

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

**ZOOM MEETING MINUTES  
August 14, 2023**

**Members and Alternates Present:**

Voting Members					
<b>Town of Ashland</b>		<b>Charles City County</b>		<b>Chesterfield County</b>	
Nora Amos	X	Gary Mitchell	X	Barbara K. Smith, Vice Chair	X
<b>Goochland County</b>		Rhonda Russell (A)	X	Chessa D. Walker (A)	X
Austin Goynes		<b>Hanover County</b>		<b>Henrico County</b>	
Thomas M. Coleman (A)	X	Joseph E. Vidunas		Todd Eure	X
<b>New Kent County</b>		<b>Powhatan County</b>		Sharon Smidler (A)	X
Amy Inman		Bret Schardein		<b>City of Richmond</b>	
Kelli Le Duc (A)	X	Vacant (A)		Dironna Moore Clarke, Chair	X
Non-Voting Members					
<b>GRTC Transit System</b>		<b>PlanRVA/RRTP</b>		<b>RMTA*</b>	
Adrienne Torres		Chet Parsons	X	Joi Taylor Dean	
<b>VDOT</b>		<b>VDRPT</b>	X	<b>Virginia Port Authority</b>	
Dale Totten		Tiffany T. Dubinsky	X	Barbara Nelson	
Mark Riblett (A)		Daniel Wagner (A)			X
Liz McAdory (A)					

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](#).

Virtual participation of this meeting by members of the committee is authorized under the City of Richmond Res. No. 2020-R025, - declaration of a local emergency due to the potential spread of COVID-19, adopted March 16, 2020. The resolution is available [here](#).

**1. Welcome and Introductions**

The Central Virginia Transportation Authority (CVTA) Technical Advisory Committee (TAC) Chair, Dironna Moore Clarke, presided and called the August 14, 2023, CVTA Technical Advisory Committee (TAC) regular meeting to order at 1:00 p.m.

**2. Roll Call & Certification of a Quorum**

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

### **3. Consideration of Amendments to the Agenda**

On motion by Barbara K. Smith, seconded by Todd Eure, the members of the CVTA Technical Advisory Committee voted unanimously to change Item 9. – Fall Line Trail Updates – DB 2 & 3 from an information item to an action item (voice vote).

### **4. Approval of June 12, 2023, CVTA TAC Meeting Minutes**

On motion by Todd Eure, seconded by Austin Goyne, 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. CVTA TAC Chair's Report**

Chair Clarke did not have a formal report but asked Chet Parsons to report on the status of the CVTA Executive Director position. Mr. Parsons reported that the Authority voted to select him for the position and the details are being worked out.

### **7. FY23 Annual Certification/quarterly Reporting and FY24 Expenditure Plans**

#### **a. FY23 Annual Certifications and FY23 Quarterly Reporting**

#### **b. FY24 Local Allocation Plan**

Chair Clarke confirmed that members have had a chance to review the documents. Chet Parsons, PlanRVA, explained the reports and offered to answer any questions.

It was noted that quarterly reports are just for local CVTA revenues. Regional CVTA revenue expenditures by a locality are not to be included.

There was a discussion about revisions to the submitted information. The matter will be brought back on the September agenda for action so that members can review the revisions prior to full Authority action.

### **8. VDOT-CVTA Standard Project Agreements ([link to documents here](#))**

Mr. Parsons reported on the agreements that have been received and noted that the plan is to develop a more streamlined document for future SPA submissions. The form will be similar to the CVTA-Locality agreements. The new format will be available for members to review at the next meeting.

Mark Riblett, VDOT, reported that following CVTA approval, the agreements will go before the Commonwealth Transportation Board (CTB). Full execution and posting of the funds will occur after CTB approval.

On motion by Todd Eure, seconded by Austin Goyne, the members of the CVTA Technical Advisory Committee voted unanimously to recommend full Authority approval of the Standard Project Agreements for Funding and Administration between Central Virginia Transportation Authority and Virginia Department of Transportation, and to authorize the Chairman to execute the agreements, and CVTA staff to take all actions necessary and prudent to fulfill the terms of the agreements.

