

**Hampton Roads Transportation
Accountability Commission (HRTAC)
Summary Minutes of the June 15, 2017 Regular Meeting**

The Hampton Roads Transportation Accountability Commission (HRTAC) Regular Meeting was called to order at 12:30 p.m. in the HRTPO Regional Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

HRTAC Members in Attendance:

William D. Sessoms, Chair	John Rowe
Michael Hipple, Vice Chair**	Thomas G. Shepperd
Linda T. Johnson***	Christopher Stolle
John Cosgrove	Donnie Tuck
Alan Krasnoff	Frank Wagner
McKinley Price	Herbert Green (for Eugene Hunt)
Barry T. Porter	David Yancey
Frank Rabil	

HRTAC Executive Director

Kevin Page

HRTAC Ex-Officio Members in Attendance:

Charlie Kilpatrick	John Malbon
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Other Participants:

Secretary Aubrey Layne	
James Baker	Randy Martin
Bob Baldwin	David Miller
Jeff Florin	Neil Morgan
J. Randall Wheeler	Patrick Roberts
Dave Hansen	Doug Smith
Bryan Hill	Bryan Stilley
Tom Inglema	Andrew Trivette
Grindley Johnson	James Utterback

HRTAC Voting Members Absent:

Kenneth Alexander	Chris Jones
Rex Alphin	Eugene Hunt
Paul Freiling	

HRTAC Ex-Officio Members Absent:

Jennifer Mitchell	John Reinhart
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* Denotes Late Arrival or Early Departure

** Elected Chair during Meeting

*** Elected Vice Chair during Meeting

Others Recorded Attending:

Kelly Lackey, Earl Sorey (CH); Doug Beaver, Yovonda Bellamy, Wynter Benda, Thelma Drake, Jeff Raliski (NO); Angela Bezik (VB); Ali Soroush (C & M Associates); Donna Sayegh (Citizens for Self-Government); Scott Forehand, Don Quisenberry (ESSI/VRHR); John Bourne (HNTB); Karen McPherson (McPherson Consulting); Katie Perkins, Gary Webb (Parsons Transportation); Mark Geduldig-Yatrofsky (Portsmouthcitywatch.org); Chuck Cayton (RK&K); Scott Lovell (WSP); Jacob Brown, Tony Gibson, Martha Gross, John Lawson, Paula Miller, Dawn Odom (VDOT); Jordan Pascale (Virginian Pilot); Rob Case, Nancy Collins, Danetta Jankosky, Mike Long, Joe Turner, Chris Vaigneur (HRPDC); Jennifer Coleman (HRTAC); Kelli Arledge, Bob Crum, Mike Kimbrel, Camelia Ravanbakht (HRTPO)

Call to Order

Chair William Sessoms called the meeting to order and reminded the Commission that Hampton Roads has only one representative on the Commonwealth Transportation Board currently, and suggested that a letter be sent to the Governor requesting additional representation.

Secretary of Transportation, Aubrey Layne addressed the Commission in regards to the Hampton Roads Bridge Tunnel Project. He indicated that HRTAC's funding plan could include estimated SMART SCALE monies, and noted that for planning purposes, to expect \$100 to \$150 million dollars in the next round of SMART SCALE. Mr. Layne praised the Region's ability to earn SMART SCALE awards and indicated that the HRBT project had a high probability of receiving award monies when it was submitted for scoring. He reviewed the procurement process and said it would include conversations and proposals from private contractors on the construction method and price, as compared to a budget being set by VDOT. Secretary Layne explained that VDOT will include HRTAC in regards to the estimated budget through the procurement process, as procurement will only continue if HRTAC can fund its obligations currently. Secretary Layne stated that any tolls collected would have to be used in the same corridor by law, and reminded the Commission that although VDOT owned the road, HRTAC was a significant partner and the project was being constructed due to HRTAC monies. He noted the project had a 40% contingency, however the largest amount of funds from HRTAC will be needed three or four years from now, with the preliminary study funds being available now. Secretary Layne emphasized the importance of the HRBT project to the entire Commonwealth and its continued commitment as a partner to HRTAC.

Approval of Agenda

Mr. Herbert Green Moved to approve the agenda; Ms. Linda Johnson seconded. The Motion Carried.

