



City of Hampton

22 Lincoln Street
Hampton, VA 23669
www.hampton.gov

Council Approved Minutes - Final City Council Work Session

Mayor Jimmy Gray

Vice Mayor Steven L. Brown

Councilmember Randy C. Bowman, Sr.

Councilmember Carolyn S. Campbell

Councilmember Michelle Taylor Ferebee

Councilmember Hope L. Harper

Councilmember Martha M. Mugler

STAFF: Mary Bunting, City Manager

Courtney R. Sydnor, City Attorney

Katherine K. Glass, MMC, Clerk of Council

Wednesday, September 10, 2025

1:00 PM

Council Chambers

CALL TO ORDER

Mayor Gray called the meeting to order at 1 p.m. All members of Council were present except for Councilman Bowman who is anticipated later in the session. Mayor Gray also welcomed Deputy City Manager Brian DeProfio who is seated for the City Manager today as she is out of town.

Councilman Bowman arrived at 1:05 p.m.

Present 6 - Vice Mayor Steven L. Brown, Councilmember Carolyn S. Campbell, Councilmember Michelle T. Ferebee, Councilmember Hope L. Harper, Councilmember Martha Mugler, and Mayor Jimmy Gray

Excused 1 - Councilmember Randy C. Bowman Sr.

JIMMY GRAY PRESIDED

AGENDA

Present 7 - Councilmember Randy C. Bowman Sr., Vice Mayor Steven L. Brown, Councilmember Carolyn S. Campbell, Councilmember Michelle T. Ferebee, Councilmember Hope L. Harper, Councilmember Martha Mugler, and Mayor Jimmy Gray

1. [25-0246](#) Briefing on Settlers Landing Roadway Improvements

Attachments: [Presentation](#)

Deputy City Manager Brian DeProfio provided an update on the progress of the Downtown Hampton Development Partnership's 2021 infrastructure plan. He noted that City Council has funded many of the proposed projects, with the first, Queensway improvements, nearing completion, particularly the enhancements in front of local restaurants. Mr. DeProfio introduced Interim Public Works Director Michael Bowry to provide an update on the next major initiative, the Settlers Landing Road renovation project.

Mr. Bowry delivered a comprehensive update on the Settlers Landing Road renovation project, emphasizing safety, accessibility, and placemaking improvements designed to enhance the downtown Hampton experience. Following a February 2024 traffic study, Public Works implemented several immediate measures: enforcement of the 25-mph speed limit in coordination with the police department, installation of "no turn on red" signage, extended pedestrian signal times, and the creation of a full-stop pedestrian crossing where all traffic lights turn red to allow safe passage.

Mr. Bowry outlined collaborative efforts with the Downtown Hampton Development Partnership (DHDP) to design long-term traffic calming and pedestrian-friendly infrastructure aligned with City Council's strategic priority of placemaking. The presentation focused on the corridor between Eaton Street and King Street, excluding future projects like Carousel West and Carousel Park East.

At Eaton Street, near the base of the Settlers Landing Bridge, proposed changes include removing south-side parallel parking to make room for a shared-use path, retaining north-side parking, replacing the concrete median with a vegetative buffer, and shortening crosswalks from 70 to 50 feet using bump-outs-reducing pedestrian crossing time by approximately six seconds. A prominent gateway arch will mark the entrance to Downtown Hampton, supported by concrete footings that also serve as seating areas.

Between Wine Street and King Street, the entire roadway will be elevated to curb level, creating a continuous pedestrian zone. This block will feature widened sidewalks, lighted protective bollards for the multi-use path, and seven illuminated archways designed to create a tunnel-like visual effect that encourages slower driving. These archways will be backlit at night and may display various themes such as "Downtown Hampton," "From the Sea to the Stars," or the Hampton logo.

On the south side of the street, the multi-use path will be protected by concrete foundations that double as seating, and parallel parking will remain on the Virginia Air and Space Center side. Looking from King Street toward Wine Street, the sidewalks are significantly widened to accommodate outdoor seating, and new

drainage features are integrated into tree installations that provide both shade and stormwater management.

At Bridge Street and Old Hampton Lane, the archway design continues, reinforcing the corridor's visual identity and pedestrian orientation. Overall, the renovation includes ADA-compliant curb ramps, raised crosswalks, narrowed vehicular lanes, extended bump-outs, and a protected multi-use lane for pedestrians and cyclists. Bowry concluded by inviting questions and offering to revisit specific slides for further clarification.

