

CENTRAL VIRGINIA TRANSPORTATION AUTHORITY

MINUTES OF ACTION MEETING

Zoom Virtual Meeting

March 26, 2021

8:30 a.m.

Members Present:

Jurisdiction/Agency	Member	Present	Absent
Town of Ashland	John H. Hodges	x	
Charles City County	William G. Coad	x	
Chesterfield County	Kevin P. Carroll, Vice Chair	x	
Goochland County	Neil Spoonhower	x	
Hanover County	W. Canova Peterson	x	
Henrico County	Frank J. Thornton, Chair	x	
New Kent County	Patricia A. Paige	x	
Powhatan County	David T. Williams	x	
City of Richmond	Mayor Levar M. Stoney	x	
VA House of Delegates	Delegate Delores McQuinn	x	
Senate of Virginia	Senator Jennifer L. McClellan	x	
Commonwealth Transportation Board	Carlos M. Brown	x	

Non-Voting Ex-Officio

Agency	Member	Present	Absent
VDRPT	Jennifer Mitchell	x	
VDOT	Shane Mann (Designee)	x	
GRTC Transit System	Julie Timm	x	
RMTA	Joi Taylor Dean	x	

The Central Virginia Transportation Authority meeting was held by electronic communication means as set forth by the April 22, 2020 actions of the General Assembly in response to the continued spread of novel coronavirus, or COVID-19. 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 attached to the action meeting minutes in Appendix A. A recording of this meeting is available on the [Plan RVA YouTube Channel](#).

CALL TO ORDER

The Central Virginia Transportation Authority (CVTA) Chairman, Frank J. Thornton, presided and called the March 26, 2021 Central Virginia Transportation Authority action meeting to order at 8:30 a.m.

ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM

Nicole Mueller, Program Coordinator for the RRTPO at PlanRVA, took attendance by roll call and certified that a quorum was present.

A. ADMINISTRATION

1. Consideration of Amendments to the Action Meeting Agenda

There were no requested changes to the meeting agenda.

On motion of Carlos M. Brown, seconded by John H. Hodges, the Authority unanimously approved the agenda of the March 26, 2021 meeting by acclamation as presented (voice vote).

2. Approval of February 26, 2021 CVTA Action Meeting Minutes

There were no comments or corrections to the February 26, 2021 CVTA action meeting minutes.

On motion of W. Canova Peterson, seconded by Levar M. Stoney, the Authority unanimously approved the minutes of the February 26, 2021 meeting by acclamation as presented (voice vote).

3. Open Public Comment Period

There were no requests to address the CVTA.

B. COMMITTEE REPORTS

6.b. Distribution of the 15% Funds to GRTC

The CVTA Finance Committee Chair Stoney reported that the Finance Committee requested this item be brought to the full Authority to determine the timeline for transferring the 15% Funds to GRTC to provide transit and mobility services in Planning District 15.

On motion of Kevin P. Carroll, seconded by Carlos M. Brown, the Authority unanimously approved the following resolution as presented (see Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) releases payment to GRTC for the 15% Funds received from CVTA revenues.

6.c. Action on CVTA Administrative & Operating Expense Budget – FY 2022 Draft

The CVTA Finance Committee Chair Stoney reported that the revised Draft FY 2022 CVTA Administrative and Operating Expense Budget was reviewed at the March 10th, 2021 Finance Committee meeting and recommended to schedule a public hearing as amended.

The Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution as recommended by the CVTA Finance Committee (see Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) schedules a public hearing for April 30, 2021 and authorizes PlanRVA to incur expenses associated with advertisement of public hearing and public review of the proposed FY 2022 Administrative and Operating Expense Budget.

6.d. Future Staffing Needs of the CVTA

The CVTA Finance Committee members requested this topic be brought to the full Authority to begin the discussion regarding future staffing needs as the CVTA matures. The committee has requested PlanRVA provide a proposal for consideration at the upcoming (April) committee meeting regarding continuation of administrative support services for FY2022. A recommendation regarding that proposal or other administrative staff support options will be made to the Authority at a future meeting.

A presentation to the CVTA Finance Committee and the Authority on the specifics of the staffing capacity and structure by the Northern Virginia Transportation Authority (NVTA) and Hampton Roads Transportation Accountability Commission (HRTAC) will be scheduled at their April meetings.

C. OTHER BUSINESS

8. Next CVTA Authority Meeting: April 30, 2021

The next action meeting will be held on April 30, 2021, beginning at 8:30 a.m.

D. ADJOURNMENT:

Chairman Thornton adjourned the meeting at 9:48 a.m. on March 26, 2021.

CAP/nm