



Management / Financial Advisory Committee

Monday, November 7, 2022, • 1:30 p.m.
3400 Victoria Blvd., Hampton, VA
Hybrid In-Person/Zoom Teleconference

MEETING MINUTES

Call to Order

Megan Gribble, Chair, City of Virginia Beach, welcomed everyone and called the meeting to order at 1:31 p.m.

Attendance was taken for the meeting.

Committee members in attendance in person:

Constantinos Velissarios, City of Newport News
Lisa Cipriano, City of Newport News
Troy Eisenberger, City of Chesapeake
Carl Jackson, City of Portsmouth

Committee members in attendance virtual:

Karl Daughtrey, City of Hampton
Genny Thomas, City of Norfolk
James Burke, City of Portsmouth
Brian DeProfio, City of Hampton
Sheila McAllister, City of Newport News
Angela Hopkins, City of Newport News
Hunter Anderson, City of Virginia Beach

Hampton Roads Transit Staff in attendance in person:

Conner Burns, Chief Financial Officer
Donna Brumbaugh, Director of Finance
John Powell, Telecommunications Specialist
Robert Travers, Attorney
Brenda Green, Accounting Coordinator (recorder)
Kim Wolcott, Chief Human Resources Officer
Ray Amoruso, Chief Planning and Development Officer
Brian Smith, Deputy Chief Executive Officer
Antoinette White, Assistant Director of Service Planning and Scheduling

Hampton Roads Transit Staff in attendance virtual:

Benjamin Simms, Chief Transit Operations Officer



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Amy Braziel, Director of Contracted Services and Operational Analytics
Ashley Johnson, Capital Budget Analyst
Alexis Majied, Chief Communications and External Affairs Officer
Sonya Luther, Director of Procurement
Adrian Tate, Assistance Director of Finance
Michael Price, Chief Information Office/Chief Technology Office
Sibyl Pappas, Chief Engineering and Facilities Officer
Kristy Lockhart, Management Analyst
Wayne Groover, Interim Director Rail Maintenance

Others in virtual attendance:

Jeff Raliski, Hampton Roads Transportation Planning Organization (HRTPO)
Jessica Klion, Foursquare Integrated Transportation Planning
Lori Zeller, Foursquare Integrated Transportation Planning

The November 2022 Management/Financial Advisory Committee (MFAC) package was posted to HRT's website and distributed electronically to Committee Members in advance of the meeting. The meeting package consisted of:

- Meeting Agenda
- October 24, 2022, Meeting Minutes
- FY2023 – 2033 Transit Strategic Plan (TSP) – Update

Approval of the October 24, 2022, MFAC Minutes

A motion to approve the October 24, 2022, meeting minutes was made and properly seconded.

The October 2022 meeting minutes were approved by unanimous vote.

Reserve Fund Committee Update

Lisa Cipriano, City of Newport News, who is spearheading this subcommittee, stated that the subcommittee was still waiting on the requested information from HRT.

Free Fare Day



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Megan Gribble, Chair, City of Virginia Beach reminded the MFAC members that HRT will be observing November 8, 2022, Election Day as a “Free Fare Day” across all modes of transit.

Conner Burns, Chief Financial Officer, stated that, per the request of the Committee, the Agency will provide each partnering city with the estimated cost to add Juneteenth 2023 as a free fare day. This projected estimated cost will be sent out to the cities via email within the week.

FY2023-2033 Transit Strategic Plan (TSP) - Update

Ray Amoruso, Chief Planning and Development Officer gave the introduction to the FY2023/2033 TSP to the MFAC attendees. He reviewed the TSP laws that are mandated by the State and the 10-year planning horizon. The TSP is a “living document” that consists of annual updates and major updates every 5 years. Mr. Amoruso also gave a brief overview of the 6 Chapters that make up the TSP. These chapters are as follows:

1. System Overview and Strategic Vision
2. System Performance and Operational Analysis
3. Planned Improvements and Modifications
4. Implementation Plan
5. Financial Plan
6. Hampton Roads Regional Transit Program

An Appendices Overview was also outlined and an overview consisting of the following Appendix:

- A. Agency Profile and System Overview
- B. Phased System Maps for Chapter 3 Cost Constrained Plan
- C. Estimated Ridership Methodology and Results
- D. On-Demand (Micro transit) Service

Mr. Amoruso stated that the Virginia Department of Rail and Public Transportation (VDRPT) guidance for preparing of the TSP is changing, which will include the timing and the content of the annual and major updates. These changes will likely impact next year’s TSP. Nevertheless, HRT will be working with VDRPT to better understand the updated requirements needed for next year’s submission of the TSP draft. HRT’s next steps would be seeking a vote on the Resolution to adopt the TSP update at the December 8, 2022, Transportation District Commission of Hampton Roads (TDCHR) Board meeting.



HAMPTON ROADS
TRANSIT

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Adjournment

There being no further business, the meeting was adjourned at 3:15 p.m.