

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

**ZOOM MEETING MINUTES
October 7, 2024, 1:00 p.m.**

Members and Alternates Present:

Voting Members					
Town of Ashland	X	Charles City County		Chesterfield County	
Nora Amos		Sheri Adams	X	Barbara K. Smith	X
Goochland County		Gary Mitchell (A)		Chessa Walker (A)	X
Austin Goyne	X	Hanover County		Henrico County	
Thomas M. Coleman (A)		Joseph E. Vidunas	X	Todd Eure	X
New Kent County		Randy Hardman (A)		Sharon Smidler (A)	
Amy Inman	X	Powhatan County		City of Richmond	
Kelli Le Duc (A)		Bret Schardein (A)		Dironna Moore Clarke Chair	X
Non-Voting Members					
GRTC Transit System		CVTA		PlanRVA/RRTPO	
Frank Adarkwa		Chet Parsons	X	Myles Busching	X
Patricia Robinson (A)	X	VDOT		RMTA	
VDRPT		Dale Totten		Joi Taylor Dean	
Tiffany T. Dubinsky	X	Mark Riblett (A)		Virginia Port Authority	
Wood Hudson (A)		Liz McAdory (A)		Barbara Nelson	

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](#).

1. Welcome and Introductions

The Central Virginia Transportation Authority (CVTA) Technical Advisory Committee (TAC) Chair, Barbara Smith, presided and called the CVTA Technical Advisory Committee (TAC) regular meeting to order at 1:00 p.m.

2. Roll Call & Certification of a Quorum

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

3. Consideration of Amendments to the Agenda

Chair Smith suggested that the agenda be amended to hear item 8. CVTA Regional Deallocation Policy ahead of item 7. CVTA Regional Project Selection and Allocation Framework

On motion by Dironna Moore Clarke, seconded by Amy Inman, the members of the CVTA Technical Advisory Committee voted unanimously to approve the meeting agenda as amended (voice vote).

4. Approval of September 9, 2024, CVTA TAC Meeting Minutes

On motion by Sherri Adams, seconded by Austin Goyne, the members of the CVTA Technical Advisory Committee voted unanimously to approve the meeting minutes as presented (voice vote; Todd Eure abstained).

5. Public Comment Period

There were no requests to address the committee.

6. CVTA TAC Chair's Report

Chair Smith did not have a formal report.

8. Regional Funding Deallocation Policy

Chet Parsons reviewed the draft policy with the most recent revisions that were developed by the working group that met to address the necessary changes to the draft. He noted that the current draft states that TAC will make the first recommendation for a project to be deallocated, followed by the Finance Committee, and then the request will go to the full Authority. Project sponsors and/or VDOT will have the opportunity by the Authority to respond to the proposed deallocation.

Committee members had questions about resetting the adjusted leveraging amounts and Mr. Parsons clarified that that can be done multiple times.

There was discussion about whether the CVTA would execute SPAs for projects that were not fully funded in order for the project to go through preliminary engineering. It was clarified that currently, for projects that are using regional funds for leveraging, the funds are not available for use until the project is fully funded. It was suggested that the deallocation policy be recommended for approval, then the group will take another look at the framework document to address that issue.

On motion by Amy Inman, seconded by Sherri Adams, the members of the CVTA Technical Advisory Committee voted to recommend full Authority approval of the Regional Funding Deallocation Policy (voice vote).

7. CVTA Regional Project Selection and Allocation Framework

Chair Smith suggested deferring action on the framework document until the remaining issues can be addressed. Mr. Parsons reviewed the activity-based scoring method (for transit projects) and buffer projects based on tier. Following discussion, there was consensus to review the scoring methods at the next meeting.

On motion by Dironna Moore Clarke, seconded by Austin Goyne, the members of the CVTA Technical Advisory Committee voted to recommend full Authority approval of the CVTA Regional Project Selection and Allocation Framework (roll call vote; see below)

9. Fall Line Trail Long-Term Management/Maintenance

Mr. Parsons reviewed the options that have been discussed about long-term management/maintenance of the trail. The committee members discussed numerous pros and cons of the various methods. There was discussion about the possible involvement of the State Trails Office. With the state's emphasis on

funding trails, there is the possibility of soliciting state funds for the long-term maintenance. Staff will look into how best to pursue that possibility. The matter will be on the next agenda for further discussion.

10. Regional Cash Flow Spend Down update

Mr. Parsons reviewed the latest version of the spend-down. Staff is seeking TAC's input on updating the information in the document. The spreadsheet will be sent out to each locality to review and provide their respective updates.

A due date of November 22, 2024, was set. It will then be compiled for the December TAC meeting and presented to the Authority in January.

11. CVTA TAC Member Comments

Austin Goyne announced that today is the last meeting he will be able to attend for the CVTA or RRTPO because he is leaving Goochland County. He noted he is looking forward to his new role in the development community.

12. Next Meeting: November 4, 2024, at 1:00 p.m.

13. Adjournment

Chair Smith adjourned the meeting at 2:05 p.m.