

CENTRAL VIRGINIA TRANSPORTATION AUTHORITY

MINUTES OF ACTION MEETING

Greater Richmond Convention Center & GoToMeeting Virtual Meeting

August 27, 2020

11:00 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	Del. Delores McQuinn	x	
Senate of Virginia	Sen. Jennifer L. McClellan		x
Commonwealth Transportation Board	Carlos M. Brown	x	

Non-Voting Ex-Officio

Agency	Member	Present
VDRPT	Jennifer Mitchell	x
VDOT	Stephen C. Brich	x
GRTC Transit System	Julie Timm	x
RMTA	Joi Taylor Dean	x

The Central Virginia Transportation Authority meeting was held in-person at the Greater Richmond Convention Center and 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 GoToMeeting 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

The Richmond Regional Transportation Planning Organization (RRTPO) Secretary, Chet Parsons, presided and called the August 27, 2020 Central Virginia Transportation Authority action meeting to order at 11:00 a.m.

ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM

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

Approval of CVTA Board Meeting Agenda

On motion of Frank J. Thornton, seconded by John H. Hodges, the CVTA Board unanimously approved the August 27, 2020 meeting agenda as presented (see Appendix A).

A. ADMINISTRATION

1. Approval of CVTA Governance Documents

On motion of David T. Williams, seconded by W. Canova Peterson IV, the CVTA unanimously approved the following resolution as amended (see Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) appoints the two (2) additional members of the CVTA Finance Committee as amended in the Bylaws Article V Section B.2.

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

RESOLVED, that the Central Virginia Transportation Authority (CVTA) Finance Committee elects the Chair and the Vice Chair of the CVTA Finance Committee as amended in the Bylaws Article V Section B.3.

On motion of Patricia A. Paige, seconded by David T. Williams, the CVTA unanimously approved the following resolution as amended (see Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) Chair shall recommend a nominating committee subject to the approval of the Authority as amended in the Bylaws Article III Section C.

The motion by W. Canova Peterson IV, seconded by David T. Williams, that the CVTA Chair and Vice Chair shall be elected from the voting members of the jurisdictions failed (see Appendix A).

On motion of Kevin P. Carroll, seconded by Neil Spoonhower, the CVTA unanimously approved the following resolution as amended (see Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) approves the Bylaws as amended.

Recess: The Authority took a 15-minute break. The Authority reconvened at approximately 1:30 p.m.

The motion by Neil Spoonhower, seconded by W. Canova Peterson IV, that the bylaws be reconsidered, after the proposed amendment to Article III Section A. was defeated, failed (see Appendix A).

On motion of Carlos M. Brown, seconded by John H. Hodges, the CVTA unanimously approved the following resolution as amended (see Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) approves the Guidance Documents as presented.

2. Election of CVTA Officers

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

RESOLVED, that the Central Virginia Transportation Authority (CVTA) elects Mr. Frank J. Thornton as FY21 Chair.

The motion by Carlos M. Brown that the CVTA elects Mayor Levar M. Stoney as FY21 Vice Chair failed.

The motion by David T. Williams that the CVTA elects Kevin P. Carroll as FY21 Vice Chair failed.

Recess: On motion of Carlos M. Brown the Authority took a 15-minute break. The Authority reconvened at approximately 2:15 p.m.

On motion of Mayor Levar M. Stoney, the CVTA approved the following resolution (see Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) elects Mr. Kevin P. Carroll as FY21 Vice Chair.

3. Action on Establishment of CVTA Committees

a. CVTA Finance Committee

The Chair of the Authority, Mr. Frank J. Thornton, appointed Mayor Levar Stoney, Mr. Kevin Carroll, and Mr. Frank Thornton as members of the CVTA Finance Committee according to Article V Section B.2. of the CVTA Bylaws.

On motion of Kevin P. Carroll and Mayor Levar M. Stoney the Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution (see Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) appoints W. Canova Peterson IV and Carlos M. Brown as additional members of the CVTA Finance Committee.

Recess: The Authority took a 5-minute recess to allow the CVTA Finance Committee to be brought to order and conduct their elections of the CVTA

Finance Committee Chair and Vice Chair. The Authority reconvened at approximately 2:25 p.m.

On motion of Mayor M. Stoney, seconded by Kevin P. Carroll, the Central Virginia Transportation Authority (CVTA) Board unanimously approved the following resolution (see Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) authorizes the CVTA Finance Committee to undertake the following priorities at a minimum:

- a. Review and recommend a Draft FY21 Operating Budget for Authority approval
- b. Initiate a Request for Proposals for certain services required by the Authority (Banking, Insurance, Financial Services)
- c. Review and recommend a Draft Agreement for Revenue Transfers with the Virginia Department of Transportation

B. NEW BUSINESS

2. Action on Plan RVA Organizational Support Services

On motion of Kevin P. Carroll, seconded by W. Canova Peterson IV, the Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution (see Appendix A):

RESOLVED, that the Central Virginia Transportation Authority (CVTA) accepts the offer of support services from Plan RVA and to direct the Finance Committee to initiate an agreement.

C. OTHER BUSINESS

4. Next CVTA Board Meeting: TBD

A suggested schedule for the continuation of CVTA meetings throughout the rest of the year will be provided at the next meeting.

D. ADJOURNMENT:

Chairman Thornton adjourned the meeting at 3:15 p.m. on August 27, 2020.

CAP/nm