

TRANSPORTATION DISTRICT COMMISSION OF HAMPTON ROADS
MEETING MINUTES
January 28, 2010
1:30 P.M.
3400 Victoria Boulevard
Hampton, Virginia

Chairman Wood called the meeting to order with the following Commissioners in attendance:

Chairman James L. Wood, Vice-Chair W. Randy Wright, Past-Chair Grace G. Routten Charles F. Brown, Cliff E. Hayes, Jr., Corey W. Hill, James W. Holley, III, Curtis R. Milteer, Sr., Paul R. Riddick, Paige V. Washington, Jr., Richard W. West, Joseph C. Whitaker, Charles B. Whitehurst, Sr., Patricia P. Woodbury and Alternate Commissioner Mark Schnauffer.

Others in attendance:

Raheem Ahmad, ATU – Local 1177
Ray Amoruso, Senior Vice President of Planning & Public Affairs/TDCHR
Tim Anderson, Virginia Beach Citizen
Hugh Barlow, Auditor, Goodman and Company
Leroy Bennett, City of Suffolk
Austin Bogues, The Daily Press
Terri Boothe, Virginia Beach
Tyrone Brown, City of Suffolk
Carlton Campbell, City of Hampton
Travis Campbell, City of Virginia Beach
Homer Carter, Senior Vice President for Transit Operations/TDCHR
Donald Clark, General Counsel/Williams Mullen
Larry Davenport, Senior Vice President for Finance & Administration/TDCHR
James Haggard, Goodman and Company
Ed Hamm, E.L. Hamm & Associates, INC
Alexis Harris, Communications Specialist/TDHCR
Tom Holden, Public Affairs Manager/TDCHR
Carl Jackson, City of Newport News
Robert Kennah, PBS&J
Stephen McCleave, President, ATU Local 1177
Torthel McClodden, Bus Operator/TDCHR
Madeline McMillan, City of Newport News
M. K. Mallonee, WAVY News
Debbie Messina, The Virginian Pilot
Sibyl Pappas, Vice President for Environmental and Facilities Engineering/TDCHR
Wright Parkes, Director of Procurement /TDCHR
Benito Pérez, Hampton Roads Planning District Commission
Jeff Raliski, City of Norfolk
Luis R. Ramos, Executive Assistant & Commission Secretary/TDCHR
Henry Ryto, TRAC
Mark Schnauffer, City of Virginia Beach
Lolethia Shields, Bus Operator/TDCHR
Earl Sorey, City of Chesapeake
David Sullivan, Senior Vice President for Technology/TDCHR

Dale Stith, Hampton Roads Transportation Planning Organization
James Toscano, Vice President for Public Affairs and Communications/TDCHR
Selina Taylor, Executive Secretary/TDCHR
Veronica Thomas, Suffolk
Karen Waterman, Transit Development Manager/TDCHR
Jayne Whitney, Senior Vice President for Development/TDCHR

The Commission meeting commenced with Prayer and the Pledge of Allegiance.

APPROVAL OF MINUTES – DECEMBER 10, 2009

Commissioner Whitehurst moved to approve the minutes from the December 10, 2009 meeting. Commissioner Holley seconded the motion. A roll call vote resulted as follows:

Ayes: Wood, Wright, Routten, Brown, Hayes, Hill, Holley, Milteer, Riddick, Washington, West, Whitaker, Whitehurst, Woodbury, and Schnauffer

Nays: None

Abstains: None

Commissioner Holley moved to **approve the minutes from the Special Meeting held on January 11, 2010**. Commissioner Washington seconded the motion. A roll call vote resulted as follows:

Ayes: Wood, Wright, Routten, Brown, Hayes, Hill, Holley, Milteer, Riddick, Washington, West, Whitaker, Whitehurst, Woodbury, and Schnauffer

Nays: None

Abstains: None

RECOGNITIONS

None

UNFINISHED BUSINESS

Larry Davenport, Senior Vice President for Finance & Administration stated that at the last Commission Meeting held on December 10, 2009, the auditing firm of Goodman & Company presented the draft Audit Report. Mr. Hugh Barlow stated that there aren't any changes to the Audit.

Commissioner Milteer moved to receive the 2009 Audit Report. Commissioner Routten seconded the motion. A roll call vote resulted as follows:

Ayes: Wood, Wright, Routten, Brown, Hayes, Hill, Holley, Milteer, Riddick, Washington, West, Whitaker, Whitehurst, Woodbury, and Schnauffer

Nays: None

Abstains: None

PRESIDENT/CEO'S REPORT

Larry Davenport, Senior Vice President for Finance and Administration was available to present the report.

COMMITTEE REPORT – Audit/Budget Review Committee

Commissioner Milteer, Chairman of the Budget & Audit Committee, called upon Larry Davenport, Senior Vice President for Finance & Administration. Mr. Davenport gave a synopsis of the December 2009 Financial Report.

