

**Hampton Roads Transportation  
Accountability Commission (HRTAC)**  
**Summary Minutes of the June 21, 2018 Annual Organizational Meeting**

The Hampton Roads Transportation Accountability Commission (HRTAC) Regular Meeting was called to order at 12:31 p.m. in the HRTPO Regional Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**HRTAC Members in Attendance:**

Michael Hipple, Chair	Thomas G. Shepperd
Linda T. Johnson, Vice Chair	Frank Rabil
Kenneth Alexander	John Rowe
Joel Acree	Christopher Stolle
Herbert Green (in for Eugene Hunt)	Donnie Tuck
Chris Jones	Frank Wagner
Louis Jones	Ella Ward (in for Rick West)
McKinley Price	Thomas G. Shepperd
Barry T. Porter	David Yancey

**HRTAC Executive Director**

Kevin Page

**HRTAC Ex-Officio Members in Attendance:**

Christopher Hall (Alternate)	Kathy Vick (Alternate)
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**Other Participants:**

James Baker	Randy Martin
Thelma Drake	Lydia Pettis Patton
Dave Hansen	Brian Stilley
Tom Inglima	Andrew Trivette
Michael Johnson	James Utterback
Randy Keaton	John Yorks

**HRTAC Voting Members Absent:**

John Cosgrove	Paul Freiling
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**HRTAC Ex-Officio Members Absent:**

John Malbon	Jennifer Mitchell
Stephen Brich	John Reinhart

\* Denotes Late Arrival or Early Departure

**Others Recorded Attending:**

Bridgette Parker, Jerri Wilson (NN); Lauren Lowery (NO); Bob Matthias (VB); Donna Sayegh (Citizens); Kevin Johnson (Citigroup Global Market); Kevin White (Kaufman and Canoles);

Karen McPherson (McPherson Consulting); David Miller (PFM); Dustin Rinehart (Port of Virginia); Julie Berger, Mark Burns (Wells Fargo Securities)

Dawn Merkle (Willcox and Savage); Nancy Collins, Danetta Jankosky, Mike Long, Tiffany Smith, Chris Vaigneur Sheila Wilson (HRPDC); Jennifer Coleman (HRTAC); Rob Case, Rob Cofield, Bob Crum, Mike Kimbrel, John Mihaly, Kendall Miller (HRTPO)

### **Approval of Agenda**

Mr. Herbert Green Moved to approve the agenda as presented; Mr. John Rowe seconded. The Motion Carried.

### **Public Comment Period (limit 5 minutes per individual)**

Mr. Mark Geduldig-Yatrofsky, Portsmouth citizen, voiced his concern in regards Midtown and Downtown Tunnel Tolls on citizens.

### **Consent Items**

- A. Minutes of April 19, 2018 HRTAC Regular Meeting**
- B. HRTAC FY2019 Administrative Budget**
- C. HRTAC PPTA Guidelines**
- D. HRTAC FY2019-FY2024 Plan of Finance Update**
- E. HRTAC 2045 Plan of Finance Update**
- F. HRTAC Accounting Policy**

Mr. Kenneth Alexander Moved to approve the consent agenda items; seconded by Mr. Frank Rabil. The Motion Carried.

### **Chair Comments**

Chair Hipple reviewed the accomplishments of HRTAC over the past year, including, without limitation: issuance of HRTAC's inaugural HRTF bonds; advocating legislation to floor the regional wholesale gasoline tax; and commencement of the HRBT project under a P3 procurement process. He thanked the General Assembly members for their continued efforts during session to support the region's needs.

### **Action Items**

- A. Executive Director's Annual Performance Evaluation and Employment Agreement Extension and Applicable Staff Cost of Living Adjustment**

Mayor Linda Johnson thanked the Commission for the high participation from the members and noted the positive feedback the Personnel Committee received. She indicated the committee felt Mr. Page's continued employment through the completion of the HRBT Project would be beneficial to the project and the Commission. She noted all aspects of the contract would remain the same, except the end date under the contract would now be the end of 2024. Mayor Johnson further stated that the Personnel Committee recommended a 2.5% Cost of Living Adjustment for Mr. Page and his staff.

