



# Meeting of the Audit & Budget Review Committee of Hampton Roads

Monday, November 9, 2020 • 10:00 a.m.  
**Zoom Tele/Video Conference**

## MEETING MINUTES

### **Commissioners in attendance:**

Commissioner Gray, City of Hampton-Chair  
Commissioner Rouse, City of Virginia Beach  
Commissioner Fuller, City of Chesapeake  
Commissioner Rowe, City of Portsmouth  
Commissioner Woodbury, City of Newport News  
Commissioner Kanoyton, City of Hampton  
Commissioner Hamel, City of Chesapeake

### **Alternate Commissioners in attendance:**

Commissioner Cipriano, City of Newport News  
Commissioner Jackson, City of Portsmouth  
Commissioner Inman, City of Norfolk  
Commissioner Pittard, DRPT

### **Hampton Roads Transit Staff in attendance:**

William Harrell, President and Chief Executive Officer  
Angela Glass, Director of Budget and Financial Analysis  
Ashely Johnson, Capital Improvement Plan Analyst III  
Kim Wolcott, Chief Human Resources Officer  
Luis Ramos, Executive Assistant the President and Chief Executive Officer  
Conner Burns, Chief Financial Officer  
Ray Amoruso, Chief Planning and Development Officer  
Robert Travers, Attorney  
Sibyl Pappas, Chief Engineering and Facilities Officer  
Sony Luther, Director of Procurement  
Kim Wolcott, Chief Human Resources Officer  
Debbie Ball, Director of Finance  
Juanita Davis, Budget Analyst III  
Jim Price, Chief Transit Operations Officer  
Adrian Tate, Finance Manager  
Larry Kirk, Assistant Director of Finance  
Joe Dillard, Organizational Advancement Officer  
John Powell, Telecommunications Specialist



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Thomas Holden, Media Relations Specialist  
Brian Smith, Chief of Staff  
Michael Price, Chief Information Officer/ Chief Technology Officer  
Gene Cavasos, Director of Marketing and Communications  
Keshia Branch, Director of Office of Program & Project Excellence  
Dawn Sciortino, Chief Safety Officer  
Shanti Mullen, Internal Auditor

### **Others in attendance:**

Jeff Raliski, Hampton Roads Transportations Planning Organization (HRTPO)  
Simon Mosbah, WSP  
Elyssa Gensib, WSP  
Cole Fisher, City of Virginia Beach  
Andy Zalewski, Foursquare, ITP

### **Call to Order**

Commissioner Gray, Chair, called the meeting of the Audit & Budget Review Committee (ABRC) to order at 10:00 am.

The November 2020 Audit & Budget Review Committee meeting package was distributed electronically to the ABRC and Commissioners in advance of the meeting. The meeting package consisted of:

- FY22 – FY31 Capital Project Schedule
- Capital Project Summary Sheets
- FY22 – FY31 Draft Capital Improvement Plan (CIP) Presentation

Brian Smith, Chief of Staff, presented the Draft Fiscal Years 2022-2031 Capital Improvement Plan (CIP). He began with the background of the CIP which included the CIP review, CIP calendar, Regional Transit System, and active vs newly programmed projects. Keisha Branch, Director of Office of Program & Project Excellence, discussed the funding outlook for the CIP and the constrained capital program. Ray Amoruso, Chief Planning and Development Officer, discussed identifying and prioritizing capital need for the Agency



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William Harrell, President and Chief Executive Officer, gave praise to the HRT team for the Draft CIP. Lisa Cipriano, City of Newport News, asked if HRT had a threshold for capital projects. Ms. Branch stated the threshold is \$100,000. There was discussion about the project relating to replacement and expansion of the fleet. The metric for replacement of the buses in years and miles. There was a discussion about the negative scores on the project sheet with Andy Zalewski, Foursquare. There was a discussion about what falls under the Safety projects. There was a discussion about how the electric buses will impact the 10-year CIP.

### **Other Matters**

The next meeting will be December 7, 2020 at 10 am, via Zoom teleconference.

### **Adjournment**

With no further business to discuss, the November 9, 2020 Audit & Budget Review Committee meeting was adjourned at 10:59 am by Commissioner Gray.