

**Hampton Roads Transportation  
Accountability Commission (HRTAC)  
Summary Minutes of the December 14, 2023 Regular Commission  
Meeting**

The Hampton Roads Transportation Accountability Commission (HRTAC) Regular Meeting was called to order at 12:30 p.m. with the following in attendance:

**HRTAC Members in Attendance:**

Mayor Richard West, Chair  
Mayor Robert "Bobby" Cutchins, FR

Mayor Donnie Tuck, HA  
Supervisor William McCarty, IW  
Supervisor Michael Hipple, JC  
Mayor Kenneth Alexander, NO  
Mayor Shannon Glover, PO\*  
Council Member Charles Southall, PQ (in for  
Mayor Gordon Helsel)

Supervisor Christopher Cornwell, SH  
Council Member Leroy Bennet, SU (in for  
Mayor Michael Duman)  
Mayor Bobby Dyer, VB  
Supervisor Thomas G. Shepperd, YK  
Delegate Amanda Batten, VGA  
Delegate Barry Knight, VGA  
Senator Louise Lucas, VGA

**HRTAC Executive Director**

Kevin Page

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

Board Member Frederick T. Stant III, CTB

Officer Barb Nelson, VPA

**Other Participants:**

Chris Price, CH  
Amanda Jarratt, FR  
Jason Mitchell, HA  
Scott Stevens, JC  
Bo Clayton, NN

Patrick Roberts, NO  
Al Moor, SU  
Patrick Duhaney, VB  
District Engineer Chris Hall, VDOT  
Tom Inglima, Willcox & Savage

**HRTAC Voting Members Absent:**

Mayor Phillip Jones, NN  
Mayor Doug Pons, WM

Senator Monty Mason, VGA  
Delegate Anne Ferrell Tata, VGA

**HRTAC Ex-Officio Members Absent:**

Director Jennifer Debruhl, DRPT

Commissioner Stephen Brich, VDOT

\* Denotes Late Arrival or Early Departure

**Others Recorded Attending:**

Jessica Dennis (NO); Andrew Damon, Brent McKenzie (VB); Jim Calpin (Bank of America); Karen McPherson (McPherson); Nelson Bush (PFM Asset Management); Drew Lumpkin (U.S. Senator Mark Warner's Office); Ramona Brooks (Veterans Reporters); Courtney Whelan (Willcox & Savage); Rob Cofield, Andrew Margason, Chris Vaigneur, Sheila Wilson (HRPDC); Lynn Coen, Jennifer Hodnett, Danetta Jankosky (HRTAC); Bob Crum, John Mihaly, Pavithra Parthasarathi (HRTPO)

### **Call to Order and Roll Call**

Chair Richard West called the meeting to order at 12:30 p.m. and a roll call of all Members was taken in order to confirm a quorum:

Chair Rick West: Present  
Mayor Robert Cutchins : Present  
Mayor Donnie Tuck: Present  
Supervisor William McCarty: Present  
Supervisor Michael Hipple: Present  
Mayor Phillip Jones: No Response  
Mayor Kenneth Alexander: Present  
Council Member Charles Southall: Present  
Mayor Shannon Glover: Present  
Supervisor Christopher Cornwell: Present  
Council Member Leroy Bennett: Present  
Mayor Robert Dyer: Present  
Mayor Doug Pons: No Response  
Supervisor Thomas Shepperd: Present  
Senator Louise Lucas: Present  
Senator Monty Mason: No Response  
Delegate Barry Knight: Present  
Delegate Amanda Batten: Present  
Delegate Anne Ferrell Tata: No Response  
CTB Board Member Frederick Stant: Present  
VDOT District Engineer Chris Hall: Present  
Director Jennifer Debruhl: No Response  
Officer Barb Nelson: Present

The quorum was confirmed by Mr. John Mihaly.

### **Approval of Agenda**

Supervisor Michael Hipple Moved to approve the agenda, Seconded by Supervisor William McCarty. The Motion Carried.

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

No one from the public requested to make a public comment.

## **Chair's Comments**

Chair West indicated that the meeting would be brief and wished everyone a happy holiday season.

## **Consent Items**

- A. Minutes of the September 21, 2023 Meeting
- B. Employee Leave Policy
- C. Supplement to Resolution 2023-03 – Amendments to HRBT Project Agreement for Funding and Administration (PAFA) and HRBT 2021 TIFIA Toll Backed and HRTF Loan Agreements

Supervisor Hipple Moved to approve the consent agenda items; Seconded by Supervisor McCarty. The Motion Carried.

## **Action Item**

- A. Update to the Approved FY2024-FY2030 Plan of Finance Update – Six Year Operating and Capital Program of Projects – Transit Regional High Priority Projects – Mid-Cycle Project Application**

Kevin Page, HRTAC Executive Director, stated that Hampton Roads Transit had submitted a mid-cycle project application for a total of \$7,436,431.00 in Hampton Roads Regional Transit Funds to be used for four new forty-foot buses and to replace the Evelyn T. Butts Transfer Center in Norfolk. He explained that the action the Commission was being asked to take today was to authorize the Executive Director to conduct a public hearing and that at the Commission's April meeting, the six cities that participate in the Hampton Roads Regional Transit Fund (HRRTF) would vote on the application.

HRTAC Finance Committee Chair, Michael Hipple, commented that the Finance Committee had met that morning and had recommended approval of a public hearing.

Supervisor Hipple Moved that the Commission endorses the Proposed Update to the Adopted FY2024-FY2030 Plan of Finance Update – Six Year Operating and Capital Program of Projects – Transit Regional High Priority Projects – Mid-Cycle Project Application and authorizes the Executive Director to conduct a public hearing and report back public comments for consideration in the Commission's action, which action is expected to be taken not later than at its April 18, 2024 Regular Meeting; Seconded by Mayor Shannon Glover. The Motion Carried.

*Mayor Glover departs*

## **Information Items**

- A. HRTAC Monthly Financial Report**

Executive Director Page reviewed the Monthly Financial Report with the Commission.


**B. VDOT Project Updates**

Executive Director Page noted that the VDOT project updates were included in the agenda package.

**C. HRTAC Regular Meeting – April 18, 2024**

**Adjournment**

With no further business to come before the Hampton Roads Transportation Accountability Commission, the meeting adjourned at 12:38 p.m.

A handwritten signature in black ink, appearing to read "Rick West", is written over a horizontal line.

Dr. Richard "Rick" West,  
HRTAC Chair