Mr. Joel Acree Moved to approve the Personnel Committee's recommendation of a 2.5 percent Cost of Living adjustment for all Commission Staff, to approve the annual

performance 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 Cost of Living adjustment and extension of employment term to December 31, 2024; seconded by Mr. Green. The Motion Carried.

#### **B. Election of FY2019 Officers of the Commission**

HRTAC Counsel, Tom Inglima reviewed the process as stated in the bylaws for the election of officers. He noted the Nominating Committee Chair would recommend the Chair and Vice Chair together; however; two separate motions would be needed.

HRTAC Nominating Chair, Barry Porter stated the Nominating Committee recommends another one-year term as Chair for Michael Hipple, and another one-year term as Vice Chair for Linda Johnson.

Mr. Kenneth Alexander Moved to re-elect Commissioner Michael Hipple as Chair for a one-year term ending June 2019; Seconded by Mr. John Rowe. The Motion Carried.

Mr. Porter Moved to re-elect Commissioner Linda Johnson as Vice Chair for a one-year term ending June 2019; Seconded by Mr. Herbert Green. The Motion Carried.

#### **C. FY2019 HRTAC Meeting Schedule**

HRTAC Executive Director, Kevin Page, reviewed the FY2019 meeting schedule was to continue to meet on the third Thursday on a quarterly basis. He noted the only exception was in December, which the date change was due to the close proximity to the holidays.

Mr. Frank Rabil Moved to approve the proposed meeting schedule for the Commission for FY2019; Seconded by Mrs. Linda Johnson. The Motion Carried.

#### **Information Items**

##### **A. HRTAC Monthly Financial Report**

Senator Frank Wagner reviewed the HRTF Financial Report included in the agenda packet. Additionally, he stated the potential positive effects flowing from the recent Supreme Court ruling which permits states to collect sales tax on internet sales.

##### **B. VDOT/HRTAC Project Updates**

Mr. Christopher Hall, Hampton Roads District Administrator reviewed the progress of the projects and studies currently under construction in regards to budget and schedule.

Mr. Jim Utterback, HRBT Project Director, reviewed the HRBT project origin and destination points, the number of additional lanes running through the facility, and the project estimate costs. He outlined the scope options and noted the environmental process on the options would be complete before the final RFP was issued to reduce risk for the project.

He explained the proposed lane configuration for the tunnel and approach bridges were going to be two general purpose lanes, one full time HOT lane and one peak hour HOT lane

on the left shoulder. Additionally, he outlined the landside construction considerations, and indicated he has been meeting with the two host cities, Norfolk and Hampton, in regards to the impact of the projects on the localities.

Marine construction considerations were reviewed and he noted the location allowed for both immersed tube and bored tunnel construction; however, the final RFP will designate which type will be required. He listed the various marine stakeholders and shared the concerns, such as: the size and number of commercial vessels; the coordination with the channel widening; and the impact to the movement of naval vessels.

Mr. Utterback detailed the procurement milestones and reviewed the upcoming dates for keeping the project on schedule for completion by 2024. He reminded the Commission this was a P3 project; therefore, VDOT was using a best value proposal.

Mr. Kenneth Alexander questioned the ease of accessibility of the HOT Lanes from neighborhoods in Norfolk west of I-564.

Mr. Utterback described the factors limiting the entrance points to the lanes, but noted the general purpose lanes should not be as burdened if the HOT lanes are used.

Delegate David Yancey asked if the equipment being used on the CBBT project could be used for the HRBT project.

Mr. Utterback stated the project is in procurement and project requirements are different.

### **Next Meeting**

HRTAC Regular Meeting to be held on September 20, 2018 at 12:30 p.m. in the Regional Building Board Rooms, 723 Woodlake Drive, Chesapeake VA.

### **Adjournment**

With no further business to come before the Hampton Roads Transportation Accountability Commission, the meeting adjourned at 1:21 p.m.



Michael J. Hipple  
HRTAC Chair