

**MINUTES OF ANNUAL MEETING
OF THE BOARD OF DIRECTORS OF THE
RICHMOND METROPOLITAN TRANSPORTATION AUTHORITY
HELD JUNE 8, 2021**

An annual meeting of the Board of Directors of the Richmond Metropolitan Transportation Authority (“RMTA”) was held on the 8th day of June 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, Fountain, Hardiman, Hawthorne, Hinson, Ramsey, Tart, Whirley and Williams.

Directors Dabney, Johnson and Nelson joined the meeting in progress as noted below.

Directors duFrane, Elswick and Woodfin were absent.

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

Chairwoman West presided over the meeting with Ms. Jones acting as Secretary in the absence of Ms. Mehta. There was a quorum present throughout the electronic meeting.

Chairwoman West called the meeting to order at 12:01 p.m.

Ms. Jones conducted a roll call of all participants on the electronic call as noted above.

Upon motion duly made, seconded and unanimously carried by an affirmative vote of all of the Directors 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 and maintained in its entirety pursuant to Virginia Code Section 2.2-4707 and 3708.2A.3 of FOIA; Article 3, Section 6 of the RMTA Bylaws; and Governor Northam's adopted amendments to HB 29 and HB 30. 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. The meeting was held electronically in accordance with Virginia Code Section 54.1-2345 and 44-146.17, and due to Governor Northam's declaration of a state of emergency on March 12, 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 discharge of its lawful purposes, duties, and responsibilities. As noted above, the electronic meeting was held through Zoom and public notice was given using the same methods as had 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.

Director Johnson joined the meeting in progress.

Ms. Jones conducted a roll call of each Board member's vote. All Board members present and acting during this portion of the meeting voted to approve the motion.

Chairwoman West turned to the agenda item of the minutes from the previous Board Meeting. 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 May 8, 2021 were approved.

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

Chairwoman West next turned to Director Brown for the report of the Nominations and Governance Committee. Director Brown summarized the Committee's June 8, 2021 meeting, which occurred prior to the Board Meeting. Mr. Brown reported that the Nominations and Governance Committee recommends and moves by acclamation that the current slate of officers of the Board of Directors continue in their current roles: Ms. West as Chairwoman; Mr. Tart as Vice-Chair; and Ms. Mehta as Secretary.

Ms. Jones conducted a roll call of each Board member's vote. All Board members present and acting during this portion of the meeting voted to approve the motion.

Directors Dabney and Nelson joined the meeting in progress.

After the Committee Report, Chairwoman West turned to Ms. Dean for the CEO comments. She began with an update of CVTA. Ms. Dean reported that all CVTA meetings and materials can be located on the Richmond Regional Planning District Commission website. Ms. Dean further reported that the CVTA Finance Committee met on May 12, 2021, and discussed the tax revenue collected, totaling approximately \$94 million. Of the approximate \$94 million in

revenue collected, approximately \$32 million will be reserved for regional funding, approximately \$14 million to GRTC for transit, and approximately \$46 million to be allocated to the localities. Ms. Dean reported that the Technical Advisory Committee met on May 10, 2021, and continued to work on the regional project prioritization process, which the Committee hopes to report at the June CVTA Meeting. The regional public transportation plan continues to be in progress, as well as the transit governance report, which is due to be completed by June 30, 2021. Ms. Dean reported that the full CVTA meeting was held on May 28, 2021, wherein Mr. Frank Thornton was elected to continue as Chairman and Kevin Carroll as Vice-Chairman. Director Brown commented on discussions related to CVTA staffing. Director Brown reported that CVTA originally contracted with Plan RVA for staffing and discussions continue as to whether CVTA would require its own staff, including an executive director. Director Brown further reported on discussions related to financing of projects discussed by CVTA as part of the regional project prioritization process, specifically whether those projects will be on a “pay as you go” basis or bonded. Director Brown discussed the Fall Line Trail project, a \$200 million development project, which has regional support. Director Brown reported that CVTA by this fall will have a prioritization list and issues of funding will need to be discussed further.

Next, Ms. Dean turned to the Toll System Update. At that time and at the request of Chairwoman West, the Board considered a motion to convene in executive session pursuant to Virginia Code Section 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. Jones conducted a roll call to determine each Board member’s agreement with the motion. All Board members present affirmatively agreed with the motion.

Mr. Brown exited the meeting in progress.

The Board reconvened in open session and considered a motion pursuant to Virginia Code Section 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. Jones conducted a roll call to determine each member's agreement with the motion. All Board members present affirmatively agreed with the motion.

Ms. Simmons then provided the Operations Report, referring Board members to the written report in the agenda packet. Ms. Simmons reported that the Authority is winding down its 2020 maintenance and repair and is planning for 2021 maintenance and repair projects. Upon a question raised by Director Tart, Ms. Simmons reported that COVID-19 has not impacted the ability of contractors and subcontractors to complete work.

Mr. Madison next provided the Traffic and Revenue Report, referring Board members to the written report in the agenda packet. Mr. Madison reported stronger growth on the Powhite Parkway and incremental month over month increases in traffic volume. Presently, fiscal year to date traffic volume is 19% below prior year and revenue is approximately 15% under budget. Expenses are 21% under budget. Mr. Madison reported the FY 2022 budget, as adopted, and annual reports are posted on the RMTA website and hard copies can be provided upon request.

The Board discussed the potential for Board meeting to be held on July 13, 2021.

Having no further business to come before the Board, the meeting was adjourned at 1:08

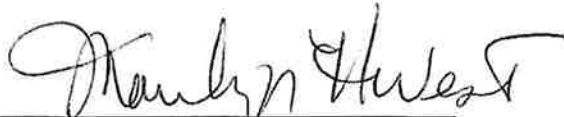
p.m.



Leslie C. Went

Secretary

APPROVED:



Marilyn West

Chairwoman West