



Management / Financial Advisory Committee Hampton Roads Transit

Monday, July 22, 2019 • 1:30 p.m.
3400 Victoria Blvd., Hampton, VA 23661

MEETING MINUTES

Committee members in attendance:

Lisa Cipriano, City of Newport News - Chair
Brian DeProfio, City of Hampton
Jessica Dennis, City of Norfolk
Lauren DiEugenio, City of Norfolk
Alex Gottschalk, City of Virginia Beach
Tara Reel, City of Virginia Beach
Earl Sorey, City of Chesapeake
James Burke, City of Portsmouth
Karl Daughtrey, City of Hampton
Steven Jenkins, City of Chesapeake
Angela Hopkins, City of Newport News
Constantinos Velissarios, City of Newport News

Hampton Roads Transit Staff in attendance:

Brenda Green, Executive Assistant
Adrian Tate, Staff Accountant (recorder)
Juanita Davis, Budget Analyst III
Larry Kirk, Assistant Director of Finance
Robert Travers, Attorney
Debbie Ball, Director of Finance
Conner Burns, Chief Financial Officer
Angela Glass, Director of Budget and Financial Analysis
Sheri Dixon, Director of Treasury
Ray Amoruso, Chief Planning and Development Officer
Sibyl Pappas, Chief Engineering and Facilities Officer
Shanti Mullen, Internal Auditor
Misty Allen, Contract Administrator
William Harrell, President and Chief Executive Officer

Others in attendance:

Seth Parker, City of Norfolk
Blake Huffman, City of Virginia Beach



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Call to order

Lisa Cipriano, City of Newport News, called the meeting to order at 1:35 pm.

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

- Agenda
- June 2019 MFAC Meeting Minutes
- June 2019 Financial Statement
- Routed Ridership FY14-FY19 – All Routes

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

Welcome

Ms. Cipriano welcomed everyone to the meeting.

June 2019 Financial Report

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

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

Other Business

Lisa Cipriano had sent out an email to MFAC members asking for agenda items for the upcoming year. There was discussion about reviewing, understanding and updating the cost allocation. There was discussion about getting more involved with the other elements of financial statements including the ACC and the establishment of reserves. There was also discussion about ways to secure dedicated funding, as well as, receiving the CIPs earlier.

Adjournment

The meeting was adjourned at 2:32 p.m.