



Management / Financial Advisory Committee Hampton Roads Transit Special Called Meeting

Wednesday, February 6, 2018 • 2:30 p.m.
3400 Victoria Blvd., Hampton, VA 23661

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
Constantinos Velissarios, City of Newport News
Angela Hopkins, City of Newport News
Carl Jackson, City of Portsmouth
Karl Daughtrey, City of Hampton
Michael Hayes, City of Hampton
Miryam Woodson, City of Virginia Beach
Alex Gottschalk, City of Virginia Beach
Lisa Cipriano, City of Newport News
Steven Jenkins, City of Chesapeake
Sheila McAllister, City of Newport News
Tara Reel, City of Virginia Beach
Catheryn Whitesell, City of Norfolk

Hampton Roads Transit Staff in attendance:

Brenda Green, Executive Assistant
Ashley Johnson, Budget Analyst II (recorder)
Amy Braziel, Senior Executive Assistant
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
Robert Travers, Attorney
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
Kim Ackerman, Chief Human Resources Officer
Jamie Jackson, Director of Transit Development
Sibyl Pappas, Chief Engineering and Facilities Officer
Sonya Luther, Director of Procurement
Juanita Davis, Budget Analyst III



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Derrick Snowden, Chief Safety and Security Officer
Mark Stemple, Director of Maintenance
Antoinette White, Manager of Service Planning
Brian Smith, Chief of Staff
Joe Dillard, Government Relations Liaison
Vincent Jackson, Director of Service Planning and Scheduling
Ben Simms, Director of Transportation
Scott Demharter, Director of Facilities
Ray Amoruso, Chief Planning and Development Officer

Others in attendance:

Jeffrey Raliski, Hampton Roads Transportations Planning Organization (HRTPO)

Call to order

Brian DeProfio, Chair, City of Hampton, called the meeting to order at 2:37 pm.

The special Management/Financial Advisory Committee (MFAC) meeting called February 6, 2019 invitation was distributed to committee members. The meeting agenda consisted of

- Agenda

Welcome

Mr. DeProfio welcomed everyone to the meeting.

Mr. William Harrell, President and CEO, welcomed everyone to the meeting and thanked HRT staff for all their hard work on the FY20 draft budget and meeting the directives of the MFAC members and localities. Mr. Harrell gave a brief overview of the development of the revised budget for FY20.

Mr. Conner Burns, Chief Financial Officer, thanked Angela Glass, Director of Budget and Financial Analysis, as well as, the budget staff for their work on the FY20 draft budget. The FY20 draft budget of \$100,330,426 was presented by Mr. Burns. This budget reflects a 1.4 percent increase from the FY19 budget. The cost drivers of fuel, paratransit, ferry, and human capital investment remain in the budget. Additional cuts to expenditures were identified and removed from the original request to reach the revised number. Mr. Burns



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presented the revenue budget, expense budget and the locality contributions. This budget includes all new service with no service reductions.

There was some discussion on the Advanced Capital Contribution (ACC).

There was some discussion on distributing new TSP's to reflect the revised FY20 draft budget.

ACTION ITEM: Revised TSP's will be sent out via email this week to the localities.

There was some discussion on the technology and operations cost drivers that had to be reduced to develop the revised FY20 draft budget.

There was some discussion on the human capital investment cost driver and union pay remaining in the budget.

Jim Price, Chief Transit Operations Officer, spoke briefly on some of the adjustments that were made in operations to develop the FY20 draft budget and some of the potential risk.

There was some discussion on Federal and State funding and the need for additional aid and dedicated funding.

Mr. DeProfio thanked HRT staff for their hard work and the MFAC committee members.

Adjournment

The meeting was adjourned at 3:19 p.m.