

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

**ZOOM MEETING MINUTES
August 8, 2022**

Members and Alternates Present:

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

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, Dironna Moore Clarke, presided and called the August 8, 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.

1. Consideration of Amendments to the Meeting Agenda

There were no requested amendments to the agenda and the agenda was approved as presented.

2. Approval of July 11, 2022, CVTA TAC Action Meeting Minutes

On motion of Todd Eure, seconded by Nora Amos, the CVTA TAC unanimously approved the minutes of the July 11, 2022, meeting as presented.

3. Open Public Comment Period

There were no requests to address the committee.

4. CVTA Technical Advisory Committee Chairman's Report

Chair Clarke reported her intent to develop an ad hoc committee called Regional Transit Development. The group would focus on expansion, essential infrastructure, ensuring community voices are heard, operational analysis and other related topics. Her goal is to see the group meet to update the FY23 Transit Plan or focus on where the plan needs to go for FY24. The membership for the group would potentially be the Executive Director of RVA Rapid Transit, GRTC's Chief Development Officer, community members, representatives from CVTA TAC (all member localities that would like to participate) and DRPT.

5. FY22 annual certification/quarterly reporting and FY23 expenditure plans

a. FY22 Annual Certifications and FY22 Quarterly Reporting

Chet Parsons, PlanRVA, explained that several localities have submitted their reports and others will be coming in. The group discussed the report formatting and the importance of getting feedback from locality Finance/Audit departments.

b. FY23 Local Allocation Plan

Mr. Parsons provided an update on the local allocation plan. There was discussion about requesting the Finance Directors Working Group to look into the staffing figures for clarification on the fringe/overhead portion of that category.

On motion by Austin Goyne, seconded by Barbara K. Smith, the CVTA TAC voted to recommend CVTA approval of the FY23 Local Allocation Plan (see Appendix A).

6. CVTA Regional Project Selection and Allocation Framework

Mr. Parsons explained that the framework was developed with the understanding that it will need updating periodically. The group reviewed and discussed a draft list of parking lot items. The list will be revised and further reviewed.

There was discussion about revising the process to have VDOT do the cost estimates rather than a third party. Third party estimates could be used for projects that will not be administered by VDOT.

7. Fall Line Working Group – Update

Chair Clarke provided a recap of the items discussed at the last working group meeting, which was held on August 3rd. Mr. Parsons reported that the working group will be the group that will work through the prioritization process and bring it forward for approval. VDOT is developing their first cut with initial impressions of the prioritization for the remainder of projects outside of the north and southbound design build projects. The working group will use that

as their baseline for further discussion and refinement leading up to bringing a recommendation to TAC.

8. CVTA TAC Member Comments

Chair Clarke asked for members to contact her with feedback on the ad hoc committee she is proposing.

Adrienne Torres commented that GRTC has met with representatives from all the jurisdictions regarding Microtransit. The Public Transportation Work Group meeting for tomorrow will help develop the scope for GRTC’s phase two effort.

9. Next Meeting: September 12, 2022

Chair Clarke confirmed the next meeting date.

10. Adjourn

The meeting was adjourned at 2:27 p.m.

APPENDIX A

CVTA Technical Advisory Committee (TAC) – Voting Record Tables

Item 5.-b. - FY23 Local Allocation Plan

Jurisdiction/Agency	Member/Alternate (A)	Aye	Nay	Abstain	Absent
Town of Ashland	Nora Amos	X			
Charles City County	Rhonda Russell	X			
Chesterfield County	Vice Chair Barbara K. Smith	X			
Goochland County	Austin Goyne	X			
Hanover County	Joseph E. Vidunas	X			
Henrico County	Todd Eure	X			
New Kent County	Justin M. Stauder	X			
Powhatan County	Bret Schardein	X			
City of Richmond	Chair Dironna Moore Clarke	X			
TOTAL		9			