



## E-Bike Safety Task Force

February 12, 2026; 9 a.m. - 1 p.m.  
City Hall, Building 1, Room 1009  
2401 Courthouse Drive

### Minutes

#### Attendance

##### Members Present

Chuck Cayton, Bill Gambrell, Jean Granger, Bryan Hickman, Mike Kelly, Mike Nerino, Tom Shattock, Mary Werkheiser

##### Members Virtual

Jeanne Evans-Cox

##### Members Absent

Rob Murphy, Dan Shuman, Rebecca Wood

##### City Staff Present

Andrew Damon, Peter Gaytan, Joshua Goyett, Donna Hernandez, Brooks Hierstein, Tonya Howard, Amanda Jarratt, Bill Kelly, Steve Lambert, Marjay Madace, Pam Matthias, Brande Rumpf, Bradley Wessler

##### City Council Liaisons Present

Stacy Cummings

##### Facilitators Present

Julie Brenman, Laura Gomez-Nichols, Alevtina Newman (virtual)

#### Discussion Items

##### Welcome

1. Co-Chair Chuck Cayton called the meeting to order at 9:07 a.m.
2. Julie Brenman of Fountainworks welcomed everyone to the third meeting of the Virginia Beach E-Bike Safety Task Force (Task Force). She thanked staff and members for their time.
3. She reintroduced herself and Laura Gomez-Nichols of Fountainworks as the facilitators for the process.

##### Minutes

The Task Force unanimously approved the January 7 meeting minutes.

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** Tom Shattock, Member

**SECONDER:** Mike Kelly, Member

**AYES:** Cayton, Gambrell, Granger-Blackwell, Hickman, Kelly, Nerino, Shattock, Werkheiser

**VIRTUAL:** Evans-Cox

**ABSENT:** Murphy, Shuman, Wood

## Agenda and Objectives

1. Ms. Brenman reviewed the meeting's agenda:
  - a. Welcome and Overview
    - i. Objectives, Scope, Roles, Rules, Task Force Schedule
  - b. Reviewing Refined Vision Ideas
  - c. House Bill 269 Overview
  - d. Creating Feasibility Criteria
  - e. Feasibility Check
  - f. Refine Preliminary Recommendations
  - g. Next Steps
  - h. Adjourn
2. She reviewed the Task Force's objectives:
  - a. Review current state and local laws on e-bikes
  - b. Study public safety and health risks
  - c. Evaluate best practices from other communities
  - d. Recommend strategies for education, enforcement, signage, or code changes

## Scope, Roles, and Expectations

1. Ms. Brenman explained the Task Force's scope as follows.
  - a. The following issues are in-scope:
    - i. Advise City Council on strategies to improve safety, education, and infrastructure related to the growing use of e-bikes in Virginia Beach.
    - ii. Recommend to City Council strategies for education, enforcement, signage, or code changes.
  - b. Microtransit (e.g., rideshares, trolleys), Hampton Roads Transit, and other modes of transport (e.g., pedicabs, golf carts, etc.) are out-of-scope.
2. Task Force members will attend on behalf of the entire City and create and vote on recommendations. Task Force members are the only individuals who will vote on recommendations. City staff will attend Task Force meetings in an advisory capacity, and they will offer support and expertise. Fountainworks will be a neutral third-party facilitator and will organize and structure advisory group meetings.
3. Task Force members are expected to be respectful, give space for everyone to speak, and come to meetings prepared.

## Task Force Schedule

1. The Task Force will have five meetings: November 19 to kickoff, January 7 to understand key topics, February 12 to clarify vision, March 6 to make preliminary recommendations, and March 26 to finalize recommendations. After the Task Force has concluded the meetings, the Task Force chairs will present the recommendations to City Council. The City Council presentation will be scheduled at a later date.

## Consensus Decision-Making

1. The intention is to work through consensus and have all members agree on all recommendations. If this is not possible, the Task Force will work to get as close to consensus as possible and will use majority voting.

