

ITEM #18: APPROVAL OF CONSENT ITEMS [*Action Requested*]

A. Minutes from the July 15, 2021 HRTPO Board Meeting

Minutes from the July 15, 2021 HRTPO Board meeting are attached.

Attachment 18A

RECOMMENDED ACTION:

Approve the minutes.

B. HRTPO Financial Statement

The Statement of Revenues and Expenditures for the activities of August 2021 is attached. This statement reflects the financial status of the HRTPO as a whole.

Attachment 18B

RECOMMENDED ACTION:

Accept the HRTPO Financial Statement.

C. Addendum to Executive Director's Contract

The HRPDC/HRTPO has traditionally reimbursed the Executive Director for the use of a cell phone in the execution of the position's duties. Upon the advice of the HRPDC/HRTPO auditors, it is recommended that this provision be formalized with an Addendum to the current Employment Agreement between the HRPDC/HRTPO and Robert A. Crum, Jr. This Addendum provides for a \$50 per month payment to the Executive Director to assist with maintaining a cell phone for his use in the performance of his duties as Executive Director. This addendum shall continue in effect until June 30, 2024.

Attachment 18C

RECOMMENDED ACTION:

Approve the addendum to the Executive Director's Contract.

Addendum to Executive Director's Contract

Dated July 15, 2021

This Addendum to the Employment Agreement dated July 15, 2021, is made and entered into as of October 21, 2021, by and between the Hampton Roads Planning District Commission (HRPDC) and Hampton Roads Transportation Planning Organization (HRTPO) and Robert A. Crum, Jr. (Executive Director).

The HRPDC/HRTPO shall pay to the Executive Director the amount of \$50.00 per month to assist with maintaining a cell phone for his use in the performance of his duties as Executive Director. This Addendum shall continue in effect until June 30, 2024.

Except as may be otherwise modified, all other terms of the existing Employment Agreement shall remain in effect.

Andria P. McClellan
Chair, HRPDC

Donnie R. Tuck
Chair, HRTPO

Robert A. Crum, Jr.
Executive Director

Witness

Date