

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

**ZOOM MEETING SUMMARY
February 14, 2022**

Members and Alternates Present:

Town of Ashland		Charles City County		Chesterfield County	
Nora Amos	X	Rhonda Russell		Barbara K. Smith	X
		Gary Mitchell		Chessa D. Walker (A)	X
Goochland County		Hanover County		Henrico County	
Thomas M. Coleman	X	Joseph E. Vidunas	X	Todd Eure, FY22 Chair	X
Austin Goyne (A)		J. Michael Flagg (A)	X	Sharon Smidler (A)	X
New Kent County		Powhatan County		City of Richmond	
Justin M. Stauder		Bret Schardein		Dironna Moore Clarke FY22 Vice Chair	X
Kelli Le Duc (A)		Vacant (A)		Travis A. Bridewell (A)	
VDRPT*		VDOT*		Virginia Port Authority	
Jennifer B. DeBruhl	X	R. Shane Mann	X	Barbara Nelson	X
Tiffany T. Dubinsky (A)	X	Mark Riblett (A)			
		Liz McAdory (A)			
GRTC Transit System*					
Adrienne Torres	X	RMTA*		PlanRVA/RRTPO*	
Sam Sink (A)	X	Joi Taylor Dean		Chet Parsons	X

*Non-voting members

The technology used for this 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. Voting record tables are included in Appendix A. A recording of this meeting is available on the [Plan RVA YouTube Channel](#).

CALL TO ORDER, WELCOME AND INTRODUCTIONS

The Central Virginia Transportation Authority (CVTA) Technical Advisory Committee (TAC) Chair, Mr. Todd Eure, presided and called the February 14, 2022, CVTA Technical Advisory Committee (TAC) regular meeting to order at 1:00 p.m.

ROLL CALL & CERTIFICATION OF A QUORUM

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

STATEMENT REGARDING VIRTUAL MEETINGS

Chet Parsons, PlanRVA, shared the statement on virtual meetings.

1. Consideration of Amendments to the Action Meeting Agenda

There were no requested changes to the meeting agenda. Seeing and hearing no objections the February 14, 2022, agenda was approved by acclamation as presented.

2. Approval of January 10, 2022, CVTA TAC Action Meeting Minutes

On motion of Barbara Smith, seconded by Barbara Smith, the CVTA TAC unanimously approved the minutes of the January 10, 2022, action meeting by acclamation as presented (voice vote).

3. Open Public Comment Period

There were no requests to address the CVTA Technical Advisory Committee.

4. CVTA Technical Advisory Committee Chairman's Report

The Chairman reported that the Finance Committee met on February 9th. The regional project prioritization is an important matter to discuss today.

5. CVTA TAC Staff Update

a. Finance Committee Update

Mr. Parsons reported on the items heard at the recent Finance Committee meeting. No recommendation was made on debt policy. They are recommending the full Authority take action to select a financial advisory firm.

6. Regional Project Prioritization

a. Update on FY23-26 project applications – eligibility / screening

Mr. Parsons reported on the number of applications that are on the list to be considered and the number that may be revised so that they can meet the eligibility criteria.

The full model runs are not completed so that the benefit scores can be shared. It should be completed within next couple days.

b. Update on member bench contract utilization for third-party estimates

Chesterfield County's bench consultant listing is being used currently. All of the eligible firms are expected by the end of the day today. Staff will be doing an evaluation based on that. The list was limited to firms that weren't currently doing work with any of the member jurisdictions. A summary of the submittals will be compiled.

Important dates in the process:

- March 1 – evaluations complete
- March 2-4 – evaluations will be sent out for review
- March 7-11 – set aside for individual meetings with jurisdictions and the consultant to cover any questions or clarify anything regarding the review.
- March 17 – deadline to have estimates finalized; will be included in CVTA meeting agenda packet.
- April 13-15 - 15-day public comment period prior to public hearing.
- April 29 – Public hearing on FY23 to FY26 draft funding scenario.

There was discussion about including a letter of support (from the submitting jurisdiction) when a project is being submitted in a locality by another jurisdiction.

There was discussion about creating a parking lot list of things to discuss as the process is refined.

6. FY21 annual certification and FY23 expenditure plans – review of submitted documentation

Mr. Parsons reported that not all the certifications and plans have been submitted. It was recommended that no action be taken until they have all been received.

There was discussion about providing a monthly update to the Finance Committee on the status of the submittals going forward to keep everyone apprised of the status of submittals.

7. Fall Line Working Group – review of upcoming meeting agenda

Shane Mann reported that VDOT is waiting on some information from CVTA on some of the proposed design-build packages. Once that is received they're hoping to move forward. Chair Eure reported that the last working group meeting was February 1st. The group is going to establish a standing monthly meeting date.

8. CVTA TAC Member Comments

There were no member comments.

9. Next Meeting: March 14, 2022

10. Adjournment

Chairman Eure adjourned the meeting at 2:19 p.m.

CAP/jf