Vice Mayor Brown questioned whether each of the seven proposed archways along Settlers Landing Road could feature a unique inscription celebrating different aspects of Hampton's identity-such as "From the Stars to the Sea," "Historic Hampton University," "Hidden Figures," or "All-American City." Mr. Bowry responded that the project is still in the design phase and agreed to present the idea to the design team. He noted that visibility of the inscriptions may depend on the viewer's position beneath the arches, as they will be uniform in height and spacing, but confirmed the concept is feasible for consideration.

Mr. Bowry provided a detailed update on the Settlers Landing Road renovation project, emphasizing traffic calming, pedestrian safety, and placemaking. He explained that the plan includes narrowing the roadway and maintaining parking on both sides to reduce vehicle speeds and discourage cut-through traffic. Raised crosswalks will be installed at key intersections-King Street, Wine Street, and Eaton Street-and will be built to curb level, doubling as speed-calming features. The entire block between Wine and King Streets will also be elevated to curb level, creating a flat, pedestrian-friendly zone. Mr. Bowry clarified that the large hump at King Street and Settlers Landing, previously perceived as an oversized speed bump, is actually a raised crosswalk and part of the broader strategy to slow traffic. He confirmed that all raised crosswalks and the elevated roadway will be constructed at the same height for consistency.

The project also includes architectural features such as overhead archways that create a tunnel effect to further calm traffic and enhance the sense of place. Regarding the timeline, the design phase is expected to take approximately 12 months, followed by a bidding process of about three months. Construction is projected to last 18 to 24 months, with completion anticipated between late 2027 and early 2028-coinciding with the expected completion of the HRBT expansion in August 2027. Mr. Bowry acknowledged the potential to explore alternative procurement methods that could accelerate the timeline, such as hiring the design consultant and contractor simultaneously, but noted that this would require consultation with the city attorney's office since design work is already underway.

Presented by Michael Bowry, Interim Director of Public Works

2. [25-0247](#) Parks and Recreation Goals and Accreditation Briefing

Attachments: [Presentation](#)

Mr. DeProfio introduced Darrel Crittendon, the new Director of Parks, Recreation, and Leisure Services and highlighted the presentation would provide an overview of the department's current activities, services, recreational offerings, and park system.

Mr. Crittendon presented an overview of his department's mission, goals, and programming, emphasizing the importance of providing safe, inclusive, and high-quality recreational opportunities that create life-changing experiences for Hampton residents. He outlined his primary goal of achieving CAPRA (Commission for Accreditation of Parks and Recreation Agencies) national accreditation within four years, a process that involves staff training, policy development, and operational evaluation by a national team of professionals. To support this effort, a finance accreditation manager with four years of national accreditation experience will join the team later this month.

Mr. Crittendon stressed the importance of professional certifications, noting that staff will be trained as certified Parks and Recreation professionals and highlighted ongoing efforts such as sending the Park Planner to Leesburg for playground safety certification. The goal is to make Hampton competitive for state and national awards and to implement national maintenance standards, including mowing cycles and tree care.

Youth programs span ages 6 to 18 and include camps, aquatic and athletic activities, leadership development, and wheelchair basketball. The "Rec and Roll" program, traditionally held in summer, will shift to fall this year. Community centers host events like Bunny Fest, Trunk or Treat, and therapeutic recreation sessions led by nationally accredited staff. Senior programming includes fitness classes and planned expansion into senior trips.

Special events will be expanded, including enhanced holiday lighting displays. Hampton's parks feature athletic fields, kayak launches, boat ramps, picnic shelters, and playgrounds, though Crittendon emphasized the need for improved aesthetics and maintenance to attract more visitors and tournaments. Beaches such as Buckroe, Grandview, Salt Ponds, and Outlook Beach are also targeted for upgraded maintenance standards.

Athletic programming currently includes adult softball, basketball, and youth football, with plans to expand offerings through stronger partnerships with local schools. Mr. Crittendon concluded by explaining the significance of national accreditation, which involves meeting 154 standards and provides a framework for evaluating policies, promoting consistency, and ensuring accountability. He emphasized that only 214 agencies nationwide are accredited, and Hampton aims to become the fourth in the region.

Councilwoman Ferebee asked whether a rough order of magnitude assessment had been done to determine the additional resources needed for the department's goals. Mr. Crittendon highlighted that planning is underway and provided examples of current and future resource commitments. He noted that both he and the department's accreditation finance manager will attend the National Recreation and Park Association (NRPA) conference this year to maintain certifications and support the accreditation process. Next year, the focus will shift to senior management, with training implemented in phases. Additionally, four employees will attend the Virginia state conference in Roanoke this October, followed by a different group attending the Richmond conference the following year, ensuring broad staff exposure to professional development opportunities.