Public Comment Period (limit 5 minutes per individual)

No comments by the public were offered.

Consent Items**A. Minutes of March 16, 2017 HRTAC Regular Meeting**

Mr. John Rowe Moved to approve the minutes of the March 16, 2016 HRTAC Regular Meeting; seconded by Mr. Herbert Green. The Motion Carried.

Action Items

A. Election of FY2018 Officers of the Commission

Dr. McKinley Price presented the Nominating Committee's nominations for Chair and Vice Chair of James City County Supervisor, Michael Hipple, and Suffolk Mayor, Linda Johnson, respectively.

Dr. Price Moved that the Commission adopt the proposed FY2018 Slate of Officers. The Motion Carried.

B. HRTAC Proposed FY2018 Budget

Senator Frank Wagner, Finance Committee Chair, noted the FY2018 budget had been amended from the budget presented at the March 16, 2017 meeting in regards to a reduction in COLA compensation from 3 percent to 2 percent. He indicated this change was a request of the Personnel Committee and a public hearing had been held.

Senator Frank Wagner Moved to adopt the HRTAC FY2018 Proposed Operating Budget, and authorize the HRTAC Chair and the Executive Director to implement the annual salary cost of living increase of 2 percent; seconded by Chair Michael Hipple. The Motion Carried.

C. HRTAC Adopted FY2016-FY2022 Financial Plan Adjustments

HRTAC Executive Director Kevin Page informed the Commission that minor adjustments to the Funding Plan were being proposed to reflect a refund of \$23,855,187 from the I-64 Peninsula Widening Project Phase I and noted the refund monies were going to be reallocated to I-64 Peninsula Widening Project Phase II. Mr. Page stated the High Rise Bridge Project and I-64/I-264 Interchange project obligations were going to be reduced by \$100 Million and \$50 Million respectively, in anticipation of SMART SCALE award monies. He noted the plan adjustments included a \$4 Million allocation for the Bowers Hill Environmental Impact Study, a joint partnership with the TPO. HRTAC staff had already held a public hearing for the Bowers Hill Environmental Impact Study soliciting any public input.

Mayor Alan Krasnoff Moved to Adopt Resolution 2017-04, "HRTAC Adopted FY2016-FY2022 Financial Plan Adjustments"; seconded by Delegate David Yancey. The Motion Carried.

D. I-64/I-264 Interchange-Phase II, Standard Project Services to Support Construction (UPC 17630/108041), Authorization to enter into Agreement

Executive Director Page updated the Commission on the funding and schedule of the I-64/I-264 Interchange Phase II project.

Mayor William Sessoms Moved to Adopt Resolution 2017-05 "I-64/I-264 Interchange-Phase II, Construction (UPC 17630/108041), Standard Project Agreement Execution"; seconded by Senator Frank Wagner. The Motion Carried.

E. Remaining Projects Outside of the Third Crossing SEIS – Bowers Hill Environmental Study (UPC 106724)

Executive Director Page briefed the Commission on the current status of the study and indicated that the proposed Commission action relating to the Bowers Hill study would program four million dollars of the total seven million initially allocated toward the study.

Mayor Alan Krasnoff Moved to Adopt Resolution 2017-06, “Remaining Projects Outside of the Third Crossing SEIS – Bowers Hill Environmental Study (UPC 106724)”; seconded by Mayor John Rowe. The Motion Carried.

F. HRTAC Proposed HRTAC FY2018-FY2023 Plan of Finance Update

HRTAC Finance Committee Chair, Senator Frank Wagner, explained a public hearing was needed before the final FY2018-2023 Plan of Finance could be adopted. Additionally, he noted the consequences of not having a floor on the gas tax.

Mr. Page noted that the Finance Plan would now have a fiscal year format, allowing HRTAC to align its plan with the CTB’s Six Year Improvement Plan. He explained that SMART SCALE funds accounted for 19% of the total six year funding plan, with HRTF funds being the source of the remaining 81%.

