

**MINUTES OF THE MEETING
OF THE BOARD OF DIRECTORS OF THE
RICHMOND METROPOLITAN TRANSPORTATION AUTHORITY
HELD JANUARY 12, 2021**

A meeting and of the Board of Directors of the Richmond Metropolitan Transportation Authority (“RMTA”) was held on the 12th day of January 2021, via electronic communication through the Zoom video conferencing platform as described below and pursuant to due notice.

The following Directors were present and acting throughout the meeting: Chairwoman West and Directors Brown, DuFrane, Elswick, Hardiman, Hawthorne, Hinson, Ramsey, Tart, Williams, and Woodfin.

Directors Johnson (at 12:07 p.m.) and Nelson (at 12:09 p.m.) joined the meeting in progress, as noted below. Director Johnson (at 1:30 p.m.) exited the meeting in progress, as noted below.

Directors Dabney and Whirley were absent.

Authority staff present were Ms. Dean, Ms. Johnson, Mr. Madison, Ms. Mehta, and Ms. Simmons. Also present were Heidi Abbott of Hunton Andrews Kurth; Belinda Jones and Henry Willett of Christian & Barton; and Daniel Papiernik of HNTB.

Chairwoman West presided over the meeting with Ms. Mehta acting as Secretary. There was a quorum present throughout the meeting.

The Chairwoman called the meeting to order at 12:00 p.m.

Ms. Mehta conducted a roll call of all participants on the electronic call.

Upon motion duly made, seconded and unanimously carried by the affirmative votes of all of the Board members present and pursuant to Virginia Code Section 2.2-3707 and 3708.2.A.3 of the Freedom of Information Act (“FOIA”); Article 3, Section 6 of the RMTA Bylaws; and Governor Northam’s adopted amendments to HB 29 and HB 30 concerning electronic meetings, the meeting was held electronically (via audio and/or video conference through Zoom, a remote conferencing service) and recorded in its entirety and maintained and the recording and minutes are to be made available to the public in accordance with FOIA rules and by the same method used to provide notice of the meeting. It was held electronically in accordance with Virginia Code Section 54.1-2345 and 44-146.17, and due to Governor Ralph Northam’s declaration of a state of emergency on March 12, 2020 (Executive Order Number 51) and subsequent Stay At Home Order on March 30, 2020 (Executive Order Number 55) because of the novel coronavirus/COVID-19 disease pandemic which rendered meeting in person impracticable and unsafe to assemble a quorum in a single location. Members affirmed that the purpose of the remote meeting was to discuss or transact the business statutorily required or necessary to continue operations of the public body and the discharge of its lawful purposes, duties, and responsibilities during this time. As noted above, the electronic meeting was held through Zoom and public notice was given using the same methods as has been customary for other RMTA public body meetings. Moreover, the public notice was provided contemporaneously with the notice sent to members of the Authority and arrangements were made for public access to the meeting through the video conferencing platform Zoom. Additionally, members asserted that this meeting otherwise complied with FOIA rules.

Ms. Mehta conducted a roll call of each board member’s vote. All board members present for the motion voted to approve the motion.

Director Johnson joined the meeting in progress.

Director Nelson joined the meeting in progress.

Next, Chairwoman West turned to the agenda item of the previous board minutes. Upon motion duly made, seconded and unanimously carried by the affirmative votes of all of the Board members present, the Board minutes of the Authority's meeting held on November 10, 2020 and the special meeting of the board on December 1, 2020 were approved, as previously distributed.

Ms. Mehta conducted a roll call to determine each member's agreement with the motion. All Board members present affirmatively agreed with the motion.

Next, Chairwoman West acknowledged Ms. Dean to present on Tolling Trends and the CVTA Update. First, Ms. Dean explained that generally there have been traffic and revenue impacts due to COVID-19: traffic plateaued down 15-20% below forecast; commercial traffic is strong; revenue is down for the year 15-25%; and traffic is expected to return in late 2021 or early 2022. Some tolling authorities have moved more quickly to All-Electronic Tolling ("AET") as a result. Some jurisdictions are facing toll "fatigue." Some tolling authorities are considering new payment platforms to provide additional options, such as smartphone tolling and multi-modal payment; third party vendors (Apps, PayTollo, and PayIt); and in-vehicle payment systems. Others are considering transportation technology/mobility solutions; mobility as a service (MaaS); and transit "partnerships." Ms. Simmons added that the deadline for Regional and National Interoperability remains December 2021. There are congestion relief strategies such as urban congestion pricing and RUC (roadway usage) and VMT (vehicles miles traveled).

Next, Ms. Dean provided a Central Virginia Transportation Authority ("CVTA") update: The Finance Committee met on January 5 to discuss insurance, banking, and fiscal agent

agreements; financial policies and procedures; and the FY22 Operating and Administrative Budget. The Technical Advisory Committee met on January 11 and discussed the Regional Public Transportation Plan and the Transit Governance Report. The Full Authority Meeting is scheduled for January 29.

Next on the agenda was the Toll System Update agenda item. At that time and at the request of Chairwoman West, the Board considered a motion to convene in executive session pursuant to Virginia Code §2.2-3711.A(8) and (A)(29) of the Virginia Freedom of Information Act as it relates to legal and contract matters. Such motion was duly moved, seconded and approved by all Board members noted above as being present.

Ms. Mehta conducted a roll call to determine each member's agreement with the motion. All Board members present affirmatively agreed with the motion.

The Board reconvened in open session and considered a motion pursuant to Virginia Code §2.2-3712(D) that, to the best knowledge of each Board member present, (i) only such public business matters lawfully exempted from open meeting requirements, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Board and that a statement to such effect would appear in the minutes of the meeting. Such motion was duly made, seconded and approved by all Board members present.

Ms. Mehta conducted a roll call to determine each member's agreement with the motion. All Board members present affirmatively agreed with the motion.

Next, Ms. Simmons provided the Operations Report, referring Board Members to the written report in the agenda packet.

Next, Mr. Madison then provided the Traffic and Revenue Report as included in the agenda packet. Regarding traffic highlights, he noted that December 2020 had one more commuting day as compared to the prior year; however, the impact of the COVID-19 virus pandemic continues to be significant to traffic volume. Monthly gross traffic decreased by an estimated 1.5 million vehicles or 27.9% when compared to the prior year. Year to date traffic for fiscal year 2021 is approximately 29.1% behind the prior year. Fiscal year 2021 toll revenue of \$14.2 million is approximately 2.1% under the budget estimate through December 2020. Fiscal year to date expenses of \$6.0 million are 19.4% under budget expectations. Fiscal year 2021 revenue and expense amounts are projected to demonstrate compliance with required debt coverage ratios.

Regarding new business, Chairwoman West recognized Director Brown for his appearance in both the Richmond Times-Dispatch and the Richmond Free Press. Director Brown thanked Chairwoman West for the recognition and shared that he was happy to serve.

Next, Chairwoman West highlighted the dates of the next board meetings: March 9; May 11; and June 8.

Director Johnson exited the meeting in progress.

Having no further business to come before the meeting, the board meeting was adjourned at 1:31 p.m.

Lisha C. Mehta

Secretary

APPROVED:

M. J. [Signature]

Vice Chairman