

CENTRAL VIRGINIA TRANSPORTATION AUTHORITY

MINUTES OF ACTION MEETING

Friday, April 30, 2021

8:30 a.m.

Zoom Video Webinar

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 Video Webinar 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 April 30, 2021 Central Virginia Transportation Authority action meeting to order at 8:34 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 Kevin P. Carroll, the Authority unanimously approved the agenda of the April 30, 2021 meeting by acclamation as presented (voice vote).

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

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

On motion of W. Canova Peterson, seconded by Delegate McQuinn, the Authority unanimously approved the minutes of the March 26, 2021 CVTA action meeting by acclamation as presented (voice vote).

3. Open Public Comment Period – General Input

There were no requests to address the CVTA.

4. CVTA Chairman's Report

Per the CVTA Bylaws, the officers' (Chair and Vice-Chair) terms of office will expire at the end of June 2021 (or until their successors are elected). New officers are to be elected at the annual meeting, which is the regular meeting in July (See Bylaws, Art. IV(A)). Officers are eligible for reelection for an additional one-year term (See Bylaws, Art. III(B)). At the July/annual meeting, the Nominating Committee will submit a slate of officers (Chair and Vice-Chair) for election by the board. Chair Thornton appointed a nominating committee, subject to the approval of the Authority:

- Patricia A. Paige, Chair of the CVAT Nominating Committee, New Kent County
- W. Canova Peterson, Hanover County
- John H. Hodges, Town of Ashland
- David T. Williams, Powhatan County

On motion of Kevin P. Carroll, seconded by Delegate McQuinn, the Authority unanimously approved the CVTA Nominating Committee appointments by acclamation as presented (voice vote).

B. PUBLIC HEARING

5. FY22 Revenue Projections, Distributions and Administrative and Operating Expense Budget – Public Hearing

A public hearing was held regarding the proposed FY 2022 CVTA Administrative and Operating Expense Budget. A 15-day public comment period on the proposed draft budget from Thursday, April 15th through April 29th preceded the public hearing. No public comment or testimony was received.

Staff recommended one amendment to address the final cost negotiations for the FY21 audit; a proposal for a minor modification to the FY22 Administrative and Operating Expense Budget to include \$19,000 for FY2021 Audit Services was put forward.

On motion of Kevin P. Carroll, seconded by David T. Williams, the Authority unanimously approved the following resolution as amended (see Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) adopts the FY 2022 Revenue Projections, and Distributions and Administrative and Operating Expense Budget.

FURTHER RESOLVED, that the Central Virginia Transportation Authority (CVTA) moves \$4,000 from the line item Reserves for Contingency to the line item Audit to include \$19,000 for FY 2021 Audit Services.

C. COMMITTEE REPORTS

6.a. Draft Memorandum of Agreement (MOA) with GRTC

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) approves the draft Memorandum of Agreement (MOA) with GRTC.

D. OTHER BUSINESS

9. Next CVTA Authority Meeting: May 28, 2021

The next action meeting will be held on May 28, 2021, beginning at 8:30 a.m. The May Authority meeting is tentatively scheduled to take place at the [VDOT Richmond District Offices](#) in Chesterfield County, Virginia. A virtual participation option will be offered.

E. ADJOURNMENT:

Chairman Thornton adjourned the meeting at 10:13 a.m. on April 30, 2021.

CAP/nm