Senator Frank Wagner Moved to Authorize the Finance Committee to conduct a Public Hearing on the Proposed HRTAC FY2018-FY2023 – Six-Year Operating and Capital Program of Projects as the Commission’s Plan of Finance Update for the Region’s High Priority Projects (With Toll Revenues to HRTAC) and report back public comments for consideration in the Commission’s action at its September 21, 2017 Regular Meeting; seconded by Mr. Barry T. Porter. The Motion Carried.

G. HRTAC Proposed 2040 Plan of Finance Update

Mr. David Miller, PFM, reviewed the project schedule and costs originally presented to the Commission at the October 2016 HRTAC meeting and explained updated data had been received including:

- Project costs
- Virginia Department of Transportation (VDOT) funding
- Hampton Roads Transportation Fund (HRTF) revenue
- Hampton Roads Bridge Tunnel (HRBT) traffic and revenue

State of Virginia Transportation Secretary, Mr. Aubrey Layne, noted the lack of a gas tax floor has impacted the region’s available revenues greatly.

Mr. Miller stated macro-level planning for executing the six year plan was well developed; however, micro-planning activities needed to begin.

Delegate David Yancey requested clarification on the bond structure and payout schedule.

Secretary Layne clarified the Commonwealth Transportation Board (CTB) and VDOT’s role in HRTAC’s ability to bond.

Mayor Frank Rabil voiced his concern in regards to the model of HRTF funding and its long term viability.

VDOT Commissioner of Highways, Mr. Charlie Kilpatrick, stated the contingency amount on the HRBT project could be lowered by \$200 Million to ensure the completion date of 2024 was met.

Senator Frank Wagner Moved that the Commission Authorize the Finance Committee to hold a public hearing on the Proposed 2040 Long Range Plan of Finance Update for the HRTAC High Priority Projects (With Toll Revenues to HRTAC) and report back public comments for consideration in the Commission's action at its next regular meeting to enable the Commission to communicate the 2040 Long Range Plan of Finance Update for the HRTAC High Priority Projects to the HRTPO; seconded by Mayor Frank Rabil.

Executive Director Page displayed an updated model of projects with the HRBT project being constructed by 2024 and recommended Board approval.

Senator Frank Wagner withdrew his original motion and subsequently, Moved to authorize the Finance Committee to hold a public hearing on the Proposed 2040 Long Range Plan, as amended, to reflect the \$200 Million reduction from the HRBT Project; seconded by Mayor William Sessoms. The Motion Carried.

H. FY2018 HRTAC Meeting Schedule

Chair Hipple reviewed the FY2018 meeting schedule and indicated any changes to dates or times would be discussed at a later date.

Senator Frank Wagner Moved to approve the proposed meeting schedule of the commission for FY2018; seconded by Dr. McKinley Price. The Motion Carried.

I. Resolution of Appreciation of Outgoing Chairman

Chair Hipple presented Mayor Sessoms a Resolution of Appreciation and thanked him for his service as HRTAC Chair since July 2015.

J. Executive Director's Annual Performance Evaluation

Personnel Committee Chair, Mayor William Sessoms reported that the completed evaluations of Mr. Page from the individual members were extremely positive.

Mayor William Sessoms Moved to approve the Personnel Committee's annual evaluation report of the Executive Director and to authorize the HRTAC Chair to execute and deliver an amendment to the Executive Director's Employment Agreement reflecting the 2 % Cost of Living Adjustment; seconded by Chair Michael Hipple. The Motion Carried.

Information Items

A. HRTF Financial Report

Senator Frank Wagner referenced the HRTF Financial Report and indicated it was presented for informational purposes only.

B. VDOT HRTAC Quarterly Projects Update

VDOT District Administrator, Mr. James Utterback, reviewed the HRTAC Program Development Monthly Report and gave a status update on each of the HRTF Projects.

Mr. Kilpatrick informed the Commission a Record of Decision (ROD) for Alternative A had been issued by the Federal Highway Administration (FHWA) and presented the HRBT Project schedule, funding, and design/build options. He summarized the different toll options being considered and reiterated the process was transparent, while emphasizing the importance of public input.

Next Meeting

The next meeting will be held on September 21, 2017 at 12:30 p.m.

Adjournment

With no further business to come before the Hampton Roads Transportation Accountability Commission, the meeting adjourned at 2:27 p.m.



Michael J. Hipple
HRTAC Chair