



Management / Financial Advisory Committee Hampton Roads Transit

Monday, February 25, 2019 • 1:30 p.m.
509 East 18th Street, Norfolk, VA 23504

MEETING MINUTES

Committee members in attendance:

Brian DeProfio, City of Hampton-Chair
Amy Inman, City of Norfolk
Brian Solis, City of Virginia Beach
Jessica Dennis, City of Norfolk
Angela Hopkins, City of Newport News
Carl Jackson, City of Portsmouth
Miryam Woodson, City of Virginia Beach
Lisa Cipriano, City of Newport News
Steven Jenkins, City of Chesapeake
Tara Reel, City of Virginia Beach
James Burke, City of Portsmouth

Hampton Roads Transit Staff in attendance:

Brenda Green, Executive Assistant
Ashley Johnson, Budget Analyst II (recorder)
Debbie Ball, Director of Finance
Conner Burns, Chief Financial Officer
Angela Glass, Director of Budget and Financial Analysis
Margaret Denoncourt, Internal Auditor
Gene Cavasos, Director of Marketing and Communications
Alesia Cain, Chief Information Officer/Chief Technology Officer
Sheri Dixon, Director of Treasury
Jim Price, Chief Transit Operations Officer
William Harrell, President and Chief Executive Officer
Sibyl Pappas, Chief Engineering and Facilities Officer
Sonya Luther, Director of Procurement
Juanita Davis, Budget Analyst III
Derrick Snowden, Chief Safety and Security Officer
Brian Smith, Chief of Staff
Joe Dillard, Government Relations Liaison
Ray Amoruso, Chief Planning and Development Officer
Keshia Branch, Grants Administration and DBE Officer
Garth Malena, Data Analyst II

Others in attendance:



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Call to order

Lisa Cipriano, City of Newport News, called the meeting to order at 1:33 pm. The February 2019 Management/Financial Advisory Committee (MFAC) package was distributed electronically to committee members in advance of the meeting. The meeting package consisted of:

- Agenda
- January 2019 MFAC Meeting Minutes
- February 6, 2019 – Special Called MFAC Meeting Minutes
- February 4, 2019 – Special Called MFAC Meeting Minutes
- January 2019 Financial Statement
- Route Ridership FY14 – FY18 for all Routes

Welcome

Ms. Cipriano welcomed everyone to the meeting.

The January 2019 meeting minutes were approved.

The February 4, 2019, special called meeting minutes were approved.

The February 6, 2019, special called meeting minutes were approved.

January 2019 Financial Report

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

Mr. Burns shared with the committee that the Financial Statements and Agenda were uploaded to the HRT website prior to the meeting, as requested at the January meeting.

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

There was some discussion on the factors influencing the YTD surplus.

There was some discussion specific to the federal capital cost of contracting grant regarding ferry and paratransit purchased transportation. There was discussion regarding how percentages are adjusted. There was additional discussion how this adjustment impacted the localities.



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ACTION ITEM: Provide a white paper memo on the federal funding for paratransit to include the full amount of 5307 funding that is received, the eligible elements detailed and how the money is allocated to each.

There was some discussion on Ridership stabilizing.

There was some discussion on whether HRT was still pursuing the revenues lost during the hurricane. Mr. Burns advised the committee that the revenues will not be reimbursed, and the expenses have been submitted, however no notification has been received to date.

ACTION ITEM: Provide an update on the FY20 budget.

It was suggested that HRT staff start thinking about the FY21 budget build and what impacts can be expected.

There was some discussion on the Transformation Study.

Adjournment

The meeting was adjourned at 2:23 p.m.