

**CENTRAL VIRGINIA TRANSPORTATION AUTHORITY  
FINANCE COMMITTEE**

**MINUTES OF ACTION MEETING  
PlanRVA James River Board Room & Zoom  
November 9, 2020**

**Members Present:**

<b>Jurisdiction/Agency</b>	<b>Member</b>	
<b>Chesterfield County</b>	Kevin P. Carroll, (CVTA Vice Chair)	x
<b>Hanover County</b>	W. Canova Peterson IV Vice Chair	x
<b>Henrico County</b>	Frank J. Thornton (CVTA Chair)	x
<b>City of Richmond</b>	Mayor Levar M. Stoney, Chair	x
<b>Commonwealth Transportation Board</b>	Carlos M. Brown (virtual)	x

The Central Virginia Transportation Authority (CVTA) Finance Committee meeting was held in-person in the PlanRVA James River Board Room and made available to the public 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. A recording of this meeting is available on the [Plan RVA YouTube Channel](#).

**CALL TO ORDER**

The Central Virginia Transportation Authority (CVTA) Finance Committee Chair Mayor Levar M. Stoney presided and called the November 9, 2020 CVTA Finance Committee action meeting to order at 8:32 a.m. in the PlanRVA James River Board Room.

**ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM**

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

**1. Consideration of Amendments to the Action Meeting Agenda**

Upon determination made by the committee present at the meeting the following discussion item was added to the agenda: 6.c. Draft Standard Project Agreement for Funding and Administration between CVTA and VDOT. There were no additional changes to the meeting agenda.

On motion of Frank J. Thornton, seconded by Kevin P. Carroll, the CVTA unanimously approved the November 9, 2020 meeting agenda as amended.

**2. Approval of October 14, 2020 CVTA Finance Committee Meeting Minutes**

On motion of W. Canova Peterson IV, seconded by Frank J. Thornton, the CVTA Finance Committee unanimously approved the minutes of the October 14, 2020 meeting as presented.

**6.a. Action on Draft Agreement for Support Services from PlanRVA**

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

**RESOLVED**, that the Central Virginia Transportation Authority (CVTA) Finance Committee recommends approval of the PlanRVA Support Services Agreement.

**6.b. Action on FY21 Administrative and Operating Expense Budget**

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

**RESOLVED**, that the Central Virginia Transportation Authority (CVTA) Finance Committee recommends CVTA adoption of the budget.

**7. Action on Finance Working Group Proposed Work Plan**

On motion of Kevin P. Carroll, seconded by Frank J. Thornton, the Central Virginia Transportation Authority (CVTA) Finance Committee unanimously approved the following resolution as presented:

**RESOLVED**, that the Central Virginia Transportation Authority (CVTA) Finance Committee directs staff to move forward consistent with the plan presented by the Finance Working Group.

**ADJOURNMENT:**

On motion of Kevin P. Carroll, Chairman Stoney adjourned the meeting at 9:21 a.m. on November 9, 2020.

CAP/nm