Councilwoman Ferebee emphasized the importance of conducting a cost-benefit analysis for the department's initiatives, noting that consistent maintenance can help avoid significant expenses in the future. She then asked for clarification on the funding model for the accreditation and improvement efforts, acknowledging that these enhancements will require additional financial resources.

Mr. DeProfio stated that as Mr. Crittendon further assesses the department's capital and operational needs, it is expected that funding requests will be submitted through the annual budget process. City Council will be asked to consider and evaluate these requests as part of its regular budget deliberations.

Vice Mayor Brown inquired whether Mr. Crittendon had identified any areas in need of upgrades and whether those improvements would be included in the upcoming budget proposal.

Mr. Crittendon highlighted the team recently met with the city's fleet division to assess priority equipment replacement needs, which are evaluated based on usage, age, and condition. High-priority items like a new skid steer are slated for replacement in the coming year. He is also reviewing the operating budget to acquire UTVs and ATVs for use at Bluebird Gap Farm and by lifeguards and park rangers to improve mobility across various sites. Regarding park conditions, Mr. Crittendon noted that while improvements are underway-such as collaborating with high schools to enhance athletic fields through irrigation and overseeding-similar

maintenance programs are needed across all parks. He emphasized the importance of scheduled downtime, typically from December to early March, for aeration, overseeding, and weed control due to heavy year-round use.

Councilwoman Mugler requested clarification of cost savings that will become optimized through the accreditation process. Mr. Crittendon explained that in addition to evaluating existing programs for efficiencies, the department must conduct a comprehensive program assessment to determine whether both direct and indirect costs are being adequately covered, a process known as cost recovery. He noted that many municipal parks and recreation departments operate on a 70/30 cost recovery model, where 70% of program-generated revenue is reinvested into the programs and 30% supports general operations. This model reduces reliance on city funding by allowing programs to sustain themselves, similar to an enterprise fund.

Presented by Darrell Crittendon, Director of Parks, Recreation and Leisure Services

3. [25-0251](#) Briefing on the Construction of Sanitary Sewer Force Main Replacements

Attachments: [Letter of Determination - Aberdeen Rd Sewer Force Main Package](#)
[CMAR 20250723](#)
[Presentation](#)

Mr. DeProfio introduced the final presentation by Senior Civil Engineer David Powell, focused on piloting a new procurement method for upcoming sewer force main replacement projects. He noted that this initiative appears as item number two on the evening's consent agenda and requires City Council approval to proceed. Mr. Powell's presentation would outline the various procurement methods available to the city and explain why this alternative approach is particularly suitable for the planned infrastructure work.

Mr. Powell presented a proposal to use an alternative procurement method—specifically a construction management contract—for a package of five sanitary sewer force main replacement projects. These upgrades are necessary to maintain compliance with a state consent order. Mr. Powell explained that collaborative procurement methods, such as construction management and design-build, are increasingly favored in the infrastructure industry because they involve contractors earlier in the process, improving cost certainty, reducing public disruption, and fostering a team-oriented approach. He contrasted this with the traditional design-bid-build method, where separate contracts with designers and contractors often lead to delays, change orders, and public frustration when unforeseen issues arise during construction.

Mr. Powell emphasized that Hampton's age and underground complexity make early contractor involvement especially valuable, allowing for shared risk and better planning. In a construction management model, the city holds separate contracts with both the designer and contractor, but the structure encourages close collaboration among all parties. This approach offers transparency in costs and flexibility in selecting construction methods based on real-time input from contractors, who may offer more efficient or less disruptive alternatives. Mr. Powell noted that this method is gaining traction across Hampton Roads and nationally, with many contractors preferring collaborative delivery models and often avoiding traditional bid projects.

Mr. Powell continued the presentation by discussing the timeline and rationale for using the Construction Manager at Risk (CMAR) procurement method for five planned sanitary sewer force main replacement projects across Hampton. He explained that under CMAR, both the designer and construction manager are hired early and work collaboratively through the design and budgeting phases, offering greater cost certainty and fewer surprises compared to traditional design-bid-build methods. This approach allows for more efficient decision-making and reduces public disruption by involving contractors in early planning and risk management.

Mr. Powell emphasized that CMAR is particularly well-suited for projects with complex phasing and infrastructure requirements, such as those involving interconnected sewer pump stations. These systems must be carefully coordinated to prevent overflows, making contractor input essential during design. In contrast, design-build is better suited for straightforward projects where contractors have more flexibility in execution.

