MINUTES
JUNE 12, 2025
GRTC BOARD OF DIRECTORS
SPECIAL BOARD MEETING

Members Present:	Tyrone E. Nelson, Chair, Henrico County Jim Ingle, Vice Chair, Chesterfield County Ellen Robertson, Secretary/Treasurer, City of Richmond Dave Anderson, Chesterfield County Sharon Ebert, City of Richmond Terrell Hughes, Henrico County Nicole Jones, City of Richmond Dan Schmitt, Henrico County Barb Smith, Chesterfield County
Others Present:	Bonnie Ashley, General Counsel Sheryl Adams, Chief Executive Officer Adrienne Torres, Chief of Staff John Zinzarella, Chief Administrative Financial Officer Frank Adarkwa, Director of Planning & Scheduling Joe Dillard, Director of Equitable Innovation & Legislative Policy Jamal Briggs, Senior ITS Project Manager Jean Lombos, IT Client Services Manager Ashley Potter, Communications Manager Lora Toothman, Capital Improvement Program Manager David Wilde, IT Intern Janice Witt, Executive Assistant Stephanie Power, RVA Rapid Transit Dironna Clarke, City of Richmond

I. Call to Order & Introductions

This Special Meeting of the Board of Directors of the GRTC, Old Dominion Transit Management Company (ODTMC), and RideFinders was called to order on June 12, 2025, by Chairman Nelson at 3PM at GRTC, 3rd Floor Conference Room, 301 East Belt Boulevard, Richmond, Virginia. Video and audio of the meeting will be streamed live online and recorded for later viewing at the following web address:

II. Public Comments

The public notice, meeting agenda, and agenda attachments for this June 12, 2025 Special Meeting of the Boards of GRTC, RideFinders, and Old Dominion Transit Management Company were posted at rideGRTC.com. There were no public comments.

III. Board Meeting Minutes – May 20, 2025

Mr. Anderson motioned to approve the May 20, 2025 Board Meeting minutes. Mr. Hughes seconded, and the motion carried unanimously.

IV. Consent Agenda

A. Title VI Analysis of June 2025 Service Changes
B. Change Order – Additional Traffic Analysis for Western BRT
C. Change Request – ERP Implementation Preparation Support Services
D. Change Order – ETI Surveys and Right of Way

Mr. Ingle motioned to approve the Consent Agenda. Mr. Hughes seconded, and the motion carried unanimously.

Staff requested the Downtown Transfer Hub Solicitation Support be added to the Agenda. The Chairman requested a motion to add this item to the Agenda. Ms. Robertson motioned to approve the request, Mr. Schmitt seconded, and the motion carried unanimously.

Downtown Transfer Hub Soliciation Support
Ms. Torres reviewed the Action Item and highlighted the following: An MOU was approved by the GRTC Board in Fall 2024, and by City Council in January 2025 to progress the former public safety building site forward with the intent to develop a permanent transfer station. The City of Richmond has been awarded $2 million federal dollars that are matched with $750k City of Richmond CVTA dollars and $250k GRTC CVTA dollars to progress several parcels in the downtown area that include the future transfer station. GRTC has also applied for BUILD grant to fund construction. GRTC is coordinating with the City to move the site to the Economic Development Authority (EDA) as identified in the MOU. GRTC needs additional support from HR&A as the project progresses, to include coordination with the city on the larger downtown study regarding this project, as well as solicitation support for development. Staff recommends that the Board authorize the CEO to submit a change order/task order to HR&A for a not to exceed the amount of $203,000 to continue to support GRTC with the development of a permanent downtown bus transfer hub and mixed-use development at the former public safety building. Ms. Robertson motioned to grant staffs request, Mr. Hughes seconded, and the motion carried unanimously.

V. Action Item

A. FY26 Annual Operating and Capital Budget

Ms. Torres gave a detailed presentation on the FY26 Proposed Budget which included key expenses and revenue assumptions for the FY2026 Proposed Operating and Capital budgets. Staff recommends that the GRTC Board of Directors approve the key budget assumption that GRTC will remain fare free throughout FY2026 and adopt the GRTC FY2026 Operating Budget in the amount of $106,561,608 ($94,506,657 Baseline $12,054,951 Grant Funded Projects) and the FY2026 Capital Budget in the amount of $43,696,503 as presented in the presentation.

After a long discussion, Ms. Robertson motioned to accept the proposed budget with the amendment to cover the operational cost to keep Route 5 at 15-minute frequency and the funds will come from the FY2025 Surplus. Ms. Jones seconded, and the motion carried unanimously.

VI. Chief Executive Officer's Report

No Report

VII. Board Chair's Report

A. The regular June Board meeting has been cancelled.

VIII. Adjourn

There being no further business, the meeting adjourned at 4:30PM.

APPROVED:

Tyrone E. Nelson, Chair
GRTC Board of Directors

July 15, 2025
Date