



Management / Financial Advisory Committee Hampton Roads Transit

Monday, April 22, 2019 • 1:30 p.m.
509 East 18th Street, Norfolk VA 23504

MEETING MINUTES

Committee members in attendance:

Brian DeProfio, City of Hampton- Chair
Jessica Dennis, City of Norfolk
Lauren DiEugenio, City of Norfolk
Angela Hopkins, City of Newport News
Constantinos Velissarios, City of Newport News
Cheryl Spivey, City of Portsmouth
Carl Jackson, City of Portsmouth
Alex Gottschalk, City of Virginia Beach
Steven Jenkins, City of Chesapeake
Amy Inman, City of Norfolk

Hampton Roads Transit Staff in attendance:

Brenda Green, Executive Assistant
Ashley Johnson, Budget Analyst II
Adrian Tate, Staff Accountant (recorder)
Larry Kirk, Assistant Director of Finance
Robert Travers, Attorney/Interim Chief Safety Officer
Debbie Ball, Director of Finance
Conner Burns, Chief Financial Officer
Angela Glass, Director of Budget and Financial Analysis
Shanti Mullen, Interim - Internal Auditor
Gene Cavasos, Director of Marketing and Communications
Sheri Dixon, Director of Treasury
William Harrell, President and Chief Executive Officer
Joe Dillard, Government Relations Liaison
Ray Amoruso, Chief Planning and Development Officer

Others in attendance:



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Call to order

Brian DeProfio, Chair, City of Hampton, called the meeting to order at 1:36 pm.

The April 2019 Management/Financial Advisory Committee (MFAC) package was distributed electronically to committee members in advance of the meeting. The meeting package consisted of:

- Agenda
- March 2019 MFAC Meeting Minutes
- March 2019 Financial Statement
- Route Ridership FY14 – FY18 for all Routes

The financials were uploaded to the Agency's website prior to the meeting.

Welcome

Mr. DeProfio welcomed everyone to the meeting.

The March 2019 meeting minutes were approved.

March 2019 Financial Report

Conner Burns, Chief Financial Officer, welcomed everyone to the meeting.

The March Financials, including the locality crosswalk, locality budget status to date and year-end projections were presented in detail to the Committee.

Mr. Burns reported that the Agency had another break-even month in farebox revenue and Federal 5307 funding was reduced by total of \$150,000 for the month. Federal 5337 funding was reduced by \$110,000 for the month and \$330,000 year-to-date. Federal funding is scoped for preventive maintenance and can be drawn when the expenses are incurred.



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Other Business

Mr. Burns stated that the Agency will provide a FY 2020 Budget to the localities on May 10, 2019. Per the Agency's commitment to the localities and MFAC, the budget number presented in May will be at or below what the localities were given in February 2019.

There was discussion about transitional funding. There was suggestion to bring the issue to Commission.

There was discussion about the Operations & Oversight committee ideas about what to do with year-end surplus.

ACTION ITEM: Send to MFAC members the information discussed in the Operations and Oversight Committee concerning the year-end surplus.

Adjournment

The meeting was adjourned at 2:46 p.m.