



City of Hampton

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

Council Approved Minutes - Final City Council Special 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, January 22, 2025

8:30 AM

**Virginia Air Space and
Science Center, 600
Settlers Landing Road,
Hampton, Virginia**

CALL TO ORDER

Mayor Gray called the meeting to order at 8:35 a.m. with all members of the City Council present.

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

JIMMY GRAY PRESIDED

READING OF THE CALL FOR THE SPECIAL MEETING

Katherine K. Glass, Clerk of Council, read the call for the special meeting.

This meeting was called pursuant to City Charter Section 2.04 for the City Council retreat which will also include a closed session to discuss appointments requiring City Councilmember assignments.

AGENDA

1. [25-0006](#) Tour of the Virginia Air and Space Science Center
Dr. Jeffery O. Smith, Executive Director and Chief Executive

Officer of the Virginia Air & Space Science Center (VASSC) introduced the President of the VASSC Board, L'Allegro Smith, and provided an overview of VASSC. Mr. Smith then provided brief remarks. At 8:57 a.m. the members of City Council then took a guided tour of the facility.

2. [25-0003](#) Retreat Activities: Team Building, Communication, and Vision

Attachments: [CORE Collaboration - Facilitator's Handout](#)
[Retreat Notes - transcribed from Facilitator's Boards](#)
[Facilitator Report - COH Summary](#)

A series of facilitated discussions, led by JoAnn Corley, took place. This is a summary:

Summary Date: 1-29-25 | Client: City of Hampton Va

Reference: 2025 City Council Retreat | City of Hampton, Virginia
| 1.22.25

Service Summary: A hearty thank you to Mayor Gray, the council and all supporting team members for a memorable and successful event.

Our intent for the day was to use the framework of C.O.R.E. Collaboration - to improve personal bonds and collaboration. C.O.R.E. : Considerate Connecting, Opening Up Dialogue, Respectful Regard, and Elevating Understanding.

Details: We went through a series of exercises that generated heart-felt dialogue and stories about each council member and how they have arrived at the type of leader they are today.

Each council member had an opportunity to reconnect to and affirm their personal why and articulate that via their origin story. Their stories serve to help them create their G.P.S. (guiding principles statement), which reflects their commitment to how they will operate as individual members.

These activities helped council members see that there is much

alignment and connections between council members. There was a growing awareness that there are many similarities in their stories and personal values - which was heartening.

That awareness served as bridge connecting personal whys and values to group values that informed the team agreements for collaboration going forward.

The later part of the day served to boost a practical understanding of the human experience - what shapes results via human behavior - where potential points of conflict may reside, and how to mitigate it through better listening and team agreements.

One final learning piece was understanding the fundamentals of basic creative thinking and the challenge to have agile thinking and work together and being solution based as they lead. I believe the overriding goal and outcomes of the retreat were achieved: to equip council members with practical tools to strengthen bonds, respectfully collaborate, boost understanding and empathy to minimize conflict, and create a unified commitment and approach to council leadership.

The retreat portion of the meeting concluded at 3:33 p.m.

CLOSED SESSION

- 3. [24-0542](#) Closed session pursuant to Virginia Code Sections 2.2-3711.A (.1) to discuss appointments requiring City Councilmember assignments.

A motion was made by Vice Mayor Brown and seconded by Councilmember Campbell, 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

- 4. [24-0541](#) Consideration of Appointments of Council Liaisons to Various

Boards, Commissions and Committees

Attachments: [2023 - 2024 COUNCIL APPOINTMENTS 2025](#)

CERTIFICATION

5. [25-0007](#) Resolution Certifying Closed Session

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

The City Manager stated that she had a conversation with the Daily Press reporter explaining that, due to the weather, the ceremonial and legislative sessions of the City Council were being cancelled. She also shared that it was Council's intent to add the consent agenda items and the appointment item from the legislative session to the special session and no other business would be discussed.

[25-0013](#) Motion to add consent agenda and appointment item from the scheduled January 22nd legislative meeting to this special meeting agenda

A motion was made by Councilmember Martha Mugler and seconded by Councilmember Michelle Ferebee, that the consent agenda items and the appointment item scheduled for the legislative session be moved to the special session. 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

[25-0001](#) Resolution to Approve an Encroachment Agreement Pursuant to

Hampton City Code § 34-86 Between the City of Hampton and Sascha Winter to Allow an Encroachment into a Portion of a City of Hampton Drainage and Utility Easement for the Installation of a Wood Privacy Fence.

