



Meeting of the Audit & Budget Review Committee of Hampton Roads

Thursday, May 23, 2019 • 12:30 p.m.
2nd Floor Board Room • 3400 Victoria Blvd., Hampton, VA 23661

MEETING MINUTES

Commissioners in attendance:

Commissioner Hunter, City of Portsmouth-Chair
Commissioner Parnell, City of Norfolk
Commissioner Fuller, City of Chesapeake
Commissioner Rowe, City of Portsmouth
Commissioner McClellan, City of Norfolk
Commissioner Woodbury, City of Newport News
Commissioner Gray, City of Hampton

Alternate Commissioners in attendance:

Commissioner Cipriano, City of Newport News
Commissioner Jackson, City of Portsmouth

Hampton Roads Transit Staff in attendance:

Gene Cavasos, Director of Marketing and Communications
Brenda Green, Executive Assistance
Ashley Johnson, Budget Analyst II
Juanita Davis, Budget Analyst III
Angela Glass, Director of Budget and Financial Analysis
William Harrell, President and Chief Executive Officer
Conner Burns, Chief Financial Officer
Brian Smith, Chief of Staff
Shanti Mullen, Internal Auditor
Ray Amoruso, Chief Planning and Development Officer
Robert Travers, Attorney
Sheri Dixon, Director of Treasury
Fevrier Valmond, Sr. Contract Specialist
Sibyl Pappas, Chief Engineering and Facilities Officer
Luis Ramos, Sr. Executive Assistant
Kim Ackerman, Chief Human Resources Officer
Jim Price, Chief Transit Operations Officer
David Burton, General Counsel
Debbie Ball, Director of Finance
Adrian Tate, Staff Accountant (recorder)
Larry Kirk, Assistant Director of Finance



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Dawn Sciortino, Chief Safety Officer
Joe Dillard, Government Relations Liaison

Others in attendance:

Call to Order

Commissioner Hunter, City of Portsmouth called the meeting of the Audit & Budget Review Committee (ABRC) to order at 12.03 pm.

The May 2019 Audit & Budget Review Committee meeting package was distributed electronically to the ABRC and Commissioners in advance of the meeting. The meeting package consisted of:

- Meeting Agenda
- Minutes of the October 2018 Meeting
- FY2020 Proposed Operating Budget-in-Brief

Approval of October 25, 2018 ABRC Meeting Minutes:

A motion to approve the October 25, 2018 Audit & Budget Review Committee (ABRC) meeting minutes was made and properly seconded. A vote resulted the following:

The October 25, 2018 meeting minutes were approved

Summary of the FY2020 Proposed Operating Budget-in-Brief

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

Mr. Burns provided an update on the FY 2020 Proposed Operating Budget-in-Brief.

The budget prioritized the following cost:

- Compliance with New Safety Regulations
- Human Capital Investment
- Diesel Fuel
- Purchased Transportation for Paratransit & Ferry.



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There were also cost reductions to the budget to allow the prioritized costs. Those cost reductions are:

- Vacant positions agency-wide unfilled
- Enhanced passenger facility cleanliness
- Enhanced security
- Critical needs in technology, and Operations & maintenance.

Mr. Burns requested the approval and adoption of FY 2020 Proposed Operating Budget to go to the Commission.

A motion to approve the FY 2020 Proposed Operating Budget was made and properly seconded. A vote resulted the following:

The FY 2020 Proposed Operating Budget were approved to be forwarded to the Commission.

Other Matters

Adjournment

With no further business to discuss, the May 23, 2019 Audit & Budget Review Committee meeting was adjourned at 12:35 pm by Commissioner Hunter.