## Refining Vision Ideas Activity

1. Ms. Brenman reviewed an updated vision, based on the members' vision ideas from the November 19 meeting and their feedback at the January 7 meeting. Ms. Brenman asked Task Force members if they had any additional edits to the updated vision.
2. Task Force members asked to make the bullet point referencing the American Disabilities Act to be the last bullet point in its section as the other bullet points would need to happen first to implement it.

## House Bill 269

1. Donna Hernandez, Assistant City Attorney, presented on House Bill 269, which was introduced to the Virginia General Assembly on January 14, 2026. House Bill 269 establishes new e-bike regulations and includes many of the components Task Force members had discussed in their first two meetings.
2. Ms. Hernandez explained that House Bill 269 was tabled until 2027 and House Bill 1120 was introduced, which establishes a Virginia Department of Transportation stakeholder workgroup to address e-bike safety.
3. Task Force members discussed House Bill 269 and agreed that they generally support the bill, but they would also propose some changes to it. House Bill 269 addresses the Task Force's previously discussed feasibility concerns with potential recommendations. House Bill 269 places the administrative burden of e-bike regulation mostly on the State, which has more resources and authority to implement these regulations than the City does.

## Creating Feasibility Criteria

1. Task Force members split into groups to review proposed feasibility criteria to be used to evaluate preliminary recommendations. The proposed feasibility criteria were economic/financial, technical/operational, demand for e-bikes, alignment with City priorities, and legality.
2. Groups also discussed whether there were any additional feasibility criteria the Task Force should use to evaluate preliminary recommendations.
3. The Task Force agreed to also include enforceability, safety, and liability as feasibility criteria when they evaluate the preliminary recommendations.

## Feasibility Check

1. Ms. Brenman split Task Force members into groups to evaluate the preliminary recommendations with the following questions:
  - a. Does the recommendation meet the feasibility criteria agreed to in the previous activity?
  - b. What concerns does the recommendation address?
  - c. How will the recommendation improve the situation in VB?
  - d. Does the recommendation align with the refined vision?
  - e. Is the recommendation a net positive?
  - f. How will the recommendation affect others in VB?
    - i. Residents, visitors, school children, City staff, public safety
2. Ms. Brenman then reconvened the Task Force as a full group to discuss their takeaways from the activity.
3. To address time constraints, Task Force members simultaneously discussed how they would refine the recommendations. This was done in lieu of including the final agenda item, "Refine Preliminary Recommendations."

## Next Steps

1. Ms. Brenman reminded the Task Force that the next meeting is March 6, 2026, where the group will focus on finalizing and voting on recommendations.
2. The March 6, 2026, meeting will be held in this same building and room.
3. If the Task Force can finalize recommendations at the March 6 meeting, then it will not be reconvened for a fifth meeting on March 26.

## Adjournment

Mr. Cayton adjourned the meeting at 12:51 pm.

**RESULT:** APPROVED [UNANIMOUS]

**MOVER:** Mike Kelly, Member

**SECONDER:** Bill Gambrell, Member

**AYES:** Cayton, Gambrell, Granger, Hickman, Kelly, Nerino, Shattock, Werkheiser

**VIRTUAL:**           **Evans-Cox**  
**ABSENT:**           **Murphy, Shuman, Wood**

Copies of the proposed plans, ordinances, amendments and/or resolutions are on file and may be examined by appointment in the City Manager's Office at the Municipal Center, 2401 Courthouse Drive, Building 1, Suite 2107, VBV 23456. To make an appointment, call Pam Matthias at 757-385-4242.

If you require a reasonable accommodation for this meeting due to a disability, please call Pam Matthias at the City Manager's Office at 757-385-4242. If you are hearing impaired, you can contact Virginia Relay at 711 for TDD service.

Chuck Cayton  
Co-Chair

Jeanne Evans-Cox  
Co-Chair