

**Hampton Roads Transportation
Accountability Commission (HRTAC)
Summary Minutes of the September 19, 2024 Regular Commission
Meeting**

The Hampton Roads Transportation Accountability Commission (HRTAC) Regular Meeting was called to order at 12:36 p.m. with the following in attendance:

HRTAC Members in Attendance:

Mayor Richard West, Chair
Councilmember Steve Brown (in for Mayor) Mayor Michael Duman, SU
Donnie Tuck), HA
Supervisor William McCarty, IW
Supervisor Michael Hipple, JC
Mayor Kenneth Alexander, NO
Mayor Shannon Glover, PO
Councilmember David Hux (in for Mayor) Delegate Jackie Glass, VGA
Gordon Helsei), PQ
Mayor Bobby Dyer, VB
Supervisor Thomas G. Shepperd, YK
Delegate Bonita Anthony, VGA
Delegate Anne Ferrell Tata, VGA

**HRTAC Executive Director
Kevin Page**

HRTAC Ex-Officio Members in Attendance:
Board Member Frederick T. Stant III, CTB

Barb Nelson, VPA

Other Participants:
Chris Price, CH
Scott Stevens, JC
Brian Thrower, SH
Al Moor, SU

HRTAC Voting Members Absent:
Mayor Robert "Bobby" Cutchins, FR
Mayor Phillip Jones, NN
Mayor Doug Pons, WM

Senator Louise Lucas, VGA
Senator Mamie Locke, VGA

HRTAC Ex-Officio Members Absent:
Acting Director Zach Trogdon, DRPT

Commissioner Stephen Brich, VDOT

* Denotes Late Arrival or Early Departure

Others Recorded Attending:
David Westcott Jr. (CH); John Stevenson (NO); Jerri Wilson (NN); Trey Burke (PO); Charles M. Southall (PQ); Brent McKenzie (VB); Drew Lumpkin (Hampton Roads Executive Roundtable); Brenda Roberts (Representative Jen Kiggans VA District 02 Office); Kirsten Krug (Stifel); Karen McPherson (VHB); Tiago Campos (Virginia General Assembly 93rd House District); Earlina Ontreal King (Veterans Reporters); Rob Cofield, Greg Grootendorst, Andrew Margason, Otesa Mitchell, Jaquil Tatum, Quanda Tynes, Chris Vaigneur, Sheila Wilson (HRPDC); Lynn Coen, Jennifer Hodnett, Danetta Jankosky (HRTAC); Bob Crum, John Mihaly, Pavithra Parthasarathi (HRTPO); KG Bryant (Citizen)

Call to Order and Roll Call

Chair Richard West called the meeting to order at 12:36 p.m. and a roll call vote of all Members was taken in order to confirm a quorum:

Chair Rick West: Present
Mayor Robert Cutchins : No Response
Councilmember Steve Brown: Present
Supervisor William McCarty: Present
Supervisor Michael Hipple: Present
Mayor Phillip Jones: No Response
Mayor Kenneth Alexander: Present
Councilmember David Hux: Present
Mayor Shannon Glover: Present
Supervisor Christopher Cornwell: Present
Mayor Michael Duman: Present
Mayor Robert Dyer: Present
Mayor Doug Pons: No Response
Supervisor Thomas Shepperd: Present
Senator Louise Lucas: No Response
Senator Mamie Locke: No Response
Delegate Bonita Anthony: Present
Delegate Jackie Glass: Present
Delegate Anne Ferrell Tata: Present
CTB Board Member Frederick Stant: Present
VDOT District Engineer Chris Hall: Present
Acting Director Zach Trogdon: No Response
Ms. Barb Nelson: Present

The quorum was confirmed by Mr. John Mihaly.

Approval of Agenda

Supervisor Michael Hipple Moved to approve the Agenda; Seconded by Mayor Bobby Dyer.
The Motion Carried.

Public Comment Period (limit 5 minutes per individual)

No members of the public addressed the Commission.

Chair's Comments

Chair West thanked everyone for their attendance and introduced a new member of the Commission, Delegate Jackie Glass. Additionally, he highlighted the upcoming bond sale to further finance the Hampton Roads Express Lanes Project and reminded the Commission of the regional transportation work being completed.

Consent Items

- A. Minutes of the June 20, 2024 Annual Organizational Meeting
- B. Fiscal Year 2024 Annual Report to the Joint Commission on Transportation
- C. Title VI Policy
- D. Authorizations relating to the HRTAC Chief Financial Officer
- E. I-64/I-264 Interchange Phase IIIA Preliminary Engineering and Right of Way (UPC 125602) Standard Project Agreement

Mayor Bobby Dyer Moved to approve the consent agenda items; Seconded by Mayor Shannon Glover. The Motion Carried.

Action Items

A. Fiscal Year 2024 Audited Financial and Compliance Report

Mr. Michael Garber, PB Mares, reported that the FY24 Audit had been completed in draft form. He indicated that the Auditor of Public Accounts still needs to approve it and that it is due with the state by September 30th. He said he did not see any complications meaning that deadline. Mr. Garber further reported that the result of the audit was unmodified opinion, meaning a clean audit without any issues.

He reviewed the attachments and report included with the Agenda and noted that the HRTAC Finance Committee had been briefed in greater detail earlier that morning.

HRTAC Finance Committee Chair, Michael Hipple, noted that HRTAC has had clean audits since the Commission's inception, commending the superior work of HRTAC's staff and support team. He also informed the Commission that the Finance Committee recommended approval of the FY24 Audited Financial and Compliance Report.

Supervisor Shepherd noted that at the Finance Committee meeting, Mr. Garber reviewed the new requirements under the Virginia Code which require political subdivisions to verify balances once per quarter. Mr. Shepherd wanted to make sure that other localities knew for their own compliance programs.

Mayor Shannon Glover Moved that the Commission (1) approve the draft Fiscal Year 2024 Audited Financial and Compliance Report for HRTAC and (2) authorize the Executive Director to work with the Auditor of Public Accounts to finalize and provide its distribution; Seconded by Supervisor Thomas Shepperd. The Motion Carried.

Information Items

A. HRTAC Monthly Financial Report

Mr. Kevin Page, HRTAC Executive Director, reviewed the Monthly Financial Report with the Commission.

B. VDOT Project Updates

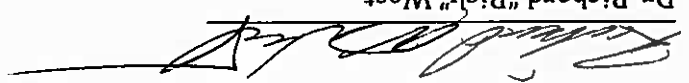
Mr. Kevin Page, HRTAC Executive Director, indicated the monthly project reports provided by VDOT were included in the Agenda.

C. HRTAC Regular Meeting - December 12, 2024

Chair West recognized Mrs. Sheila Wilson, HRTAC's Chief Financial Officer, will be retiring on November 30, 2024. He highlighted her service to HRTAC since 2018 and stated that she has been integral to the success of HRTAC and will be missed.

Adjournment

With no further business to come before the Hampton Roads Transportation Accountability Commission, the meeting adjourned at 12:50 p.m.


Dr. Richard "Rick" West
HRTAC Chair