Mr. Powell outlined the CMAR process, which begins with a Request for Qualifications (RFQ) to prequalify candidates, followed by a Request for Proposals (RFP) to select the final team. The five force main projects proposed for CMAR delivery are among the city's 106 total force mains and were selected due to their complexity and regulatory importance. The most challenging is the Aberdeen Road force main, which spans over a mile, serves three pump stations, and currently crosses a creek via a bridge-mounted pipe. The project aims to relocate the pipe for improved environmental protection, potentially under the bridge or within a casing pipe.

Other sites include Pump Station 5, located on a road that serves as the sole access point for nearby residents, requiring careful planning to avoid disruptions; Pump Station 22 on heavily trafficked Gilbert Street; and Pump Station 26, where outdated plans suggest the force main may be dangerously close to a building. Mr. Powell

noted that relocating this infrastructure would mitigate risks and improve long-term reliability. All five projects are driven by the need to enhance sewer capacity and meet regulatory compliance, and CMAR is expected to offer the flexibility and collaboration needed to deliver them efficiently.

Mr. Powell concluded his presentation by highlighting the complexity of one of the proposed sewer force main projects, which crosses a green space containing major infrastructure, including a large power line serving NASA Langley, as well as gas, water, and an existing Hampton Roads Sanitation District force main. He emphasized the need for contractor involvement early in the process to assess equipment requirements and navigate utility conflicts effectively. Powell reiterated that the CMAR procurement method offers the best approach for managing cost, minimizing disruption, and ensuring efficient project delivery. He noted that construction is inherently disruptive, but CMAR allows for smarter, more coordinated execution that benefits both residents and businesses.

Mr. Powell pointed out that other Hampton Roads localities have successfully adopted alternative project delivery methods, particularly for both vertical (building) and linear (pipeline) infrastructure. As an example, Mr. Powell referenced two school construction projects in Chesapeake—one using design-bid-build and the other design-build—where the latter achieved better cost control by addressing issues proactively. He stressed that managing risk early is preferable to encountering costly surprises later. Mr. Powell concluded by inviting questions from council members and noted that he and the procurement team would be attending training next week to further advance the implementation of this procurement strategy.

Presented by David Powell, Senior Civil Engineer

REGIONAL ISSUES

There were no regional issues to report on.

NEW BUSINESS

There were no items of new business.

CLOSED SESSION

4. [25-0248](#) Closed session pursuant to Virginia Code Sections 2.2-3711.A (.1) to discuss appointments as listed on the agenda, (.3) to discuss the possible disposition of publicly held real property in

the Phoebus area where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the city; (.6 and .8) to discuss the potential investment of public funds for the Peninsula Airport Commission, where bargaining is involved and, if discussed publicly, would affect the city's financial interest, and consultation with legal counsel regarding legal issues affecting the same; (.8) to consult with legal counsel regarding legal options pertaining to a terminated federal grant and legal issues affecting a proposed development project; and (.7) to consult with legal counsel regarding possible settlement of pending litigation, in advance of scheduled mediation session.

At 2:05 p.m., a motion was made by Councilmember Martha Mugler and seconded by Vice Mayor Steven Brown, that this Closed Session - Motion be approved. The motion carried by the following vote:

Aye: 7 - Councilmember Bowman Sr., Vice Mayor Brown, Councilmember Campbell, Councilmember Ferebee, Councilmember Harper, Councilmember Mugler and Mayor Gray

5. [25-0250](#) Consideration of Appointments to the Hampton Economic Development Authority (EDA)
6. [25-0252](#) DEFERRED TO NO SET DATE - Consideration of an Appointment to the Hampton Redevelopment & Housing Authority (HRHA)

CERTIFICATION

7. [25-0249](#) Resolution Certifying Closed Session

At 6:15 p.m., a motion was made by Councilmember Martha Mugler and seconded by Councilmember Michelle Ferebee, that this Closed Session - Certification be approved. The motion carried by the following vote:

Aye: 7 - Councilmember Bowman Sr., Vice Mayor Brown, Councilmember Campbell, Councilmember Ferebee, Councilmember Harper, Councilmember Mugler and Mayor Gray

ADJOURNMENT

The meeting adjourned at 6:15 p.m.

Contact Info:
Clerk of Council, 757-727-6315, council@hampton.gov

Jimmy Gray
Mayor

Katherine K. Glass, MMC
Clerk of Council

Date approved by Council _____