay", "Nay", "Abstain" or marked "Absent".

**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**

Decisions of the Authority shall require an affirmative vote of those present and voting whose votes represent at least four-fifths of the population embraced by the

OVERALL VOTE = **PASS**

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