Attachments: [Encroachment Agreement Presentation](#)

A motion was made by Vice Mayor Steven Brown and seconded by Councilmember Martha Mugler, that this Resolution 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

[25-0002](#) Resolution to Approve the Governor's Agriculture & Forestry Industries Development Fund Grant and Performance Agreement Among the Virginia Department of Agriculture and Consumer Services; the City of Hampton, Virginia; the Economic Development Authority of the City of Hampton, Virginia; and L.D. Amory and Company Incorporated and any Related Documents and to Amend the City Council Approved Fiscal Year 2025 Budget to Appropriate the Governor's Agriculture & Forestry Industries Development Fund - Blue Catfish Processing, Flash Freezing, and Infrastructure Grant Program Award for the L.D. Amory and Company Incorporated's Project to Increase Processing Capacity at its Facility in the City of Hampton

Attachments: [Grant and Performance Agreement](#)
[Exhibit A Grant Application](#)
[Exhibit B Project Budget Form](#)
[Exhibit C Infrastructure Grant Reimbursement Request](#)
[Exhibit D Infrastructure Grant Reporting Requirements Interim Report Format](#)
[Exhibit E Infrastructure Grant Reporting Requirements Final Report Format](#)

A motion was made by Vice Mayor Steven Brown and seconded by Councilmember Martha Mugler, that this Resolution be approved. The motion carried by the following vote:

[25-0012](#) Resolution to Amend the Fiscal Year 2025 Council Approved Budget to Appropriate \$3,200,000 from the Equipment Replacement Fund's Unrestricted Net Position to the Fleet Services Budget to Fund Critical Upgrade Costs for the Public Works - Fleet Services Division Fuel Island at North Armistead Avenue

A motion was made by Vice Mayor Steven Brown and seconded by Councilmember Martha Mugler, that this Resolution 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

[24-0540](#) Resolution Authorizing the Execution and Delivery of an Equipment Lease/Purchase Agreement and Related Instruments, and Determining Other Related Matters to Acquire One (1) Rehab Vehicle and Two (2) Pumper Trucks for Use by the Fire Department

Attachments: [Hampton VA IFB Summary Memo FINAL \(2025\)](#)

A motion was made by Vice Mayor Steven Brown and seconded by Councilmember Martha Mugler, that this Resolution be approved. The motion carried by the following vote:

[24-0541](#) Consideration of Appointments of Council Liaisons to Various Boards, Commissions and Committees

Attachments: [2023 - 2024 COUNCIL APPOINTMENTS 2025](#)

A motion was made by Councilmember Carolyn Campbell and seconded by Councilmember Michelle Ferebee, to approve the following appointments:

Citizens Engagement & Response Committee (CEARC) – Vice Mayor Steve Brown

Citizens Police Advisory Group (CPAG) – Vice Mayor Steve Brown

Clean City Commission – Councilwoman Martha Mugler

Finance Committee – Councilwoman Martha Mugler and Councilwoman Michelle Ferebee

Greater Peninsula Workforce Development Consortium – Vice Mayor Steve Brown with Councilman Randy Bowman as alternate

Hampton Commission on the Arts – Councilwoman Martha Mugler with Councilwoman Carolyn Campbell as alternate

Hampton Economic Development Authority (EDA) – Councilman Randy Bowman

Hampton Federal Area Development Authority (FADA) – Councilwoman Martha Mugler

Hampton Planning Commission – Councilwoman Martha Mugler

Hampton Redevelopment & Housing Authority (HRHA) – Vice Mayor Steve Brown and Councilwoman Hope Harper

Hampton Roads Air Quality Control (HRAQC) – Mayor Jimmy Gray

Hampton Roads Community Action Program (HRCAP) – Councilman Randy Bowman, Mayor Jimmy Gray (represented by Jill Davis), and Councilwoman Martha Mugler (represented by Khadijah Sellers)

Hampton Roads Military and Federal Facilities Alliance (HRMFFA) - Mayor Jimmy Gray

Hampton Roads Planning District Commission (HRPDC) - Mayor Jimmy Gray and Councilwoman Michelle Ferebee as alternate

Hampton Roads Transportation Accountability Commission

(HRTAC) - Mayor Jimmy Gray

Hampton Roads Transportation Planning Organization (HRTPO)
- Mayor Jimmy Gray with Councilwoman Carolyn Campbell as
alternate

Mayor's Committee on People with Disabilities - Mayor Jimmy
Gray

Peninsula Mayors & Chairs - Mayor Jimmy Gray

Purchasing & Procurement Oversight Committee (PPOC) –
Councilwoman Hope Harper

Town & Gown - Mayor Jimmy Gray

Transportation District Commission of Hampton Roads –
Councilwoman Hope Harper

Virginia First Cities – Mayor Jimmy Gray (appointed on January
8, 2025)

Western Tidewater Regional Jail – Councilwoman Martha
Mugler with Mayor Jimmy Gray as alternate and City Manager
Mary Bunting with Assistant City Manager Kwasi Obeng as
alternate

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

Mayor Gray thanked everyone for taking the day to do this
important work. The meeting adjourned at 4:11 p.m.

Jimmy Gray
Mayor

Katherine K. Glass, MMC
Clerk of Council

Date approved by Council _____