

**Transportation Toll Facility Advisory Committee  
December 3, 2009**

**1. Call to Order:** James Roy called the meeting to order at 11:30 am.

**2. Roll Call:** Committee members in attendance.

**Committee Members in Attendance**

W. Scott Davis  
Angel Guzman  
Larry Zoeller  
James Roy  
Katherine Hodges

**Ex-officio Members in Attendance**

Eric Martin  
Kelly Pereira

**Non-Committee Members in Attendance**

Mary Ann Saunders  
Terry Herbert  
Jill Mergen

Michael Johnson  
Christel Lyons

**3. Meeting Discussion:**

A motion was made by Mr. Davis to approve the minutes from the last meeting; there was a second by Mr. Zoeller and the motion carried unanimously.

Mr. Roy asked about the pins for the Committee.

Committee will continue with the meeting day and time of every first Thursday at 11:30am.

**Old business:**

A question directed to Ms. Saunders of whether the City Manager would be in attendance in any future meetings, which Ms. Saunders indicated that he was still interested and was unavailable for today's meeting.

**New business:**

The Chesapeake Expressway's budget was addressed by Mr. Herbert. Mr. Herbert distributed hand outs covering the Goals and Objectives of the Expressway and provided the Operations and Maintenance Budget. Mr. Johnson (Expressway Accountant) assisted with the areas concerning revenue funds, summarized bonds information and Renewal & Replacement. Mr. Roy asked how staffing was determined. Mrs. Mergen (Toll Operations Manager) explained how staffing is evaluated against the needs of the traffic, and the difference between City employees and temporary service employees. Mr. Martin and Ms. Saunders elaborated on certain items concerning repayment of bonds and how payment is made when City departments provide services.

Mr. Herbert explained the relationship between the Expressway and VDOT, in respect to the City – State agreement.

Mr. Roy inquired about the time frame involved in implementing a toll increase. It was established that the timeline would be around six months.

Mr. Roy addressed the committee, acknowledging the main purpose for participating would be to address whether this [Chesapeake Expressway] facility is in need of a toll increase. Mr. Herbert indicated the normal operational budget (payroll, maintenance, etc.) is functioning as needed, however the repair requirements of the Renewal and Replacement, such as the impending paving schedule that must occur within the next few years will push the budget beyond what it is currently capable of handling. Mr. Martin reiterated the original fee schedule assumed an increase would occur every five years. An increase has not been necessary to date due to the heavier than anticipated traffic volumes which increased revenues.

There was an open discussion with questions from the committee concerning the need for a fare increase on the Expressway. Mr. Martin explained the decision is based on many factors including financing of the Bond, meeting rate covenants, future financing, maintaining positive bond ratings for the Expressway and the City, etc.

Mr. Davis asked if North Carolina gives input in the decision on the Chesapeake Expressway and Ms. Saunders stated that not directly, however they are welcome to any public meetings.

Mr. Martin informed the Committee of a current issue with VDOT/E-ZPass removing the transponders from the Chesapeake Expressway and also handed out a copy of the letter addressed to VDOT.

Mr. Roy suggested that the Committee forward a letter from the T.T.F.A.C. in regards to this matter and the Committee members agreed for Mr. Herbert to compose the letter (Mr. Roy will review and sign).

4. **Adjournment:** The meeting was adjourned at 12:45pm. The next meeting will be held 11:30 a.m., January 7, 2010.