

CENTRAL VIRGINIA TRANSPORTATION AUTHORITY

**MINUTES OF ACTION MEETING
Training Center – Henrico County & Zoom
October 30, 2020
8:30 a.m.**

Members Present:

Jurisdiction/Agency	Member	Present	Absent
Town of Ashland	John H. Hodges	x	
Charles City County	William G. Coad (virtual)	x	
Chesterfield County	Kevin P. Carroll, Vice Chair	x	
Goochland County	Neil Spoonhower (virtual)	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 (virtual)	x	
Senate of Virginia	Sen. Jennifer L. McClellan (virtual)	x	
Commonwealth Transportation Board	Carlos M. Brown (virtual)	x	

Non-Voting Ex-Officio

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

The Central Virginia Transportation Authority meeting was held in-person at the Henrico County Training 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 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. 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 October 30, 2020 Central Virginia Transportation Authority action meeting to order at 8:40 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.

A. ADMINISTRATION

1. Approval of CVTA Meeting Agenda

Upon determination made by the Authority present at the meeting the following action item was added to the agenda: B.4. GRTC Regional Public Transportation Plan.

On motion of David T. Williams, seconded by Kevin P. Carroll, the CVTA unanimously approved the October 30, 2020 meeting agenda as amended.

2. Approval of August 27, 2020 CVTA Action Meeting Minutes

On motion of David T. Williams, seconded by W. Canova Peterson, the CVTA unanimously approved the minutes of the August 27, 2020 action meeting as presented.

B. NEW BUSINESS

1. Action on the Draft Agreement for Revenue Transfers with the Virginia Department of Transportation

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

RESOLVED, that the Central Virginia Transportation Authority (CVTA) approves the Memorandum of Agreement Between the Virginia Department of Transportation and the Central Virginia Transportation Authority as presented.

2. Action on Insurance Services

On motion of David T. Williams, seconded by Patricia A. Paige, the Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution:

RESOLVED, that the Central Virginia Transportation Authority (CVTA) authorizes release of the Request for Proposals RFP# 21-01 for insurance coverage as presented.

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

RESOLVED, that the Central Virginia Transportation Authority (CVTA) creates an advertisement budget in the amount of \$5,000.

- 3. Action on the FY21 Administrative and Operating Expense Budget Draft**
On motion of W. Canova Peterson, seconded by Delegate Delores McQuinn, the Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution:

RESOLVED, that the Central Virginia Transportation Authority (CVTA) schedules a public hearing for December 4, 2020 and authorizes PlanRVA to incur expenses associated with advertisement of the public hearing and public review of the proposed administrative and operating budget.

- 4. Action on the GRTC Regional Public Transportation Plan**
On motion of Mayor Levar M. Stoney, seconded by Neil Spoonhower, the Central Virginia Transportation Authority (CVTA) unanimously approved the following resolution:

RESOLVED, that the Central Virginia Transportation Authority (CVTA) approves the use of CVTA transit funds not to exceed \$200,000 for consulting services and public outreach support in development of the FY22 Regional Public Transportation Plan based on the requirements of the CVTA legislation.

C. OTHER BUSINESS

- 1. Action on the Adoption of the Schedule for Regular Authority Meeting Dates**

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

RESOLVED, that the Central Virginia Transportation Authority (CVTA) adopts the schedule for regular Authority meeting dates as well as the meeting dates for the CVTA Technical Advisory Committee (CVTA TAC) and the CVTA Finance Committee as presented.

- 2. Public Comment Period – Open**

Public comment was given in-person during the meeting and submitted via email. A compilation of comments received was provided to Authority members on October 30, 2020 and was included in the record.

- 4. Next CVTA Authority Meeting: December 4, 2020**

The next action meeting will be held on December 4, 2020, beginning at 8:30 a.m.

D. ADJOURNMENT:

Chairman Thornton adjourned the meeting at approximately 9:55 a.m. on October 30, 2020.