

## Central Virginia Transportation Authority (CVTA)

### Technical Advisory Committee (TAC)

#### Meeting Minutes

Monday, June 9, 1:00 p.m.

Zoom Meeting

#### Members and Alternates Present:

Voting Members					
<b>Town of Ashland</b>		<b>Charles City County</b>		<b>Chesterfield County</b>	
Nora Amos		Sheri Adams	X	Barbara K. Smith, Chair	X
<b>Goochland County</b>		Gary Mitchell (A)		Chessa Walker (A)	X
Patrick Longerbeam	X	<b>Hanover County</b>		<b>Henrico County</b>	
Josh Gillespie		Joseph E. Vidunas	x	Sharon Smidler	X
<b>New Kent County</b>		William Hardman (A)		Kristen Burton (A)	
Amy Inman	X	<b>Powhatan County</b>		<b>City of Richmond</b>	
		Ligon Webb	X	Dironna Moore Clarke	X
Non-Voting Members					
<b>GRTC Transit System</b>		<b>CVTA</b>		<b>PlanRVA/RRTPPO</b>	
Frank Adarkwa		Chet Parsons	X	Myles Busching	
Patricia Robinson (A)		<b>VDOT</b>		<b>RMTA</b>	
<b>VDRPT</b>		Dale Totten		Joi Taylor Dean	
Tiffany T. Dubinsky		Mark Riblett (A)	X	<b>Virginia Port Authority</b>	
Wood Hudson (A)	X	Liz McAdory (A)		Barbara Nelson	X

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

There were no requested amendments to the agenda.

#### **4. Approval of May 12, 2025, CVTA TAC Meeting Minutes**

On motion by Dironna Moore Clarke, seconded by Sheri Adams, 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. Bond Issuance – Update from Finance Directors Work Group**

Chet Parsons reviewed the recent meeting of the locality Finance Directors. The following was discussed:

1. The earliest date for issuance would be Spring 2026
2. Expect a 24-month spend window from the date of issuance for a CVTA bond package
3. \$300 million maximum leverage for the region
4. Submit **one** high-priority project for consideration per jurisdiction. The recommended projects will likely be presented to the Authority in August.
5. Required high-level details for each project submission:
  - a. Project name
  - b. Description
  - c. General map
  - d. Phasing timeline / Years of expenditure
  - e. Other funding sources

TAC members discussed the timeframe and process. There was also discussion about the spend down plans and how they can be utilized in this process to track the availability of funds from year to year.

Mr. Parsons will send requested information to the committee members following the meeting.

#### **7. Quarterly Reporting Update – Regional Projects**

Mr. Parsons reviewed the information that is available at CVTAVA.org for committee members to access. The quarterly report location and how to download it was explained.

#### **8. Spend Down Plans – Questions Prior to June 27<sup>th</sup> Deadline**

Mr. Parsons asked if any members had questions about the regional spend down plans leading up to the June 27 deadline. He clarified that localities should add any new projects that are added, including newly added SPAS. It was suggested that staff add any new SPA that is executed.

#### **9. CVTA TAC Member Comments**

There were no member comments.

#### **10. Next Meeting: July 14, 2025, at 1:00 p.m.**

#### **11. Adjournment**

Chair Smith adjourned the meeting at 1:46 p.m.