Town of Ashland	Vote	Charles City County	Vote	Chesterfield County	Vote
Nora Amos	X	Gary Mitchell	X	Barb Smith	X
Goochland County		Hanover County		Henrico County	
Austin Goyne	X	Joseph E. Vidunas	X	Todd Eure	X
New Kent County		Powhatan County		City of Richmond	
Amy Inman	X	Bret Schardein		Dironna Moore Clarke, Chair	X

### 9. Fall Line Trail Updates – DB 2 & 3

Liz McAdory, VDOT, reported that DB2 should be advertised later this year. Cost increases are expected. DB3 is contingent on the decisions from DB2.

VDOT has identified cultural resource impacts that require the original alignment of Design Build 2 (the Fall Line Trail Southern Section from Patton Park/Petersburg – Route 10/Chester; DB2) to be revised. VDOT presented two alternative alignments: 1) Blue Alignment – off-road alignment, shifted further east; estimated at \$87 million; 2) Green Alignment – on-road alignment utilizing Chesterfield Avenue and E. River Road; estimated at \$70 million. Chesterfield, Colonial Heights, Petersburg and FOLAR have reviewed the alternatives and support the off-road Blue Alignment. In addition, they agree that it is a priority to make the connection between Petersburg and Chester.

Chesterfield County requested the transfer of CVTA regional funds (\$25 million) from Design Build 3 (DB3) to DB2. The VDOT procurement process requires demonstration of full funding of DB2 to move forward; therefore, VDOT will need to adjust the termini of DB2 to match the available funding. A draft SPA agreement to allow VDOT to use the \$25 million in CVTA regional funds for DB2 could be brought to the next CVTA TAC meeting.

On motion by Barbara K. Smith, seconded by Todd Eure, the members of the CVTA Technical Advisory Committee voted unanimously to recommend full Authority approval of transferring \$25 million from DB3 to DB2 and allowing VDOT to bring the SPA agreement to the next meeting for action.

Town of Ashland	Vote	Charles City County	Vote	Chesterfield County	Vote
Nora Amos	X	Gary Mitchell	X	Barb Smith	X
Goochland County		Hanover County		Henrico County	
Austin Goyne	X	Joseph E. Vidunas	X	Todd Eure	X
New Kent County		Powhatan County		City of Richmond	
Amy Inman	X	Bret Schardein		Dironna Moore Clarke, Chair	X

### 10. Spend Down Plans

Ms. Smith reported that the financial manager for the CVTA has requested the regional spend down plan. Each locality is asked to look at their active CVTA regionally funded projects and estimate when and how the funds will be spent.

Members were asked to submit their estimates by the end of the month.

## **11. CVTA Regional Projects Cycle - updates**

### **a. Draft schedule**

Mr. Parsons reviewed the working schedule of when things will happen with round three of CVTA regional funding. Localities will be able to fill in their submissions in September.

There was a discussion about the process to bring third-party consultants will be on board. It can be done through an RFP or through use of a bench contract.

### **b. Candidate Project Database**

Mr. Parsons also reported that the plan is to create a candidate project database in the next two to five years. A spreadsheet will be developed and sent out for members to fill in their information. It will be helpful for better fiscal planning. This is expected to be a working database to assist with plans for future applications. It was noted that this will also help the CVTA with its decision on bonding. The plan is to have this ready within a month.

## **12. September CVTA TAC Meeting Date**

Mr. Parsons reported there is a conflict with the current date.

On motion by Nora Amos, seconded by Gary Mitchell, the members of the CVTA Technical Advisory Committee voted unanimously to reschedule meeting to September 12, 2023, at 1:00 p.m. (voice vote).

## **9. Next Meeting: Monday, September 12, 2023, at 1:00 p.m.**

## **10. Adjournment**

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