Commissioner Milteer moved to adopted Resolution No. 02-2010 - Line of Credit: Authorizing the issuance of bonds, notes and other obligations in a maximum principal amount not to exceed \$20,000,000.00 to evidence a revolving line of credit. Commissioner Whitaker seconded the motion. A roll call vote resulted as follows:

Ayes: Wood, Wright, Routten, Brown, Hayes, Hill, Holley, Milteer, Riddick, Washington, West, Whitaker, Whitehurst, Woodbury, and Schnauffer

Nays: None

Abstains: None

COMMITTEE REPORT – Executive Committee

Chairman Wood stated that the Executive Committee met on Wednesday, December 23, 2009 for the purpose of discussing the performance of the President and CEO. The entire meeting was conducted in a closed session.

Chairman Wood stated that the Transit Riders Advisory Committee submitted their monthly report to the Executive Committee.

COMMITTEE REPORT – Operations & Oversight Committee

Commissioner Routten, Chair of the Operations & Oversight Committee, called on David Sullivan, Senior Vice President for Technology to present the two items to the Commission.

Commissioner Routten moved to award a contract for the provision of Material Testing and Analysis Service on a "task order as required" basis for a period of one year, with four one-year options, to CTI Consultants, Inc., at a price not to exceed \$500,000.00. Commissioner Milteer seconded the motion. A roll call resulted as follows:

Ayes: Wood, Wright, Routten, Hayes, Hill, Holley, Milteer, Riddick, Washington, West, Whitaker, Whitehurst, Woodbury, and Schnauffer

Nays: None

Abstains: None

Donald Clark, General Counsel reminded HRT staff that he recommended a few months ago, that when presenting a contract(s) to be specific about the source of funds. Mr. Clark also suggested to include the name of the grant(s), by number and balance of funds in the grant.

Deleted: of funds

Commissioner Routten stated that the next award of a contract to be considered is purchase of five-5 passenger SUV's. Ms. Routten moved to award contract #10-52731 for purchase of five-5 passenger SUV's to Crossroads Ford, at a unit price of \$17,683.00 for a total price of \$88,415.00. Commissioner Washington seconded the motion. A roll call resulted as follows:

Deleted: is purchase

Ayes: Wood, Wright, Routten, Hayes, Hill, Holley, Milteer, Riddick Washington, West, Whitaker, Whitehurst, Woodbury, and Schnauffer

Nays: None

Abstains: None

COMMITTEE REPORT – Planning & New Starts Development Committee

Vice Chairman Wright, Chair of the Planning & New Starts Development Committee stated that the Planning & New Starts Development Committee did not meet in the month January.

COMMITTEE REPORT – Paratransit Advisory Committee

Commissioner Routten, Chair of the Paratransit Advisory Committee stated that the committee did not meet in month of January.

COMMISSIONER'S COMMENTS

None

CLOSED SESSION

Commissioner West requested that the Commission move into a closed session pursuant to Virginia Code Section 2.2-23711 (A) to discuss: the performance of specific public officers, appointees or employees of the Commission, as per paragraph (1). Commissioner Whitehurst seconded the motion. A roll call vote resulted as follows:

Ayes: Wood, Wright, Brown, Routten, Hayes, Hill, Holley, Milteer, Riddick Washington, West, Whitaker, Whitehurst, Woodbury, and Schnauffer

Nays: None

Abstains: None

Upon return to open session, Commissioner West certified to the best of his knowledge that only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act, and only such public business matter as were identified in the motion by which the Closed meeting was convened, were heard, discussed or considered in the Closed Meeting just concluded. Commissioner Woodbury seconded the motioned. A roll call vote resulted as follows:

Ayes: Wood, Wright, Brown, Hayes, Holley, Milteer, Riddick, Washington, West, Whitaker, Whitehurst, Woodbury, and Schnauffer

Nays: None

Abstains: Routten

Commissioner Riddick moved to **approve, subject to review by Legal Counsel, a consulting agreement with Philip A. Shucet LLC** for Philip A Shucet to perform the duties of President and CEO as set forth in Article VI; Section 2 of the TDHCR By-Laws for the Commission effective February 1, 2010 for one year with an option to renew the agreement for six months. Commissioner Wright seconded the motion. A roll call vote resulted as follows:

Deleted: approve ,subject

Ayes: Wood, Wright, Brown, Hayes, Holley, Milteer, Riddick Washington, West, Whitaker, Whitehurst, Woodbury, and Schnauffer

Nays: None

Abstains: Routten

ADJOURNMENT

With no further business to come before the Commission, the meeting was adjourned at 3:33 p.m.

TRANSPORTATION DISTRICT COMMISSION OF HAMPTON ROADS

James L. Wood, Chairman

ATTEST:

Luis R. Ramos, Commission Secretary
DATE: January 28, 2010